

# MEETING AGENDA

Mechanic Falls Town Council

Tues. Sept 8, 2020

6:30pm – 2<sup>nd</sup> Floor Conference Room

Public Access: Zoom Meeting: <https://zoom.us/j/2092120488>

Join By Phone: (312) 626-6799 (Meeting ID: 209-212-0488)



**I. Call Meeting to Order**

Time: \_\_\_\_\_

**II. Pledge of Allegiance**

**III. Roll Call**

Councilors Absent: \_\_\_\_\_

**IV. General Reports**

4.1	Meeting Minutes for Aug 3 & 10th, 2020	Motion to Accept
4.2	Department Reports as Submitted	Motion to Accept

**V. Public Hearings**

5.1	None	
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**VI. Comments from the Public**

(3 Minutes Each – 30 Minutes Max)

**VII. Old Business**

Notes:

7.1	Council Discussion Topics	
7.2	22 Pleasant St Updates	
7.3	Manager's Contract Amendment	

**VIII. New Business**

Notes:

8.1	Keep ME Healthy Grant Award	Informational
8.2	Municipal Complex Survey Quotes	
8.3	Marcal Mill Update	
8.4	2 <sup>nd</sup> Ave Waterline Extension	
8.5	Notice of Appointment: Treasurer	Informational
8.6	Bank Account Access : Michelle Emery	Motion to Approve

**IX. Ordinances, Resolves Policies & Licenses**

Notes:

9.1	Proposed changes to FOAA Policy	Motion to Approve
9.2	Proposed Changes to Land Use: MJ	Motion to Accept: Schedule Public Hearing 10/5/20
9.3	Proposed Changes to Land Use: Noise	Motion to Accept: Schedule Public Hearing 10/5/20
9.4	Proposed Changes to Land Use: Kennels	Motion to Accept: Schedule Public Hearing 10/5/20
9.5	Proposed Ordinance: Household Waste	Motion to Accept: Schedule Public Hearing 10/5/20
9.6	2014 Zoning Map	Motion to Adopt
9.7	Abatement requests from Assessor	

**X. Executive Session** Notes:

10.1	None	
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**XI. Adjourn**

Time: \_\_\_\_\_

Next Meeting: (Oct. 5th, 6:30pm – TBD)

# **Mechanic Falls Town Council Workshop**

**August 3, 2020**

**Public Via Zoom**

## **MEMBERS PRESENT:**

Tarsha Downing, Vice Chair  
John Emery II  
Kieth Bennett, Chair  
Rose Aikman

## **STAFF PRESENT:**

Zakk Maher – Town Manager  
Julie Ward – Town Clerk  
Alan Plummer- CEO  
Steve French- Water Superintendent

## **OTHERS PRESENT:**

Paula Stotts

**1.0** Councilor Bennett called the meeting to order at 5:03pm

**2.0** We stood and saluted the flag.

**3.0** Roll Call complete

## **4.0 Annual Work Plan**

### **4.1 Municipal Complex Advisory Committee**

Town Manager Zakk Maher stated that a monthly meeting for members is the plan would like to see each committee nominate someone to participate as well as the department heads. The goal of the committee will be to get a sketch plan of everyone's needs. Town Manager Zakk Maher also recommended a council member should head the committee.

### **4.2 Codification of Ordinance**

The office staff got all the rough scanning done. Councilor Downing asked how it was going to work and if it will show the timeline of the original ordinance to the revised. She would like to see the evolution of it. Codification in Lisbon seems to be the best around. The Council would like to be kept in the loop on what is happening in the background.

### **4.3 Digital Mapping**

Town Manager and CEO have been working on zoning maps. The maps we currently have are out of date. Pricing for mapping is approximately 14k. The code office has much more detailed maps but they are from 2012. It looks like John Hawley updated them manually. Prior to that it was getting info from the large map. Councilor Downing asked about funding. Town Manager Zakk Maher stated it would fall under a contracted

service in the Code Enforcement. Code Enforcement officer Alan Plummer stated there has been errors in the past for having outdated mapping and there is a potential that he could make errors because of it. Councilor Aikman asked if there were other towns that have to mapping. Town Manager Zakk said Poland has it and it seems to be working well. If we move forward with this mapping it would have to be budgeted into CIP and it would take approximately 2 years. Town Manager Zakk Maher said he is looking into free assistance with the county. The town is also looking into adding the Code Enforcement module from TRIO.

#### **4.4 Fee Schedule**

Staff and Town Manager are currently working on an updated fee schedule and should have it available for Council to view in the next couple months. There have been things in the past that have been updated separately and it would be nice to have a comprehensive schedule. Hopefully a draft will be available in October.

#### **4.5 Water Department Well Pump Replacement**

The current pumps efficiency has dropped from 540-420. We are looking to put out an RFP this fall for 50k project to replace. Steve French stated he has the money in the CIP. He was waiting on an approval for a grant for a backup generator, but it was not granted. He stated it was looking better next year. Councilor Downing asked why next year. Steve French explained that EMA is looking at generators for warming centers, and he feels we would have a better chance with more funding available next year. We do have a backup pump but it would be nice to have the current pump become the back up.

#### **4.6 Transfer Station**

Last summer there was talk about realigning the transfer station and come up with a more comprehensive plan. The staff has been cleaning up on the frontline and because of COVID they are redirecting traffic. The glass pile has been cleaned up. Town Manager Zakk Maher stated they are looking into a CIP for long term planning. The containers we have are old and rusting out. The staff is currently single sorting everything. The cost through ECO Maine did not sound like it was cost effective. Public works had moved some bigger stuff around and it seems like a nice work flow and it would be nice to have all top load for containers because they are safer for residents to use.

#### **4.7 Website Development**

Website development was talked about a while ago but dropped off due to funding. Town Manager Zakk Maher stated he recently applied for a CARES Grant that he included in updating our sight to try to streamline online services.

Town Manager Zakk Maher asked the council on the thought of having public meetings again and was open to suggestions. There is a high possibility of the extension of the State of Emergency but wanted to know when they would like to invite the public back. The Council agreed it would be nice to have them back and offered to do the meetings in the gym so there could be social distancing and mask requirements. The goal is to have to September meeting in the gym.

Town Council Workshop

August 3, 2020

Page **3** of **3**

Councilor Downing motioned to adjourn seconded by Councilor Emery, all in favor unanimous. Workshop closed at 6:22pm

**Mechanic Falls Town Council**  
**August 3, 2020**  
**Public Via Zoom**

**MEMBERS PRESENT:**

Tarsha Downing, Vice Chair  
John Emery II  
Kieth Bennett, Chair  
Rose Aikman

**STAFF PRESENT:**

Zakk Maher – Town Manager  
Julie Ward – Town Clerk  
Alan Plummer- Code Enforcement Officer  
Jeff Goss- Police Chief

**OTHERS PRESENT:**

Paula Stotts                Lou Goulet  
Raymond Lavoie        Tyler Monahan  
2 caregivers from 44 Pigeon Hill

**OTHERS PRESENT VIA ZOOM:**

TJ Thayer                Rudy Kyllonen  
Joshua Herlihy        Steve Sherlock  
Sean Cleary

**1.0** Councilor Bennett called the meeting to order at 6:30pm

**2.0** We stood and saluted the flag.

**3.0** Roll Call complete

**3.1 Council Appointment**

Lou Goulet is a 20-year resident of Mechanic Falls. He moved to a school that was more adaptable for his son. He is an active member of the Community. He is currently the Chair of the Planning Board and has also served on the school board. Councilor Aikman asked what he could bring to the Council. He stated he had 50 years of construction and dealing with CEO and Towns. He understands the politics. Councilor Downing asked if he was a problem finder or problem solver. Lou stated he feels that he is a problem solver.

Raymond Lavoie has been a resident for 45 years in the same house. He has a vast history with the town. He has worked for the police and fire department and a member of the school committee. He has owned his own excavation business and has a tremendous construction background. He also has a business called Maine Commercial Cleaning. He feels that he is a problem fixer. His goal was to become a council member. Councilor Emery asked why he ran in 2019 and not 2020. Raymond felt that he did not have the time because of his last project. Now that the project is done and he is not going to be doing any out of State travel he feels he can fully commit himself.

Paula Stotts is a business owner in town. She comes from a military family. She volunteers at the Teen center, fostered 17 children and raised a total of 21. She feels that is a problem solver and a community bonder. She feels the community has been split for a couple years and she could be part of the healing process. She is currently a planning board member and has served as Chair for 2 years. Her goal for the council is to be a healer, a transformer, and continue transparency. Councilor Emery asked her if she was a problem finder and or fixer. She stated she is a problem fixer. When residents approach her with an issue she tries to fix it by going through the proper chains of command. She does not back down and give up, if she doesn't get the answer, she will move on with someone above. She looks at the facts and the letter of the law. Councilor Aikman asked her how she would bring unity back to the community, and Paula stated open houses, when elections are come up, we should have a forum for those that are running. People need to find out who the candidates are.

Councilor Emery motioned to nominate Paula Stotts to the council seconded by Councilor Bennett, all in favor 2-2 Councilor Emery and Bennett yes Councilor Downing and Aikman no.

Councilor Emery motioned Ray Lavoie for council, seconded by Councilor Aikman, all in favor so voted.

Councilor Aikman stated that everyone was well qualified. Its hard to find volunteers to join committees and felt the 2 of the applicants play an important roll on the Planning Board.

### **3.2 Council Liaison Assignments**

Councilor Bennett- Planning Board  
Councilor Emery- Library and Historical Society  
Councilor Downing- School and Recreation  
Councilor Aikman- AVCOG and Development Commission  
Councilor Lavoie- Municipal Complex Committee

Councilor Downing motioned to approve the slate of liaison positions, seconded by Councilor Emery, all in favor so voted.

### **4.0 General Reports**

#### **4.1 Meeting Minutes for June 1, 2020**

Councilor Downing motioned to accept meeting minutes for July 20th, seconded by Councilor Emery, all in favor 4-1 Councilor Lavoie abstained due to just coming on.

#### **4.2 Department Reports as submitted**

Councilor Downing motioned to accept the Department reports as submitted, seconded by Councilor Bennett, all in favor 4-1 Councilor Lavoie abstained due to just coming on.

## **5.0 Public Hearing**

None

## **6.0 Public Comments**

None

## **7.0 Old Business**

### **7.1 22 Pleasant Street Update**

Realtor Josh Herlihy explained there was 2 showings. Things are slow in the commercial real estate right now. There was an interested buyer but it fell through due to price. Realtor would like the Council to consider a substantial price drop. Councilor Emery asked if he a commercial realtor and his response was no. The current contract is up in September 11<sup>th</sup>.

Councilor Aikman motioned to table seconded by Councilor Downing, all in favor so voted.

### **7.2 Council Discussion Topics**

Councilor Downing asked about the mill progress. CEO Alan Plummer stated that he has reached out with letters with a notice of clean up. He also noted the previous Code Officer had reached sent a letter of requirements. The owner stated he is working on it, but it didn't sound like he has done anything yet. Councilor Aikman had asked what is currently down there. CEO stated trailers, debris from fire. She also asked if the owner could share a plan with the Town so they could work with him. Town Manager Zakk Maher stated that he was very upfront when he bought it of not having a plan and site security has been pushed as well as clean up. Councilor Aikman would like a plan and time schedule. Councilor Downing asked what was the next step. Town Manager Zakk Maher stated since CEO is also the Health and Safety officer, we have some leverage and can pursue fines. Councilor Lavoie asked if owner had a permit for all the mobile homes he is storing, and he does not. Councilor Downing asked if this could be an item added to the agenda to follow up on.

### **7.4 Anglican Church Deed**

Councilor Emery motioned to approve the release deed, seconded by Councilor Downing, all in favor 4-1 Councilor Lavoie abstained due to just coming on.

## **8.0 New Business**

### **8.1 County Tax**

Councilor Downing motioned to pay tax 20-21, seconded by Councilor Aikman, all in favor so voted.

## **8.2 Mil Rate**

Town Manager provided council with three MIL Rate options. He explained that the last year there was a .95 decrease because of Hannaford and a piece of equipment that was being leased by NEPW. He was expecting an increase due to school budget and County Tax increases. Councilor Bennett commented the lowest increase does not make sense because of the current situation and we could have a shortfall. Town Manager Zakk Maher also explained that our certified ratio is done to 85%. We are on the list to get a revaluation in 2023. There is a possibility that we could be moved up if something opens up. We currently have around 119k and need around 150k to pay. Councilor Emery asked if Town Manager felt comfortable with our budget and will it be covered. Town Manager Zakk Maher said yes. Councilor Downing said they are also responsible for looking out for our residents and felt uncomfortable choosing the higher rate.

Councilor Downing motioned to set the MIL Rate at 21.45, seconded by Councilor Lavoie, all in favor so voted.

## **9.0 Ordinances, Resolves Policy & Licenses**

### **9.1 Proposed changes to FOAA policy**

Councilor Emery motioned to accept the changes for FOAA, seconded by Councilor Bennett. Councilor Emery withdrew motion because Councilor Lavoie was not comfortable voting on something, he hasn't been involved in.

Councilor Emery motioned to table until next meeting, seconded by Councilor Aikman, all in favor so voted.

## **10.0 Executive Session**

### **10.1 Consultation with legal counsel**

Councilor Downing motioned to suspend Roberts rules of order and move 9.2 until after executive session, seconded by Councilor Emery, all in favor so voted.

Councilor Downing motioned to enter executive sessions Title 1 MSRA section 4056E, seconded by Councilor Emery, all in favor so voted. Chair invited Paula Stotts, Alan Plummer, Lou Goulet to stay. Entered at 7:46pm

Councilor Aikman motioned to leave executive session, seconded by Councilor Emery, all in favor so voted. Session ended at 8:26pm

## **9.2 Marijuana Business Moratorium**

Tyler Monahan of 44 Pigeon Hill is a Medical Marijuana caregiver that has been operating at 44 Pigeon Hill for about 5 years, He saw the opportunity to have a Retail facility in town and felt it would be a good business move since the surrounding towns do not allow retail facilities. He stated he was not trying to ruffle any feathers and only had hired a lawyer to help with the paperwork. He felt the need to explain his situation to the council and give them his thoughts about the current ordinance.

TJ Thayer of 6 Lane Rd stated that he was a registered caregiver as well, and wanted to thank the Council and Town for allowing retail. He questioned on whether or not Bob Klar and himself already had both licenses that were available. Town Manager Zakk Maher stated the letter of intents were not taken in to consideration, and Adult use had not passed by the legislation yet.

Councilor Aikman motioned not to approve the moratorium, seconded by Councilor Emery, all in favor so voted.

Councilor Downing asked if we could have a special meeting to continue the 2 remaining executive sessions. Town Manager Zakk Maher stated it had to be at least 5 days out to allow for posting.

## **10.2 & 10.3 Executive Session**

Councilor Downing motioned to table 10.2 and 10.3 executive sessions until August 10, 2020 @ 6:30pm, seconded by Councilor Emery, all in favor so voted.

## **11.0 Adjourn:**

Councilor Downing motioned to adjourn, seconded by Councilor Aikman, all in favor, unanimous. Adjourned at 8:57pm

Next Meeting August 10, 2020 @ 6:30pm

**Mechanic Falls Town Council**  
**August 10, 2020**  
**Public Via Zoom**

**MEMBERS PRESENT:**

Tarsha Downing, Vice Chair  
John Emery II  
Kieth Bennett, Chair  
Rose Aikman

**STAFF PRESENT:**

Zakk Maher – Town Manager  
Julie Ward – Town Clerk

**OTHERS PRESENT VIA ZOOM:**

Rudy Kyllonen  
TJ Thayer  
Paula Stotts

- 1.0 Councilor Bennett called the meeting to order at 6:30pm
- 2.0 We stood and saluted the flag.
- 3.0 Roll Call complete

**4.0 General Reports**

None

**5.0 Public Hearing**

None

**6.0 Public Comments**

None

**7.0 Old Business**

None

## **8.0 New Business**

None

## **9.0 Ordinances, Resolves Policy & Licenses**

None

## **10.0 Executive Session**

### **10.1 Consultation with legal counsel**

Town Manager Zakk Maher waives all privilege's for executive session and would like to remain transparent to the Community

Councilor Aikman wanted to state that she did not realize there was a timeline for 8/3/2020 for the Town Managers Evaluation to be completed. She does have it completed but felt it she wasn't sure if she should turn it in. She also wanted to make a comment on the email that council received from Town Manager Zakk Maher in the last paragraph referring to a comment that was made in the July meeting about reverting it back to the Town Clerk as FOAA officer, and she wanted to comment that she never said that because it still belongs to the Town Clerk and she has been at this since April on wanting it to remain the Town Clerk because they haven't voted on any change. Councilor Aikman also stated there was a comment about she was concerned about not having a say in a private settlement. She states she honored Councilor Bennett's request not to discuss this unless we went into executive session. There was never an executive session on 8/3 for this. The only session was for Marijuana. She also stated that in June session she specifically states she would support this settlement so they could move on. Councilor Aikman also stated that she said she could support the settlement but not the resolutions. Town Attorney Jack Conway stated that she can respond to the email with her concerns and corrections she would like and forward them to the HR to be placed in personnel file, as well as the council as a whole can do the same if they have a response.

Councilor Downing wanted on record that the only reason why she tabled executive session on 8/3 was due to the meeting being so long and council had been her for 4 hours prior, and there was no ill intent or to trick anyone. The email that was sent made her think that people thought differently.

Town Attorney Jack Conway stated that his understanding of him being present at the meeting was not to be involved in the Town Managers evaluation that he was here to answer questions in regards to the current contract with Town Manager.

Councilor Aikman also stated that for the public to know that the settlement matter has been resolved.

Councilor Downing asked the Town Attorney Jack Conway about the 2 issues she has with the Contract for Town Manager Zakk Maher. The Town Charter states contract can be no longer than 3 years and current contract as almost 4 years with the dates and also if you let the Town Manager go in the contract does not match the Charter either. Councilor Downing stated that we are looking to make sure we follow the charter and match and regardless of who the contract is for it should match the charter, and she stated it was nothing retaliatory.

Councilor Emery asked if the contract is valid and is it only valid for 3 years. Town Attorney Jack Conway stated that it does not void the whole contract, there are parts of the contract that are not valid. The council did not have the authority to give a contract for more then 3 years. Councilor Emery also asked if the council can dissolve the current contract and renew a contract for the remaining of the term. Town Attorney Jack Conway stated that you can renegotiate with employee.

Councilor Bennett asked Town Manager if he would be interested in entering a 2-year contract to start July 1<sup>st</sup> 2020 and end June 30, 2022. Town Manager Zakk stated that as long as no other terms change that are in the contract. Town Attorney Jack Conway stated that he would recommend that the contract be reviewed by the Town attorney since there is some verbiage in the current contract that is no up to date with M.S.R.A

Councilor Emery motioned to have Town Attorney Jack Conway draw up a new contract to start July 1, 2020- June 30, 2022, Seconded by Councilor Bennett, all in favor 2-3 Councilor Emery and Councilor Bennett for, Councilor Lavoie, Downing and Aikman against.

Councilor Lavoie motioned the make the contract come in line with charter amended to 3-year term and leave everything else the same, seconded by Councilor Aikman. Town Manager Zakk Maher stated if the he feels this would fall into the provision of his contract and that would mean he would be terminated. Council Downing stated she did not feel comfortable making the decision so quickly. Councilor Lavoie and Councilor Aikman rescinded motion.,

Councilor Lavoie motioned to table the discussion seconded by Councilor Aikman, Councilor Emery stated they need to have something to table to talk about at the next meeting. All in favor so voted.

Councilor Lavoie motioned that Councilor Emery's previous proposal and all options be drawn up through Jack for council to review, seconded by Councilor Aikman, all in favor so voted.

Council spoke about Town Manager Zakk Maher's evaluation.

### **11.0 Adjourn:**

Councilor Emery motioned to adjourn, seconded by Councilor Downing, all in favor, unanimous. Adjourned at 8:20 pm

Next Meeting September 8th @ 6:30pm

Notes to the Financial Reports for Fiscal Year ending 6/30/2020

9/1/2020

To: Council

From: Lisa Prevost, Finance Director

Included in this month's Council packets are the "final before Audit adjustments" financial reports for fiscal year 2019-2020.

Starting with the Revenue report, you will see that we collected \$164,107.23 more than we projected for 2019-2020, or 114.5% of projected. Most of that money was collected in motor vehicle excise tax and for the sale of tax acquired property. We also received \$18,000 more in revenue sharing than we projected.

Looking at the expenditure report, the bottom line shows we are 94.44% expended; leaving \$151,841.31 unspent. I don't anticipate any other expenses at this point. As you can see by looking at the individual budgets, some are more than 100% expended while others are less. None of the budgets were over-expended by 10% so no Council adjustments will be required and since enough money was saved in other budgets to make up for those that did exceed 100% the bottom line is money saved.

The good news is that the revenues collected above what was projected and the money left unspent on the expenditure side, falls down to the fund balance. I don't like to give exact figures before the Auditor has been here, because they always make a few adjustments of their own but I feel confident that we will be putting enough money back to fund balance to offset the money we have proposed using from fund balance for the current fiscal year and even some additional to help in coming years.

If you have any questions, please feel free to ask me.

Lisa Prevost

Finance Director

[lprevost@mechanicfalls.org](mailto:lprevost@mechanicfalls.org)

**Revenue control report**  
Accounts: R 01-100 - R 01-400  
ALL

Account	YTD Budget Net	YTD Net	Uncollected Balance	Percent Collected
<b>01 - General Government</b>	<b>1,125,897.31</b>	<b>1,290,004.54</b>	<b>-164,107.23</b>	<b>114.58</b>
100 - Auto Excise	485,000.00	536,091.07	-51,091.07	110.53
101 - Boat Excise	1,600.00	1,771.50	-171.50	110.72
102 - MV Agent Fee	9,200.00	11,196.00	-1,996.00	121.70
103 - Snow/ATV Agent Fee	300.00	368.00	-68.00	122.67
104 - Boat Agent Fee	120.00	101.00	19.00	84.17
105 - Cash Management Interest	6,000.00	10,596.93	-4,596.93	176.62
106 - RE Interest	16,000.00	14,236.46	1,763.54	88.98
107 - Lien Costs	7,400.00	5,609.79	1,790.21	75.81
108 - Will/Fax/Notary	300.00	92.00	208.00	30.67
109 - Postage/Copies/Voter	500.00	664.40	-164.40	132.88
110 - Transfer Station Stickers	5,000.00	5,488.00	-488.00	109.76
111 - Driveway Entrance Permit	200.00	120.00	80.00	60.00
112 - Pole Permit	0.00	20.00	-20.00	----
113 - Building Permit	10,000.00	8,802.98	1,197.02	88.03
114 - Plumbing Permit	3,500.00	3,146.25	353.75	89.89
115 - Electric Permit	2,000.00	1,450.00	550.00	72.50
116 - Commercial Haulers Permit	0.00	0.00	0.00	----
117 - Conditional Use Permit	300.00	593.25	-293.25	197.75
118 - Hunt/Fish Agent Fee	400.00	271.50	128.50	67.88
119 - Weapon Permits	200.00	166.00	34.00	83.00
120 - Birth/Death License	675.00	676.00	-1.00	100.15
121 - Marriage License	650.00	756.00	-106.00	116.31
122 - Victualer's License	500.00	90.00	410.00	18.00
123 - Liquor License	500.00	300.00	200.00	60.00
124 - Marriage Certificate	400.00	481.00	-81.00	120.25
125 - Burial Permits	500.00	840.00	-340.00	168.00
126 - Additional Certified copies	500.00	700.00	-200.00	140.00
128 - Dog License (R3306)	950.00	874.00	76.00	92.00
129 - Dog Fees (R3408)	450.00	504.00	-54.00	112.00
130 - Rabies Call	0.00	0.00	0.00	----
131 - Public Safety Reports	350.00	475.45	-125.45	135.84
132 - Geneology Fee	0.00	0.00	0.00	----
133 - Fire Works Permit	150.00	200.00	-50.00	133.33
139 - Marijuana Fee	0.00	3,250.00	-3,250.00	----
140 - Zoning Fee	0.00	0.00	0.00	----
141 - Court Fee	350.00	113.01	236.99	32.29
142 - Variance Fee	0.00	0.00	0.00	----
143 - Water Administration Fee	21,000.00	21,000.00	0.00	100.00
144 - Home Occupation Fee	50.00	10.00	40.00	20.00
145 - Sign Permit Fee	50.00	25.60	24.40	51.20
146 - Special Amusement Fee	250.00	220.00	30.00	88.00
147 - Cable Franchise Fee	30,000.00	36,020.44	-6,020.44	120.07
148 - Transfer Station Fee	4,000.00	4,396.00	-396.00	109.90
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	550.00	-375.00	314.29
161 - Late/Pick Up Fees (Dogs)	400.00	475.00	-75.00	118.75
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	160.00	40.00	80.00
171 - Adult Education Rent	0.00	0.00	0.00	----
172 - USCTC Rent	4,850.00	5,133.24	-283.24	105.84

**Revenue control report**  
Accounts: R 01-100 - R 01-400  
ALL

Account	YTD Budget Net	YTD Net	Uncollected Balance	Percent Collected
<b>01 - General Government CONT'D</b>				
173 - Headstart Rent	1,800.00	1,655.20	144.80	91.96
174 - Tennis Lights	0.00	0.00	0.00	----
175 - Trfr Stat Rolloff Can Parking	1,827.00	1,674.75	152.25	91.67
180 - Insurance Reimbursement	1,500.00	3,270.99	-1,770.99	218.07
181 - Recycling Reimbursement	10,000.00	8,709.67	1,290.33	87.10
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	25,357.50	0.50	100.00
198 - Tax Acquired Prop	0.00	82,225.63	-82,225.63	----
199 - Payment in Lieu of Taxes	1,700.00	1,421.84	278.16	83.64
200 - Veteran's Exemption	1,850.00	1,489.00	361.00	80.49
201 - Tree Growth	3,200.00	2,963.39	236.61	92.61
202 - BETE	18,510.27	18,550.00	-39.73	100.21
203 - Highway Block Grant	22,500.00	23,216.00	-716.00	103.18
204 - State Revenue Sharing	252,870.00	270,916.63	-18,046.63	107.14
205 - Welfare Reimbursement	2,000.00	4,325.05	-2,325.05	216.25
206 - Library Grant	0.00	0.00	0.00	----
207 - Homestead Reimbursement	165,347.04	165,347.00	0.04	100.00
208 - Snowmobile Refund	800.00	801.02	-1.02	100.13
209 - Tree Growth Refund	0.00	0.00	0.00	----
210 - State Burn Permit Rev Sharing	25.00	36.00	-11.00	144.00
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
<b>Final Totals</b>	<b>1,125,897.31</b>	<b>1,290,004.54</b>	<b>-164,107.23</b>	<b>114.58</b>

### Expense Summary Report

Department(s): 01 - 49  
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>01 - General Government</b>	<b>255,102.00</b>	<b>251,294.66</b>	<b>3,807.34</b>	<b>98.51</b>
<b>05 - Boards &amp; Councils</b>	<b>15,466.00</b>	<b>16,877.63</b>	<b>-1,411.63</b>	<b>109.13</b>
01 - Salaries	3,238.00	3,135.01	102.99	96.82
02 - Other Personnel	2,300.00	2,315.26	-15.26	100.66
06 - Subscriptions	6,628.00	6,713.49	-85.49	101.29
27 - Training & Travel	300.00	860.00	-560.00	286.67
30 - Contracted Services	0.00	759.25	-759.25	----
32 - Minor Cip	3,000.00	3,094.62	-94.62	103.15
<b>15 - Town Clerk/Elections</b>	<b>107,025.00</b>	<b>98,656.40</b>	<b>8,368.60</b>	<b>92.18</b>
01 - Salaries	71,669.00	57,289.17	14,379.83	79.94
02 - Other Personnel	1,740.00	2,138.01	-398.01	122.87
03 - Communications	1,950.00	1,503.97	446.03	77.13
06 - Subscriptions	640.00	650.20	-10.20	101.59
10 - Utilities	1,825.00	2,507.62	-682.62	137.40
15 - Office Supplies	4,000.00	4,771.97	-771.97	119.30
16 - Operating Supplies	5,675.00	4,829.64	845.36	85.10
20 - Advertising	300.00	131.03	168.97	43.68
25 - Repairs	100.00	417.95	-317.95	417.95
27 - Training & Travel	3,000.00	2,999.95	0.05	100.00
30 - Contracted Services	15,220.00	20,303.74	-5,083.74	133.40
32 - Minor Cip	906.00	1,113.15	-207.15	122.86
<b>20 - Administration</b>	<b>132,611.00</b>	<b>135,760.63</b>	<b>-3,149.63</b>	<b>102.38</b>
01 - Salaries	113,368.00	114,503.35	-1,135.35	101.00
02 - Other Personnel	2,500.00	2,499.59	0.41	99.98
03 - Communications	2,750.00	2,627.24	122.76	95.54
06 - Subscriptions	210.00	117.50	92.50	55.95
10 - Utilities	3,100.00	3,923.89	-823.89	126.58
27 - Training & Travel	3,450.00	3,356.21	93.79	97.28
30 - Contracted Services	7,233.00	8,732.85	-1,499.85	120.74
<b>05 - Public Works</b>	<b>355,614.00</b>	<b>340,538.91</b>	<b>15,075.09</b>	<b>95.76</b>
<b>01 - Public Wks</b>	<b>355,614.00</b>	<b>340,538.91</b>	<b>15,075.09</b>	<b>95.76</b>
01 - Salaries	186,243.00	179,392.42	6,850.58	96.32
02 - Other Personnel	1,700.00	1,412.57	287.43	83.09
03 - Communications	1,865.00	1,517.29	347.71	81.36
10 - Utilities	13,410.00	11,384.51	2,025.49	84.90
15 - Office Supplies	890.00	163.06	726.94	18.32
16 - Operating Supplies	89,110.00	84,298.97	4,811.03	94.60
20 - Advertising	300.00	199.00	101.00	66.33
25 - Repairs	5,000.00	3,788.70	1,211.30	75.77
27 - Training & Travel	600.00	227.71	372.29	37.95
28 - Motor Vehicle	41,420.00	46,377.27	-4,957.27	111.97
30 - Contracted Services	12,876.00	11,777.41	1,098.59	91.47
32 - Minor Cip	2,200.00	0.00	2,200.00	0.00
<b>10 - Public Safety</b>	<b>539,140.00</b>	<b>521,001.74</b>	<b>18,138.26</b>	<b>96.64</b>
<b>01 - Fire/Rescue Dept</b>	<b>145,801.00</b>	<b>132,768.36</b>	<b>13,032.64</b>	<b>91.06</b>
01 - Salaries	60,155.00	52,863.27	7,291.73	87.88
03 - Communications	2,500.00	2,202.17	297.83	88.09
06 - Subscriptions	2,985.00	2,636.20	348.80	88.31
10 - Utilities	10,415.00	6,667.20	3,747.80	64.02
15 - Office Supplies	400.00	643.62	-243.62	160.91
16 - Operating Supplies	10,200.00	16,337.29	-6,137.29	160.17
25 - Repairs	1,850.00	557.45	1,292.55	30.13
27 - Training & Travel	6,125.00	1,104.63	5,020.37	18.03
28 - Motor Vehicle	18,604.00	14,432.82	4,171.18	77.58

### Expense Summary Report

Department(s): 01 - 49  
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>10 - Public Safety CONT'D</b>				
30 - Contracted Services	19,567.00	21,129.12	-1,562.12	107.98
32 - Minor Cip	13,000.00	14,194.59	-1,194.59	109.19
<b>05 - Police Dept</b>	<b>384,681.00</b>	<b>380,082.38</b>	<b>4,598.62</b>	<b>98.80</b>
01 - Salaries	293,624.00	296,669.90	-3,045.90	101.04
02 - Other Personnel	4,500.00	1,851.38	2,648.62	41.14
03 - Communications	7,600.00	5,175.34	2,424.66	68.10
06 - Subscriptions	10,944.00	11,177.25	-233.25	102.13
10 - Utilities	6,790.00	6,143.29	646.71	90.48
15 - Office Supplies	2,500.00	1,507.49	992.51	60.30
16 - Operating Supplies	5,000.00	5,028.50	-28.50	100.57
25 - Repairs	800.00	202.54	597.46	25.32
27 - Training & Travel	5,000.00	6,372.71	-1,372.71	127.45
28 - Motor Vehicle	17,260.00	13,174.37	4,085.63	76.33
30 - Contracted Services	27,663.00	27,277.27	385.73	98.61
32 - Minor Cip	3,000.00	5,502.34	-2,502.34	183.41
<b>20 - Animal Control Officer</b>	<b>8,658.00</b>	<b>8,151.00</b>	<b>507.00</b>	<b>94.14</b>
01 - Salaries	4,680.00	4,680.00	0.00	100.00
30 - Contracted Services	3,978.00	3,471.00	507.00	87.25
<b>15 - Code Enforce/Planning</b>	<b>49,193.00</b>	<b>49,711.32</b>	<b>-518.32</b>	<b>101.05</b>
<b>01 - Code Enforce/Planning</b>	<b>49,193.00</b>	<b>49,711.32</b>	<b>-518.32</b>	<b>101.05</b>
01 - Salaries	39,538.00	39,891.72	-353.72	100.89
03 - Communications	650.00	722.42	-72.42	111.14
06 - Subscriptions	300.00	90.00	210.00	30.00
10 - Utilities	715.00	1,630.79	-915.79	228.08
15 - Office Supplies	400.00	447.73	-47.73	111.93
20 - Advertising	300.00	37.69	262.31	12.56
27 - Training & Travel	1,500.00	1,092.44	407.56	72.83
30 - Contracted Services	5,790.00	5,798.53	-8.53	100.15
<b>20 - Library</b>	<b>37,967.00</b>	<b>34,189.38</b>	<b>3,777.62</b>	<b>90.05</b>
<b>01 - Library</b>	<b>37,967.00</b>	<b>34,189.38</b>	<b>3,777.62</b>	<b>90.05</b>
01 - Salaries	21,174.00	20,307.68	866.32	95.91
03 - Communications	650.00	581.76	68.24	89.50
06 - Subscriptions	1,000.00	700.00	300.00	70.00
10 - Utilities	3,450.00	2,679.34	770.66	77.66
15 - Office Supplies	700.00	209.79	490.21	29.97
16 - Operating Supplies	9,750.00	8,447.21	1,302.79	86.64
27 - Training & Travel	200.00	114.41	85.59	57.21
30 - Contracted Services	793.00	949.19	-156.19	119.70
32 - Minor Cip	250.00	200.00	50.00	80.00
<b>25 - Recreation</b>	<b>22,986.00</b>	<b>20,436.82</b>	<b>2,549.18</b>	<b>88.91</b>
<b>01 - Recreation</b>	<b>22,986.00</b>	<b>20,436.82</b>	<b>2,549.18</b>	<b>88.91</b>
01 - Salaries	14,560.00	13,044.97	1,515.03	89.59
03 - Communications	650.00	248.74	401.26	38.27
30 - Contracted Services	7,776.00	7,143.11	632.89	91.86
<b>26 - Utilities</b>	<b>171,500.00</b>	<b>169,234.19</b>	<b>2,265.81</b>	<b>98.68</b>
<b>01 - Utilities</b>	<b>171,500.00</b>	<b>169,234.19</b>	<b>2,265.81</b>	<b>98.68</b>
06 - Subscriptions	250.00	250.00	0.00	100.00
10 - Utilities	168,175.00	166,261.71	1,913.29	98.86
25 - Repairs	3,075.00	2,722.48	352.52	88.54
<b>30 - Assessor</b>	<b>24,750.00</b>	<b>24,768.65</b>	<b>-18.65</b>	<b>100.08</b>
<b>01 - Assessor</b>	<b>24,750.00</b>	<b>24,768.65</b>	<b>-18.65</b>	<b>100.08</b>
30 - Contracted Services	24,750.00	24,768.65	-18.65	100.08

### Expense Summary Report

Department(s): 01 - 49  
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
31 - Auditor CONT'D				
31 - Auditor	10,550.00	7,550.00	3,000.00	71.56
<b>01 - Auditor</b>	<b>10,550.00</b>	<b>7,550.00</b>	<b>3,000.00</b>	<b>71.56</b>
30 - Contracted Services	10,550.00	7,550.00	3,000.00	71.56
32 - Contingency	10,000.00	0.00	10,000.00	0.00
<b>01 - Contingency</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>
30 - Contracted Services	10,000.00	0.00	10,000.00	0.00
33 - Debt Service	184,036.00	182,438.85	1,597.15	99.13
<b>01 - Debt Service</b>	<b>184,036.00</b>	<b>182,438.85</b>	<b>1,597.15</b>	<b>99.13</b>
30 - Contracted Services	184,036.00	182,438.85	1,597.15	99.13
34 - Pensions & Insurances	487,849.00	419,048.30	68,800.70	85.90
<b>01 - Pensions &amp; Insurances</b>	<b>487,849.00</b>	<b>419,048.30</b>	<b>68,800.70</b>	<b>85.90</b>
01 - Salaries	14,079.00	14,079.00	0.00	100.00
05 - Payroll Expenses	445,770.00	372,076.10	73,693.90	83.47
16 - Operating Supplies	1,500.00	2,500.00	-1,000.00	166.67
30 - Contracted Services	26,500.00	30,393.20	-3,893.20	114.69
35 - Social Services/Welfare	11,500.00	9,815.24	1,684.76	85.35
<b>05 - Welfare</b>	<b>11,500.00</b>	<b>9,815.24</b>	<b>1,684.76</b>	<b>85.35</b>
01 - Salaries	4,500.00	3,461.62	1,038.38	76.92
27 - Training & Travel	0.00	175.00	-175.00	----
30 - Contracted Services	7,000.00	6,178.62	821.38	88.27
40 - Solid Waste	126,285.00	105,908.25	20,376.75	83.86
<b>01 - Solid Waste</b>	<b>126,285.00</b>	<b>105,908.25</b>	<b>20,376.75</b>	<b>83.86</b>
01 - Salaries	50,343.00	42,548.66	7,794.34	84.52
02 - Other Personnel	800.00	529.30	270.70	66.16
03 - Communications	1,068.00	1,254.76	-186.76	117.49
10 - Utilities	1,750.00	1,460.64	289.36	83.47
16 - Operating Supplies	2,700.00	2,727.29	-27.29	101.01
25 - Repairs	6,000.00	104.40	5,895.60	1.74
27 - Training & Travel	800.00	0.00	800.00	0.00
28 - Motor Vehicle	1,294.00	264.06	1,029.94	20.41
30 - Contracted Services	60,530.00	57,019.14	3,510.86	94.20
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
<b>01 - County Tax</b>	<b>200,113.00</b>	<b>200,112.95</b>	<b>0.05</b>	<b>100.00</b>
30 - Contracted Services	200,113.00	200,112.95	0.05	100.00
49 - Capital Improvements	242,750.00	241,444.43	1,305.57	99.46
<b>01 - Capital Improvements</b>	<b>242,750.00</b>	<b>241,444.43</b>	<b>1,305.57</b>	<b>99.46</b>
33 - Capital Improvements	242,750.00	241,444.43	1,305.57	99.46
<b>Final Totals</b>	<b>2,729,335.00</b>	<b>2,577,493.69</b>	<b>151,841.31</b>	<b>94.44</b>

Tax Commitment 2019/2020	Collected Thru 8/31/2020	% Collected
\$3,088,033.47	\$2,942,126.86	95.28%
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	

Notes to the Financial Reports Current Fiscal Year

8/31/2020

At this time, revenues should be at 17% and as you can see from the enclosed report they are at 21.26%. This isn't unusual since things like excise tax and building permits are stronger in the summer months. The Town has also received the first of two payments from the State for Homestead exemption. The first payment is always the largest. These will make the percentage higher. I expect this will even out as the year progresses.

Expenditures should also be at 17%. Per the enclosed report, you can see we are at 18.22%. The Town has made the County Tax payment making that budget 100% expended. That is contributing to the higher percentage. There are also items that are due in full or at least in half at the beginning of the year, such as property and casualty insurance, animal shelter fees, assessing fees, Trio software license and maintenance ect.

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

Lisa Prevost

Finance Director

[lprevost@mechanicfalls.org](mailto:lprevost@mechanicfalls.org)

### Revenue control report

Accounts: R 01-100 - R 01-400

ALL

Account	YTD Budget Net	YTD Net	Uncollected Balance	Percent Collected
<b>01 - General Government</b>	<b>1,650,910.48</b>	<b>350,968.78</b>	<b>1,299,941.70</b>	<b>21.26</b>
100 - Auto Excise	495,000.00	118,355.41	376,644.59	23.91
101 - Boat Excise	1,500.00	253.50	1,246.50	16.90
102 - MV Agent Fee	10,000.00	3,173.00	6,827.00	31.73
103 - Snow/ATV Agent Fee	300.00	60.00	240.00	20.00
104 - Boat Agent Fee	115.00	38.00	77.00	33.04
105 - Cash Management Interest	8,000.00	178.43	7,821.57	2.23
106 - RE Interest	15,000.00	2,432.68	12,567.32	16.22
107 - Lien Costs	5,000.00	854.15	4,145.85	17.08
108 - Will/Fax/Notary	200.00	8.00	192.00	4.00
109 - Postage/Copies/Voter	650.00	136.50	513.50	21.00
110 - Transfer Station Stickers	5,000.00	1,220.00	3,780.00	24.40
111 - Driveway Entrance Permit	100.00	40.00	60.00	40.00
112 - Pole Permit	20.00	0.00	20.00	0.00
113 - Building Permit	12,000.00	2,529.85	9,470.15	21.08
114 - Plumbing Permit	3,500.00	217.50	3,282.50	6.21
115 - Electric Permit	2,000.00	595.00	1,405.00	29.75
116 - Commercial Haulers Permit	0.00	0.00	0.00	----
117 - Conditional Use Permit	300.00	75.00	225.00	25.00
118 - Hunt/Fish Agent Fee	350.00	28.00	322.00	8.00
119 - Weapon Permits	175.00	40.00	135.00	22.86
120 - Birth/Death License	800.00	104.00	696.00	13.00
121 - Marriage License	650.00	288.00	362.00	44.31
122 - Victualer's License	0.00	0.00	0.00	----
123 - Liquor License	500.00	50.00	450.00	10.00
124 - Marriage Certificate	400.00	104.00	296.00	26.00
125 - Burial Permits	600.00	70.00	530.00	11.67
126 - Additional Certified copies	650.00	140.00	510.00	21.54
128 - Dog License (R3306)	900.00	36.00	864.00	4.00
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	450.00	49.00	401.00	10.89
132 - Geneology Fee	0.00	0.00	0.00	----
133 - Fire Works Permit	150.00	150.00	0.00	100.00
139 - Marijuana Fee	3,500.00	2,045.76	1,454.24	58.45
140 - Zoning Fee	0.00	0.00	0.00	----
141 - Court Fee	250.00	14.50	235.50	5.80
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	0.00	0.00	0.00	----
145 - Sign Permit Fee	50.00	0.00	50.00	0.00
146 - Special Amusement Fee	250.00	0.00	250.00	0.00
147 - Cable Franchise Fee	32,000.00	0.00	32,000.00	0.00
148 - Transfer Station Fee	4,000.00	960.00	3,040.00	24.00
149 - Carnival Service Fee	0.00	0.00	0.00	----
150 - CEO Citations	1,000.00	50.00	950.00	5.00
160 - Police Fines	175.00	100.00	75.00	57.14
161 - Late/Pick Up Fees (Dogs)	350.00	275.00	75.00	78.57
162 - Service Charges	100.00	0.00	100.00	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	50.00	150.00	25.00
171 - Adult Education Rent	0.00	0.00	0.00	----
172 - USCTC Rent	4,850.00	580.02	4,269.98	11.96

### Revenue control report

Accounts: R 01-100 - R 01-400

ALL

Account	YTD Budget Net	YTD Net	Uncollected Balance	Percent Collected
<b>01 - General Government CONT'D</b>				
173 - Headstart Rent	1,800.00	0.00	1,800.00	0.00
174 - Tennis Lights	0.00	0.00	0.00	----
175 - Trfr Stat Rolloff Can Parking	1,827.00	152.25	1,674.75	8.33
180 - Insurance Reimbursement	3,000.00	0.00	3,000.00	0.00
181 - Recycling Reimbursement	10,000.00	32.00	9,968.00	0.32
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 Reimbursement	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	396,200.00	0.00	396,200.00	0.00
198 - Tax Acquired Prop	0.00	0.00	0.00	----
199 - Payment in Lieu of Taxes	1,000.00	0.00	1,000.00	0.00
200 - Veteran's Exemption	1,850.00	0.00	1,850.00	0.00
201 - Tree Growth	3,000.00	0.00	3,000.00	0.00
202 - BETE	42,788.67	0.00	42,788.67	0.00
203 - Highway Block Grant	22,500.00	0.00	22,500.00	0.00
204 - State Revenue Sharing	312,870.00	59,400.83	253,469.17	18.99
205 - Welfare Reimbursement	2,000.00	635.40	1,364.60	31.77
206 - Library Grant	0.00	0.00	0.00	----
207 - Homestead Reimbursement	218,764.81	155,426.00	63,338.81	71.05
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	0.00	0.00	0.00	----
<b>Final Totals</b>	<b>1,650,910.48</b>	<b>350,968.78</b>	<b>1,299,941.70</b>	<b>21.26</b>

### Expense Summary Report

Department(s): 01 - 49  
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>01 - General Government</b>	<b>332,933.00</b>	<b>45,686.75</b>	<b>287,246.25</b>	<b>13.72</b>
<b>05 - Boards &amp; Councils</b>	<b>17,638.00</b>	<b>457.50</b>	<b>17,180.50</b>	<b>2.59</b>
01 - Salaries	3,238.00	0.00	3,238.00	0.00
02 - Other Personnel	2,300.00	0.00	2,300.00	0.00
06 - Subscriptions	6,900.00	0.00	6,900.00	0.00
27 - Training & Travel	5,200.00	457.50	4,742.50	8.80
<b>10 - Municipal Complex</b>	<b>85,574.00</b>	<b>18,168.69</b>	<b>67,405.31</b>	<b>21.23</b>
03 - Communications	12,590.00	1,939.57	10,650.43	15.41
10 - Utilities	17,500.00	2,450.65	15,049.35	14.00
15 - Office Supplies	2,070.00	125.00	1,945.00	6.04
16 - Operating Supplies	22,620.00	2,140.23	20,479.77	9.46
25 - Repairs	1,000.00	137.53	862.47	13.75
30 - Contracted Services	29,794.00	11,375.71	18,418.29	38.18
<b>15 - Town Clerk/Elections</b>	<b>102,039.00</b>	<b>10,833.62</b>	<b>91,205.38</b>	<b>10.62</b>
01 - Salaries	71,669.00	7,930.87	63,738.13	11.07
02 - Other Personnel	1,890.00	1,251.86	638.14	66.24
06 - Subscriptions	820.00	72.00	748.00	8.78
15 - Office Supplies	4,000.00	499.80	3,500.20	12.50
16 - Operating Supplies	5,675.00	11.15	5,663.85	0.20
20 - Advertising	300.00	0.00	300.00	0.00
25 - Repairs	100.00	0.00	100.00	0.00
27 - Training & Travel	3,000.00	85.10	2,914.90	2.84
30 - Contracted Services	14,585.00	982.84	13,602.16	6.74
<b>20 - Administration</b>	<b>127,682.00</b>	<b>16,226.94</b>	<b>111,455.06</b>	<b>12.71</b>
01 - Salaries	116,292.00	14,475.09	101,816.91	12.45
02 - Other Personnel	2,500.00	1,721.01	778.99	68.84
03 - Communications	1,200.00	30.84	1,169.16	2.57
06 - Subscriptions	240.00	0.00	240.00	0.00
27 - Training & Travel	3,450.00	0.00	3,450.00	0.00
30 - Contracted Services	4,000.00	0.00	4,000.00	0.00
<b>05 - Public Works</b>	<b>377,054.00</b>	<b>31,954.75</b>	<b>345,099.25</b>	<b>8.47</b>
<b>01 - Public Wks</b>	<b>377,054.00</b>	<b>31,954.75</b>	<b>345,099.25</b>	<b>8.47</b>
01 - Salaries	199,479.00	23,919.94	175,559.06	11.99
02 - Other Personnel	1,700.00	64.25	1,635.75	3.78
03 - Communications	565.00	56.12	508.88	9.93
15 - Office Supplies	800.00	0.00	800.00	0.00
16 - Operating Supplies	99,460.00	4,890.33	94,569.67	4.92
20 - Advertising	300.00	0.00	300.00	0.00
25 - Repairs	6,750.00	425.70	6,324.30	6.31
27 - Training & Travel	600.00	0.00	600.00	0.00
28 - Motor Vehicle	46,600.00	293.39	46,306.61	0.63
30 - Contracted Services	13,200.00	2,305.02	10,894.98	17.46
32 - Minor Cip	7,600.00	0.00	7,600.00	0.00
<b>10 - Public Safety</b>	<b>544,922.00</b>	<b>75,178.66</b>	<b>469,743.34</b>	<b>13.80</b>
<b>01 - Fire/Rescue Dept</b>	<b>135,950.00</b>	<b>13,134.32</b>	<b>122,815.68</b>	<b>9.66</b>
01 - Salaries	62,024.00	1,355.25	60,668.75	2.19
03 - Communications	1,200.00	153.84	1,046.16	12.82
06 - Subscriptions	2,985.00	2,346.52	638.48	78.61
15 - Office Supplies	400.00	85.28	314.72	21.32
16 - Operating Supplies	10,200.00	1,387.55	8,812.45	13.60
25 - Repairs	1,850.00	129.91	1,720.09	7.02
27 - Training & Travel	6,125.00	1,595.00	4,530.00	26.04
28 - Motor Vehicle	19,000.00	102.98	18,897.02	0.54
30 - Contracted Services	19,166.00	5,977.99	13,188.01	31.19

## Expense Summary Report

Department(s): 01 - 49  
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>10 - Public Safety CONT'D</b>				
32 - Minor Cip	13,000.00	0.00	13,000.00	0.00
<b>05 - Police Dept</b>	<b>400,256.00</b>	<b>59,649.96</b>	<b>340,606.04</b>	<b>14.90</b>
01 - Salaries	322,359.00	44,876.88	277,482.12	13.92
02 - Other Personnel	4,500.00	45.45	4,454.55	1.01
03 - Communications	3,250.00	305.04	2,944.96	9.39
06 - Subscriptions	10,944.00	423.50	10,520.50	3.87
15 - Office Supplies	2,500.00	697.01	1,802.99	27.88
16 - Operating Supplies	5,000.00	544.86	4,455.14	10.90
25 - Repairs	800.00	0.00	800.00	0.00
27 - Training & Travel	5,400.00	1,010.93	4,389.07	18.72
28 - Motor Vehicle	17,300.00	73.14	17,226.86	0.42
30 - Contracted Services	24,203.00	11,673.15	12,529.85	48.23
32 - Minor Cip	4,000.00	0.00	4,000.00	0.00
<b>20 - Animal Control Officer</b>	<b>8,716.00</b>	<b>2,394.38</b>	<b>6,321.62</b>	<b>27.47</b>
01 - Salaries	4,680.00	630.00	4,050.00	13.46
30 - Contracted Services	4,036.00	1,764.38	2,271.62	43.72
<b>15 - Code Enforce/Planning</b>	<b>54,604.00</b>	<b>6,616.01</b>	<b>47,987.99</b>	<b>12.12</b>
<b>01 - Code Enforce/Planning</b>	<b>54,604.00</b>	<b>6,616.01</b>	<b>47,987.99</b>	<b>12.12</b>
01 - Salaries	49,504.00	5,130.35	44,373.65	10.36
03 - Communications	600.00	97.72	502.28	16.29
06 - Subscriptions	300.00	165.00	135.00	55.00
15 - Office Supplies	400.00	167.84	232.16	41.96
20 - Advertising	300.00	0.00	300.00	0.00
27 - Training & Travel	1,500.00	180.10	1,319.90	12.01
30 - Contracted Services	2,000.00	875.00	1,125.00	43.75
<b>20 - Library</b>	<b>34,439.00</b>	<b>3,993.79</b>	<b>30,445.21</b>	<b>11.60</b>
<b>01 - Library</b>	<b>34,439.00</b>	<b>3,993.79</b>	<b>30,445.21</b>	<b>11.60</b>
01 - Salaries	21,539.00	2,551.13	18,987.87	11.84
06 - Subscriptions	1,000.00	296.00	704.00	29.60
15 - Office Supplies	700.00	0.00	700.00	0.00
16 - Operating Supplies	10,750.00	1,146.66	9,603.34	10.67
27 - Training & Travel	200.00	0.00	200.00	0.00
32 - Minor Cip	250.00	0.00	250.00	0.00
<b>26 - Utilities</b>	<b>169,925.00</b>	<b>12,211.24</b>	<b>157,713.76</b>	<b>7.19</b>
<b>01 - Utilities</b>	<b>169,925.00</b>	<b>12,211.24</b>	<b>157,713.76</b>	<b>7.19</b>
06 - Subscriptions	250.00	250.00	0.00	100.00
10 - Utilities	168,175.00	11,961.24	156,213.76	7.11
25 - Repairs	1,500.00	0.00	1,500.00	0.00
<b>30 - Assessor</b>	<b>24,750.00</b>	<b>11,286.52</b>	<b>13,463.48</b>	<b>45.60</b>
<b>01 - Assessor</b>	<b>24,750.00</b>	<b>11,286.52</b>	<b>13,463.48</b>	<b>45.60</b>
30 - Contracted Services	24,750.00	11,286.52	13,463.48	45.60
<b>31 - Auditor</b>	<b>7,700.00</b>	<b>0.00</b>	<b>7,700.00</b>	<b>0.00</b>
<b>01 - Auditor</b>	<b>7,700.00</b>	<b>0.00</b>	<b>7,700.00</b>	<b>0.00</b>
30 - Contracted Services	7,700.00	0.00	7,700.00	0.00
<b>32 - Contingency</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>
<b>01 - Contingency</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>
30 - Contracted Services	10,000.00	0.00	10,000.00	0.00
<b>33 - Debt Service</b>	<b>487,647.00</b>	<b>12,661.89</b>	<b>474,985.11</b>	<b>2.60</b>
<b>01 - Debt Service</b>	<b>487,647.00</b>	<b>12,661.89</b>	<b>474,985.11</b>	<b>2.60</b>
30 - Contracted Services	487,647.00	12,661.89	474,985.11	2.60
<b>34 - Pensions &amp; Insurances</b>	<b>507,769.00</b>	<b>134,323.29</b>	<b>373,445.71</b>	<b>26.45</b>

## Expense Summary Report

Department(s): 01 - 49  
ALL Months

Account	YTD Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>34 - Pensions &amp; Insurances CONT'D</b>				
<b>01 - Pensions &amp; Insurances</b>	<b>507,769.00</b>	<b>134,323.29</b>	<b>373,445.71</b>	<b>26.45</b>
01 - Salaries	6,795.00	6,795.00	0.00	100.00
05 - Payroll Expenses	470,474.00	113,459.79	357,014.21	24.12
16 - Operating Supplies	1,500.00	0.00	1,500.00	0.00
30 - Contracted Services	29,000.00	14,068.50	14,931.50	48.51
<b>35 - Social Services/Welfare</b>	<b>9,500.00</b>	<b>1,338.48</b>	<b>8,161.52</b>	<b>14.09</b>
<b>05 - Welfare</b>	<b>9,500.00</b>	<b>1,338.48</b>	<b>8,161.52</b>	<b>14.09</b>
01 - Salaries	4,500.00	538.48	3,961.52	11.97
30 - Contracted Services	5,000.00	800.00	4,200.00	16.00
<b>40 - Solid Waste</b>	<b>122,746.00</b>	<b>12,970.54</b>	<b>109,775.46</b>	<b>10.57</b>
<b>01 - Solid Waste</b>	<b>122,746.00</b>	<b>12,970.54</b>	<b>109,775.46</b>	<b>10.57</b>
01 - Salaries	53,884.00	6,662.15	47,221.85	12.36
02 - Other Personnel	800.00	102.48	697.52	12.81
16 - Operating Supplies	2,700.00	51.93	2,648.07	1.92
25 - Repairs	6,000.00	53.98	5,946.02	0.90
27 - Training & Travel	1,350.00	200.00	1,150.00	14.81
28 - Motor Vehicle	1,294.00	40.00	1,254.00	3.09
30 - Contracted Services	55,718.00	5,860.00	49,858.00	10.52
32 - Minor Cip	1,000.00	0.00	1,000.00	0.00
<b>45 - County Tax</b>	<b>223,000.00</b>	<b>223,000.00</b>	<b>0.00</b>	<b>100.00</b>
<b>01 - County Tax</b>	<b>223,000.00</b>	<b>223,000.00</b>	<b>0.00</b>	<b>100.00</b>
30 - Contracted Services	223,000.00	223,000.00	0.00	100.00
<b>49 - Capital Improvements</b>	<b>245,300.00</b>	<b>3,272.00</b>	<b>242,028.00</b>	<b>1.33</b>
<b>01 - Capital Improvements</b>	<b>245,300.00</b>	<b>3,272.00</b>	<b>242,028.00</b>	<b>1.33</b>
33 - Capital Improvements	245,300.00	3,272.00	242,028.00	1.33
<b>Final Totals</b>	<b>3,152,289.00</b>	<b>574,493.92</b>	<b>2,577,795.08</b>	<b>18.22</b>

Tax Commitment 2020/2021	Collected Thru 8/31/2020	% Collected
\$3,095,832.28	\$117,198.86	3.79%
Total Town Budget	\$3,152,290.00	
Total RSU Assessment	\$1,772,155.00	
TIF District	\$0.00	
Total Budget	\$4,924,445.00	
Homestead Exemption	\$218,765.00	
BETE Reimbursement	\$42,789.00	
Total Anticipated Non Tax Revenues	\$1,385,857.00	
From Fund Balance	\$195,000.00	
Total Anticipated Tax Revenues	\$3,095,832.00	
Total Revenues	\$4,938,243.00	
Overlay	\$13,798.00	

Town Reserve Accounts  
As of 7/31/2020

	7/1/2020				7/31/2020		7/31/2020
	Beginning Balance	Paid In	Paid Out	Interest	New Balance	Owed to Town	Ending Balance
Cash Management	\$98,877.51			\$54.44	\$98,931.95		\$98,931.95
Computer Reserve	\$9,016.91			\$4.98	\$9,021.89		\$9,021.89
Unemployment Fund	\$64,840.30			\$35.70	\$64,876.00		\$64,876.00
Municipal Complex	\$29,494.62			\$16.28	\$29,510.90	\$2,700.00	\$26,810.90
Fire/Rescue Funds	\$167,740.13			\$85.50	\$167,825.63		\$167,825.63
Highway Funds	\$241,154.18			\$122.91	\$241,277.09		\$241,277.09
Solid Waste	\$36,183.29			\$18.44	\$36,201.73		\$36,201.73
Assessing	\$95,936.58			\$48.90	\$95,985.48		\$95,985.48
Library Computers	\$1,523.15			\$0.84	\$1,523.99		\$1,523.99
Recreation	\$415.91			\$0.23	\$416.14		\$416.14
BAN Escrow	\$397,230.11			\$218.69	\$397,448.80		\$397,448.80
Winterbrook Escrow	\$12,223.46			\$6.23	\$12,229.69		\$12,229.69
Police Cruiser	\$10,629.65			\$5.42	\$10,635.07		\$10,635.07
Police Training	\$21,647.19			\$11.91	\$21,659.10	\$40.65	\$21,618.45
Debt Service	\$15,121.69			\$8.34	\$15,130.03		\$15,130.03
Voting Machines	\$12,520.70			\$6.38	\$12,527.08		\$12,527.08
Sidewalks	\$83,227.74			\$42.42	\$83,270.16		\$83,270.16
MFPD Forfeiture	\$890.61			\$0.49	\$891.10		\$891.10
Insurance Reimb	\$46,393.61	\$23,115.06	\$3,261.62	\$30.66	\$66,277.71		\$66,277.71
Roads	\$10,045.67			\$5.12	\$10,050.79		\$10,050.79
FD Air Packs	\$20,009.76			\$10.20	\$20,019.96		\$20,019.96
Totals	\$1,375,122.77	\$23,115.06	\$3,261.62	\$734.08	\$1,395,710.29	\$2,740.65	\$1,392,969.64

# Manager's Report

Town of Mechanic Falls  
Tues. Sept 8, 2020



To: Town Council  
CC: Julie Ward, Town Clerk

All,

Biggest announcement: Lisa (Finance Dir.) has given me her notice as she has accepted a position in another town. I know it was a hard decision for her given her 25 year history with the town but I am very proud as this type of step proves her capability and value to the organizations she serves. Thankfully we did have a qualified candidate internally who has firsthand experience with not just our systems but our policies and department heads. This person's first day will be Sept. 8<sup>th</sup> and we will have the benefit of a short overlap for training before Lisa leaves. This will create vacancies within 2 town departments, but work is beginning to fill those positions as well.

Other activities:

- Summer Rec wrapped up so PW and I completed some repairs to the B&A building before B&A retake possession of it. Outstanding conditions include deteriorating siding. Eventually this building will need to be resided, or replaced entirely as the municipal complex development moves forward.
- The CEO and Planning Board have been working on updates to the land use, including Marijuana definitions, Notice, Dog Kennel and household waste ordinances. These will be presented.
- Our Rec Comm has been working with MAHA (Minot Hebron) and will be able to put together enough soccer fields to get us through the season. They will have one on the Babe Ruth outfield and the rest will be on town owned lands in Minot. It was just another curve ball from the RSU/pandemic, but the Committee handled it well and are moving forward.
- I have been working with the CEO and AVCOG to update our Shoreland and Zoning maps, as ours are out of compliance. AVCOG is slated to help us through this process and provide the final maps at no charge, but we have more work to do with our assessors first. Note: these are not the zoning maps, but this work will pave the way for the rest of the maps to get updated.
- We were approved for \$20,900 grant from the Cares Act. We did not get everything we applied for, but we secured funds to cover itemized staff hours for 3 months related to covid19, acquiring a new software module for the CEO/Health officer for recordkeeping and funds towards revamping our website. The lowest common benefit from these funds is that it will further insulate us from any unexpected revenue shortfalls as we will be offsetting over \$15k in salaries from the current budget. I still have more work to do with completing the requisitions and monthly financials reporting, so this will be ongoing for the next couple of months.
- Worked with CEO and TRIO software to demo CEO/Health officer module within our existing Municipal software. Moving forward we are looking at uploading information from our old CEO database into the new module as well as customizing reporting and application forms.
- We were able to clean up some of the walls around the council chambers for the Historical Society to begin hanging some of their artifacts in the building. This work will continue.
- Following up on the Department Head/Safety meeting we worked with the Library to revisit emergency action plans on hand and make any updates as needed.
- Had preliminary conversation with the Maine Conservation Corp reps regarding waterfront & trail assessment and development on the Municipal complex. Continued efforts include seeking new grant funds to acquire an Ameri-corps Steward to work with town staff and volunteers to complete planning and project development activities.
- Gathered proposals from 5 area surveyors to complete a property line delineation as well as topography and utility demarcation plan on the Municipal complex. This plan was tabled last year, but further research has turned up confusion regarding Androscoggin Dr placement as well as potential availability of more property east of that road which the town could utilize for PW & Fire layout yard and storage.
- Finalized the agreement allowing a new home to be built on 2<sup>nd</sup> Ave. Because of this, Water Dept. is looking to run a new line up Second Ave to add this service.

# Mechanic Falls Animal Control Report

Month of August 2020

Number of Animal Control Calls:

Dogs 17

Other \_\_\_\_\_ (Please specify in notes below)

Number of calls involving Nuisance Dogs: 1 Dog Attack, for a Dog.

Number of calls involving Dangerous Dogs: \_\_\_\_\_

Number of calls that resulted in claims: 1 Cat Bite  
(i.e. damage to property, bites, etc)

Number of Animals surrendered to the shelter:

--Dogs 1

Cats 2

Other \_\_\_\_\_ (Please Specify in notes below)

NOTES:

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Paul  
Signature - Animal Control Officer

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

**Librarian's Report**  
**September 1, 2020**

	<b>Circulation</b>			<b>Usage</b>	
	<b>August '19</b>	<b>August '20</b>		<b>August '19</b>	<b>August '20</b>
<b>Adult Fiction</b>	<b>318</b>	<b>213</b>	<b>Computer Usage</b>	<b>42</b>	<b>18</b>
<b>Adult Non-Fic</b>	<b>46</b>	<b>23</b>	<b>Walk Ins</b>	<b>425</b>	<b>196</b>
<b>Children's Pic</b>	<b>155</b>	<b>95</b>	<b>ILL's</b>	<b>59</b>	<b>28</b>
<b>Juvenile Fic</b>	<b>92</b>	<b>18</b>	<b>Reference</b>	<b>121</b>	<b>35</b>
<b>YA Fic</b>	<b>51</b>	<b>35</b>	<b>Wi-Fi</b>	<b>124</b>	<b>56</b>
<b>J/YA Non-Fic</b>	<b>8</b>	<b>10</b>	<b>New Patrons</b>	<b>11</b>	<b>1</b>
<b>DVD's</b>	<b>39</b>	<b>27</b>	<b>Programs</b>	<b>11</b>	<b>0</b>
<b>Audio/Cloud Lib.</b>	<b>6</b>	<b>10</b>	<b>Pre-school Story-time</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>826</b>	<b>454</b>	<b>Total</b>	<b>826</b>	<b>347</b>

The pre-school story time is on hold for right now. The Maine State Library has concluded that self-distancing is not feasible with preschoolers for now. I will contact all of the parents to inform them of the changes.

As you can see from the numbers, the patronage is picking up slowly. Patrons are trusting that the library is doing all we can to help stop the spread of the virus.

Our program is still scheduled for September 27<sup>th</sup> at 2 pm to do the rock craft in the council room.

Stop by for a visit and to get a card, if you don't have one.



Nancy Petersons, Mechanic Falls Public Library Director



# MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road  
Mechanic Falls, ME 04256

8/31/2020  
3:57:08 PM

## Fire Pay Roll Report August 2020 (07-27...08-30)

<b>Arsenault, Chris</b>			<b>09:15</b>	<b>\$117.94</b>
<i>Lieutenant</i>			<i>\$12.75</i>	<i>09:15</i>
Fri	7/31/2020	60 Water St Mechanic Falls Power Line Down / Arcing :: Lt	02:15	\$28.69
Fri	8/28/2020	Perry Rd Hartford Brush / Woods / Grass Fire :: Lt	04:00	\$51.00
Sat	8/29/2020	20 Checstnut Drive Poland Building Fire :: Lt	02:00	\$25.50
Sun	8/30/2020	13 Back Street Mechanic Falls Alarm System Activation, No Fire - Unintentional :: Lt	01:00	\$12.75
<b>Casey, Tom</b>			<b>04:00</b>	<b>\$53.00</b>
<i>Captain</i>			<i>\$13.25</i>	<i>04:00</i>
Mon	7/27/2020	:: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Capt	03:00	\$39.75
Mon	8/3/2020	290 Ryerson Hill Rd Paris Cover Assignment, Standby, Moveup :: Capt	01:00	\$13.25
<b>Damon, Jon</b>			<b>34:30</b>	<b>\$131.25</b>
<i>Credit Only</i>			<i>\$0.00</i>	<i>24:30</i>
Tue	8/4/2020	100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr	24:00	\$0.00
Tue	8/4/2020	34 Marshall St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr	00:30	\$0.00
<i>Deputy Chief Fire</i>			<i>\$14.25</i>	<i>05:00</i>
Mon	7/27/2020	:: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Dc/f	03:00	\$42.75
Tue	8/25/2020	345 South Main Street Mechanic Falls Electrical Wiring/equipment Problem, Other :: Dc/f	01:00	\$14.25
Sun	8/30/2020	13 Back Street Mechanic Falls Alarm System Activation, No Fire - Unintentional :: Dc/f	01:00	\$14.25
<i>Firefighter/Private</i>			<i>\$12.00</i>	<i>05:00</i>
Tue	8/4/2020	:: Department Detail :: Station Coverage For Wind Storm. Responded To 100 Elm, 231 Pleasant, 100 Jordan, 250 Mechanic Falls Rd, Lane Rd/rt 26, 34 Marshall St :: Ff	05:00	\$60.00
<b>Doherty, Tom</b>			<b>04:00</b>	<b>\$42.75</b>
<i>Credit Only</i>			<i>\$0.00</i>	<i>01:00</i>
Tue	8/25/2020	345 South Main Street Mechanic Falls Electrical Wiring/equipment Problem, Other :: Cr	01:00	\$0.00
<i>Deputy Chief Fire</i>			<i>\$14.25</i>	<i>03:00</i>
Mon	8/3/2020	290 Ryerson Hill Rd Paris Cover Assignment, Standby, Moveup :: Dc/f	01:00	\$14.25



# MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road  
Mechanic Falls, ME 04256

8/31/2020  
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## Fire Pay Roll Report August 2020 (07-27...08-30)

Sun	8/9/2020 17 Park Street Mechanic Falls Service Call, Other	:: Dc/f	01:00	\$14.25
Tue	8/25/2020 84 North Main Street Mechanic Falls Heat From Short Circuit (wiring), Defective/worn	:: Dc/f	01:00	\$14.25
<b>Downing, Brady</b>			<b>43:15</b>	<b>\$231.50</b>
<i>Credit Only</i>			<i>24:00</i>	<i>\$0.00</i>
Tue	8/4/2020 100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation	:: Cr	24:00	\$0.00
<i>Driver</i>			<i>02:00</i>	<i>\$24.50</i>
Sun	8/9/2020 17 Park Street Mechanic Falls Service Call, Other	:: Dr	01:00	\$12.25
Mon	8/10/2020 Center Minot Hill Minot Dispatched & Canceled En Route	:: Dr	01:00	\$12.25
<i>Firefighter/Private</i>			<i>17:15</i>	<i>\$207.00</i>
Thu	7/30/2020 399 Natasha Place Mechanic Falls Power Line Down / Arcing	:: Ff	03:00	\$36.00
Fri	7/31/2020 60 Water St Mechanic Falls Power Line Down / Arcing	:: Ff	02:15	\$27.00
Mon	8/3/2020 290 Ryerson Hill Rd Paris Cover Assignment, Standby, Moveup	:: Ff	01:00	\$12.00
Tue	8/4/2020 :: Department Detail :: Station Coverage For Wind Storm. Responded To 100 Elm, 231 Pleasant, 100 Jordan, 250 Mechanic Falls Rd, Lane Rd/rt 26, 34 Marshall St	:: Ff	05:00	\$60.00
Fri	8/28/2020 Perry Rd Hartford Brush / Woods / Grass Fire	:: Ff	04:00	\$48.00
Sat	8/29/2020 20 Checstnut Drive Poland Building Fire	:: Ff	02:00	\$24.00
<b>Fifield, Dale</b>			<b>24:00</b>	<b>\$288.00</b>
<i>Firefighter/Private</i>			<i>24:00</i>	<i>\$288.00</i>
Tue	8/4/2020 100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation	:: Ff	24:00	\$288.00
<b>Harvey, Paul</b>			<b>11:15</b>	<b>\$136.31</b>
<i>Driver</i>			<i>05:15</i>	<i>\$64.31</i>
Fri	7/31/2020 60 Water St Mechanic Falls Power Line Down / Arcing	:: Dr	02:15	\$27.56
Tue	8/25/2020 84 North Main Street Mechanic Falls Heat From Short Circuit (wiring), Defective/worn	:: Dr	01:00	\$12.25
Sat	8/29/2020 20 Checstnut Drive Poland Building Fire	:: Dr	02:00	\$24.50
<i>Firefighter/Private</i>			<i>06:00</i>	<i>\$72.00</i>
Mon	7/27/2020 :: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Ff		03:00	\$36.00
Mon	8/17/2020 :: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List	:: Ff	03:00	\$36.00
<b>Hodgkin, Caleb</b>			<b>40:45</b>	<b>\$195.25</b>



# MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road  
Mechanic Falls, ME 04256

8/31/2020  
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## Fire Pay Roll Report August 2020 (07-27...08-30)

<i>Credit Only</i>		<i>\$0.00</i>	<i>24:30</i>	<i>\$0.00</i>
Tue	8/4/2020 34 Marshall St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr		00:30	\$0.00
Tue	8/4/2020 100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr		24:00	\$0.00
<i>Driver</i>		<i>\$12.25</i>	<i>01:00</i>	<i>\$12.25</i>
Mon	8/3/2020 290 Ryerson Hill Rd Paris Cover Assignment, Standby, Moveup :: Dr		01:00	\$12.25
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>15:15</i>	<i>\$183.00</i>
Mon	7/27/2020 :: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Ff		03:00	\$36.00
Fri	7/31/2020 60 Water St Mechanic Falls Power Line Down / Arcing :: Ff		02:15	\$27.00
Tue	8/4/2020 :: Department Detail :: Station Coverage For Wind Storm. Responded To 100 Elm, 231 Pleasant, 100 Jordan, 250 Mechanic Falls Rd, Lane Rd/rt 26, 34 Marshall St :: Ff		05:00	\$60.00
Mon	8/17/2020 :: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List :: Ff		03:00	\$36.00
Sat	8/29/2020 20 Checstnut Drive Poland Building Fire :: Ff		02:00	\$24.00
<b>Jimmo, Brittin</b>			<b>34:30</b>	<b>\$120.00</b>
<i>Credit Only</i>		<i>\$0.00</i>	<i>24:30</i>	<i>\$0.00</i>
Tue	8/4/2020 34 Marshall St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr		00:30	\$0.00
Tue	8/4/2020 100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr		24:00	\$0.00
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>10:00</i>	<i>\$120.00</i>
Tue	8/4/2020 :: Department Detail :: Station Coverage For Wind Storm. Responded To 100 Elm, 231 Pleasant, 100 Jordan, 250 Mechanic Falls Rd, Lane Rd/rt 26, 34 Marshall St :: Ff		05:00	\$60.00
Mon	8/17/2020 :: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List :: Ff		03:00	\$36.00
Sat	8/29/2020 20 Checstnut Drive Poland Building Fire :: Ff		02:00	\$24.00
<b>Letarte, Bridgette</b>			<b>09:00</b>	<b>\$108.00</b>
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>09:00</i>	<i>\$108.00</i>
Mon	7/27/2020 :: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Ff		03:00	\$36.00
Thu	7/30/2020 399 Natasha Place Mechanic Falls Power Line Down / Arcing :: Ff		03:00	\$36.00



# MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road  
Mechanic Falls, ME 04256

8/31/2020  
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## Fire Pay Roll Report August 2020 (07-27...08-30)

Mon	8/17/2020 :: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List :: Ff	03:00	\$36.00
<b>Limerick, Ben</b>		<b>55:45</b>	<b>\$391.94</b>
<i>Credit Only</i>		<i>\$0.00</i>	<i>24:30</i>
Tue	8/4/2020 34 Marshall St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr	00:30	\$0.00
Tue	8/4/2020 100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr	24:00	\$0.00
<i>Driver</i>		<i>\$12.25</i>	<i>01:00</i>
Mon	8/3/2020 290 Ryerson Hill Rd Paris Cover Assignment, Standby, Moveup :: Dr	01:00	\$12.25
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>08:00</i>
Tue	8/4/2020 :: Department Detail :: Station Coverage For Wind Storm. Responded To 100 Elm, 231 Pleasant, 100 Jordan, 250 Mechanic Falls Rd, Lane Rd/rt 26, 34 Marshall St :: Ff	05:00	\$60.00
Mon	8/17/2020 :: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List :: Ff	03:00	\$36.00
<i>Lieutenant</i>		<i>\$12.75</i>	<i>06:15</i>
Mon	7/27/2020 :: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Lt	03:00	\$38.25
Fri	7/31/2020 60 Water St Mechanic Falls Power Line Down / Arcing :: Lt	02:15	\$28.69
Mon	8/10/2020 Center Minot Hill Minot Dispatched & Canceled En Route :: Lt	01:00	\$12.75
<i>Lt Driver</i>		<i>\$12.75</i>	<i>16:00</i>
Sun	8/9/2020 17 Park Street Mechanic Falls Service Call, Other :: Ltldr	01:00	\$12.75
Tue	8/25/2020 12 Callahan Circle Mechanic Falls Electrical Wiring/equipment Problem, Other :: Ltldr	01:00	\$12.75
Tue	8/25/2020 345 South Main Street Mechanic Falls Electrical Wiring/equipment Problem, Other :: Ltldr	01:00	\$12.75
Fri	8/28/2020 Perry Rd Hartford Brush / Woods / Grass Fire :: Ltldr	04:00	\$51.00
Sat	8/29/2020 1 Perry Rd Hatrford Public Service Assistance, Other :: Ltldr	06:00	\$76.50
Sat	8/29/2020 20 Checstnut Drive Poland Building Fire :: Ltldr	02:00	\$25.50
Sun	8/30/2020 13 Back Street Mechanic Falls Alarm System Activation, No Fire - Unintentional :: Ltldr	01:00	\$12.75
<b>Limerick, Hannah</b>		<b>09:00</b>	<b>\$108.00</b>



# MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road  
Mechanic Falls, ME 04256

8/31/2020  
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## Fire Pay Roll Report August 2020 (07-27...08-30)

<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>09:00</i>	<i>\$108.00</i>
Mon	7/27/2020 :: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Ff		03:00	\$36.00
Mon	8/10/2020 :: Truck Check :: All Water Rescue Gear Inspected And Remains In Service. :: Ff		02:00	\$24.00
Mon	8/17/2020 :: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List :: Ff		03:00	\$36.00
Sun	8/30/2020 13 Back Street Mechanic Falls Alarm System Activation, No Fire - Unintentional :: Ff		01:00	\$12.00
<b>Limerick, Micheal</b>			<b>35:00</b>	<b>\$134.50</b>
<i>Credit Only</i>		<i>\$0.00</i>	<i>24:00</i>	<i>\$0.00</i>
Tue	8/4/2020 100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation :: Cr		24:00	\$0.00
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>09:00</i>	<i>\$108.00</i>
Mon	8/3/2020 290 Ryerson Hill Rd Paris Cover Assignment, Standby, Moveup :: Ff		01:00	\$12.00
Tue	8/4/2020 :: Department Detail :: Station Coverage For Wind Storm. Responded To 100 Elm, 231 Pleasant, 100 Jordan, 250 Mechanic Falls Rd, Lane Rd/rt 26, 34 Marshall St :: Ff		05:00	\$60.00
Mon	8/17/2020 :: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List :: Ff		03:00	\$36.00
<i>Safety Off.</i>		<i>\$13.25</i>	<i>02:00</i>	<i>\$26.50</i>
Sat	8/29/2020 20 Checstnut Drive Poland Building Fire :: So		02:00	\$26.50
<b>Madore, Randy</b>			<b>03:00</b>	<b>\$38.25</b>
<i>Lieutenant</i>		<i>\$12.75</i>	<i>03:00</i>	<i>\$38.25</i>
Thu	7/30/2020 399 Natasha Place Mechanic Falls Power Line Down / Arcing :: Lt		03:00	\$38.25
<b>Merrick, Uriah</b>			<b>06:00</b>	<b>\$72.50</b>
<i>Driver</i>		<i>\$12.25</i>	<i>02:00</i>	<i>\$24.50</i>
Mon	8/10/2020 Center Minot Hill Minot Dispatched & Canceled En Route :: Dr		01:00	\$12.25
Tue	8/11/2020 :: Truck Check :: Completed Truck Check On Utility 4. Also Took It Out On The Road. Everything Is Good Other Than Passenger Side Wigwag Is Still Out. :: Dr		01:00	\$12.25
<i>Firefighter/Private</i>		<i>\$12.00</i>	<i>04:00</i>	<i>\$48.00</i>
Tue	8/4/2020 100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation :: Ff		03:00	\$36.00
Tue	8/25/2020 12 Callahan Circle Mechanic Falls Electrical Wiring/equipment Problem, Other :: Ff		01:00	\$12.00

## Fire Pay Roll Report August 2020 (07-27...08-30)

<b>Moulton, Lucas</b>						<b>27:00</b>	<b>\$324.00</b>	
<i>Firefighter/Private</i>						<i>\$12.00</i>	<i>27:00</i>	<i>\$324.00</i>
Tue	8/4/2020	100 Elm St	Mechanic Falls Wind Storm Assessment / Mitigation	:: Ff	24:00	\$288.00		
Tue	8/25/2020	12 Callahan Circle	Mechanic Falls Electrical Wiring/equipment Problem, Other	:: Ff	01:00	\$12.00		
Sat	8/29/2020	20 Checstnut Drive	Poland Building Fire	:: Ff	02:00	\$24.00		
<b>Smith, Eric</b>						<b>11:00</b>	<b>\$133.50</b>	
<i>Driver</i>						<i>\$12.25</i>	<i>06:00</i>	<i>\$73.50</i>
Thu	7/30/2020	100 Elm Street	Mechanic Falls Service Call, Other	:: Dr	01:00	\$12.25		
Mon	8/10/2020	Center Minot Hill	Minot Dispatched & Canceled En Route	:: Dr	01:00	\$12.25		
Fri	8/28/2020	Perry Rd	Hartford Brush / Woods / Grass Fire	:: Dr	04:00	\$49.00		
<i>Firefighter/Private</i>						<i>\$12.00</i>	<i>05:00</i>	<i>\$60.00</i>
Mon	7/27/2020	:: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Ff				03:00	\$36.00	
Sat	8/29/2020	20 Checstnut Drive	Poland Building Fire	:: Ff	02:00	\$24.00		
<b>Sturtevant, Fred</b>						<b>08:00</b>	<b>\$126.00</b>	
<i>Chief</i>						<i>\$15.75</i>	<i>08:00</i>	<i>\$126.00</i>
Mon	7/27/2020	:: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Ch				03:00	\$47.25	
Thu	7/30/2020	100 Elm Street	Mechanic Falls Service Call, Other	:: Ch	01:00	\$15.75		
Fri	8/7/2020	38 Bucknam Street	Mechanic Falls Ems Call	:: Ch	01:00	\$15.75		
Sat	8/29/2020	20 Checstnut Drive	Poland Building Fire	:: Ch	02:00	\$31.50		
Sun	8/30/2020	13 Back Street	Mechanic Falls Alarm System Activation, No Fire - Unintentional	:: Ch	01:00	\$15.75		
<b>Toth, Zac</b>						<b>31:00</b>	<b>\$372.00</b>	
<i>Firefighter/Private</i>						<i>\$12.00</i>	<i>31:00</i>	<i>\$372.00</i>
Mon	7/27/2020	:: Specialized Rescue Training :: Water Rescue Class, Focused On Shore Operations And Basic Water Rescue Skills And Techniques. :: Ff				03:00	\$36.00	
Thu	7/30/2020	100 Elm Street	Mechanic Falls Service Call, Other	:: Ff	01:00	\$12.00		
Tue	8/4/2020	100 Elm St	Mechanic Falls Wind Storm Assessment / Mitigation	:: Ff	24:00	\$288.00		
Mon	8/17/2020	:: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List :: Ff				03:00	\$36.00	

Fire Pay Roll Report August 2020 (07-27...08-30)

Towle, Dorothy			29:00	\$355.25
<i>Firefighter/Private</i>			<i>29:00</i>	<i>\$355.25</i>
Tue	8/4/2020	100 Elm St Mechanic Falls Wind Storm Assessment / Mitigation :: Ff	24:00	\$294.00
Mon	8/10/2020	Center Minot Hill Minot Dispatched & Canceled En Route :: Ff	01:00	\$12.25
Mon	8/17/2020	:: Basic Firefighting Training :: Hose Line Advancement Using Engine 2. Teams Puled Triple Lay And Minute Man Loads. Need To Add Shaun Loreng To Staff List :: Ff	03:00	\$36.75
Tue	8/25/2020	84 North Main Street Mechanic Falls Heat From Short Circuit (wiring), Defective/worn :: Ff	01:00	\$12.25
			429:15	\$3479.94

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FRED C STURTEVANT  
CHIEF



**MECHANIC FALLS FIRE-RESCUE**  
108 Lewiston Road  
Mechanic Falls , ME 04256

8/31/2020  
3:54:27 PM

Fire Pay Roll Report August 2020 (07-27...08-30)

FIRE Payroll		429:15	\$3,479.94
CAPT	Captain	04:00	\$53.00
CH	Chief	08:00	\$126.00
CR	Credit Only	147:00	\$0.00
DC/F	Deputy Chief Fire	08:00	\$114.00
DR	Driver	17:15	\$211.31
FF	Firefighter/Private	208:30	\$2,509.25
LT	Lieutenant	18:30	\$235.88
LTDR	Lt Driver	16:00	\$204.00
SO	Safety Off.	02:00	\$26.50
Total		429:15	\$3,479.94

\_\_\_\_\_  
FRED C STURTEVANT  
CHIEF



**MECHANIC FALLS FIRE-RESCUE**  
108 Lewiston Road  
Mechanic Falls , ME 04256

8/31/2020  
3:50:22 PM

Rescue Pay Roll Report August 2020(07-27...08-30)

Barton, David	07:30	\$95.62
Doherty, Kelli	02:00	\$24.00
Doherty, Tom	07:00	\$99.75
Hodgkin, Caleb	02:00	\$24.50
Jimmo, Brittin	03:00	\$36.75
Limerick, Ben	02:00	\$24.50
Towle, Dorothy	01:00	\$12.25
<b>Total</b>	<b>24:30</b>	<b>\$317.37</b>

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FRED C STURTEVANT  
CHIEF



**MECHANIC FALLS FIRE-RESCUE**  
108 Lewiston Road  
Mechanic Falls , ME 04256

8/31/2020  
3:49:29 PM

Rescue Pay Roll Report August 2020(07-27...08-30)

<b>EMS Payroll</b>		<b>24:30</b>	<b>\$317.37</b>
EM/D	Rescue/Driver	03:00	\$36.75
EMS	EMS Private	04:00	\$48.00
EMT-B	Emt-Basic	10:30	\$132.87
EMT-P	Emt-Paramedic	07:00	\$99.75
<b>Total</b>		<b>24:30</b>	<b>\$317.37</b>

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FRED C STURTEVANT  
CHIEF



# MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road  
Mechanic Falls , ME 04256

8/31/2020  
3:51:44 PM

## Rescue Pay Roll Report August 2020(07-27...08-30)

<b>Barton, David</b>		<b>07:30</b>	<b>\$95.62</b>
<i>Emt-Basic</i>		<i>\$12.75</i>	<i>07:30</i>
Mon	7/27/2020 :: Truck Check :: Medication Picked Up At Cmmc Pharmacy- Nitroglycerin Spray, Bid And Aspirin @ 81 Mg Was Picked Up.  Chief Casey Has Been Made Aware Of Upcoming Medications That Needs To Be Ordered.	01:45	\$22.31
Wed	8/5/2020 :: Truck Check :: Truck/bag Check And Drug Log Administration For Rescue  Aed Check For All Trucks And Station	01:45	\$22.31
Sun	8/9/2020 132 Pleasant Street Mechanic Falls Medical Assist, Assist Ems Crew :: Emt-b	01:00	\$12.75
Wed	8/19/2020 :: Admin Hours @ Fire Station :: Drug Log Check On Rescue.  Deputy Chief Casey Has Been Made Aware At Monthly Meeting Of Upcoming Medications To Expire. No Notification Has Been Made If Is Available For Pick Up Or Not. :: Emt-b	01:00	\$12.75
Mon	8/24/2020 :: Ems Training :: Did Online Training For Ceh Renewal- Chief Approved :: Emt-b	02:00	\$25.50
<b>Doherty, Kelli</b>		<b>02:00</b>	<b>\$24.00</b>
<i>EMS Private</i>		<i>\$12.00</i>	<i>02:00</i>
Sat	8/15/2020 12 Callahan Cir Mechanic Falls Medical Assist, Assist Ems Crew :: Ems	02:00	\$24.00
<b>Doherty, Tom</b>		<b>07:00</b>	<b>\$99.75</b>
<i>Emt-Paramedic</i>		<i>\$14.25</i>	<i>07:00</i>
Wed	8/5/2020 11 Bucknam Street Mechanic Falls Ems Call :: Emt-p	01:00	\$14.25
Fri	8/7/2020 38 Bucknam Street Mechanic Falls Ems Call :: Emt-p	01:00	\$14.25
Sun	8/9/2020 132 Pleasant Street Mechanic Falls Medical Assist, Assist Ems Crew :: Emt-p	01:00	\$14.25
Sat	8/15/2020 12 Callahan Cir Mechanic Falls Medical Assist, Assist Ems Crew :: Emt-p	02:00	\$28.50
Mon	8/24/2020 166 Saunders Road Mechanic Falls Medical Assist, Assist Ems Crew :: Emt-p	01:00	\$14.25
Tue	8/25/2020 21 Depot Square Mechanic Falls Ems Call :: Emt-p	01:00	\$14.25
<b>Hodgkin, Caleb</b>		<b>02:00</b>	<b>\$24.50</b>



# MECHANIC FALLS FIRE-RESCUE

108 Lewiston Road  
Mechanic Falls , ME 04256

8/31/2020  
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## Rescue Pay Roll Report August 2020(07-27...08-30)

<i>Emt-Basic</i>			<i>\$12.25</i>		<i>02:00</i>	<i>\$24.50</i>
Thu	7/30/2020	532 Pigeon Hill Rd	Mechanic Falls Ems Call	:: Emt-b	02:00	\$24.50
<b>Jimmo, Brittin</b>					<b>03:00</b>	<b>\$36.75</b>
<i>EMS Private</i>			<i>\$12.00</i>		<i>02:00</i>	<i>\$24.00</i>
Thu	8/6/2020	15 Elm St	Mechanic Falls Ems Call	:: Ems	02:00	\$24.00
<i>Emt-Basic</i>			<i>\$12.75</i>		<i>01:00</i>	<i>\$12.75</i>
Mon	8/10/2020	Center Minot Hill	Minot Dispatched & Canceled En Route	:: Emt-b	01:00	\$12.75
<b>Limerick, Ben</b>					<b>02:00</b>	<b>\$24.50</b>
<i>Rescue/Driver</i>			<i>\$12.25</i>		<i>02:00</i>	<i>\$24.50</i>
Sat	8/15/2020	12 Callahan Cir	Mechanic Falls Medical Assist, Assist Ems Crew	:: Em/d	02:00	\$24.50
<b>Towle, Dorothy</b>					<b>01:00</b>	<b>\$12.25</b>
<i>Rescue/Driver</i>			<i>\$12.25</i>		<i>01:00</i>	<i>\$12.25</i>
Tue	8/25/2020	21 Depot Square	Mechanic Falls Ems Call	:: Em/d	01:00	\$12.25
					24:30	\$317.37

\_\_\_\_\_  
FRED C STURTEVANT  
CHIEF



**MECHANIC FALLS FIRE-RESCUE**  
108 Lewiston Road  
Mechanic Falls , ME 04256

8/31/2020  
3:56:15 PM

Fire Pay Roll Report August 2020 (07-27...08-30)

Arsenault, Chris	09:15	\$117.94
Casey, Tom	04:00	\$53.00
Damon, Jon	34:30	\$131.25
Doherty, Tom	04:00	\$42.75
Downing, Brady	43:15	\$231.50
Fifield, Dale	24:00	\$288.00
Harvey, Paul	11:15	\$136.31
Hodgkin, Caleb	40:45	\$195.25
Jimmo, Brittin	34:30	\$120.00
Letarte, Bridgette	09:00	\$108.00
Limerick, Ben	55:45	\$391.94
Limerick, Hannah	09:00	\$108.00
Limerick, Micheal	35:00	\$134.50
Madore, Randy	03:00	\$38.25
Merrick, Uriah	06:00	\$72.50
Moulton, Lucas	27:00	\$324.00
Smith, Eric	11:00	\$133.50
Sturtevant, Fred	08:00	\$126.00
Toth, Zac	31:00	\$372.00
Towle, Dorothy	29:00	\$355.25
<b>Total</b>	<b>429:15</b>	<b>\$3,479.94</b>

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FRED C STURTEVANT  
CHIEF

*Mechanic Falls Historical Society*

*108 Lewiston Street • Mechanic Falls, Maine 04256*

July 15, 2020

Opened 6:30 PM by Eriks Petersons  
Directors present: Eriks Petersons, Nancy Petersons,  
Directors absent: Jim Craig  
Members present: Dorothy Bouchles, Francis Perkins

**Secretary's Report**

June 17, 2020 Meeting Minutes  
Motion to Accept: Eriks Petersons  
Seconded: Dorothy Bouchles  
Vote: Unanimous

**Treasurer's Report**

June 2020 Treasurer's Report

Opening Balance \$2,900.28 Closing Balance \$2,800.98

One expenditure of \$100.00 gift card for the Public Works, as approved at the previous meeting.

Motion to Accept: Dorothy Bouchles  
Seconded: Eriks Petersons  
Vote: Unanimous

**New Business**

Discussion followed about the organization of the collection that is now housed in the Town Office and gymnasium. Eriks will contact Public Works to hang the large sign in the Council Room. Eriks will also contact Kathy Pray and Peter McDonald to help with the organizing of the collection.

THE NEXT REGULAR MEETING IS SCHEDULED FOR 6:30 PM WEDNESDAY AUGUST 19, 2020 AT THE MUNICIPAL BUILDING COUNCIL ROOM.

Motion to adjourn: Eriks Petersons

Second: Nancy Petersons

Vote: unanimous

Meeting adjourned: 7:30 PM

**MONTHLY REPORT FOR AUGUST 2020  
MECHASNICFALLS PUBLIC WORKS DEPT.  
SUBMMITED BY SCOTT R.PENNEY, FOREMAN**

**MON\*\*\*8/3/2020**

Repair washouts all over town, patch all over town, mow grass

**TUES\*\*\*8/4/2020**

Check more roads for washouts, repair, patch areas, matt down at cemetary on Main street, haul gravel.

**WED\*\*\*8/5/2020**

Cut up trees that came down during storm, paint stripe stop lines.

**THURS\*\*\*8/6/2020**

Pick up rest of debris on Elm and Jordan roads, , do dump run, mow grass, ditch on Austin road.

**MON\*\*\*8/10/2020**

Ditch on Austin Road, Bushog on North Street, mow grass.

**TUES\*\*\*8/11/2020**

Ditch on Austin Road, Bushog on Lane Road, haul gravel rest of day, paint stripe rest of lines, mow grass.

**WED\*\*\*8/12/2020**

Move excavator to North Street, haul gravel, mow grass.

**THURS\*\*\*8/13/2020**

Ditch on North Street, Bushog, Jordan, Perkins, Libby Roads, mow grass.

**MON\*\*\*8/17/2020**

Ditch on North Street, matt down on North street, Bushog, mow grass.

**TUES\*\*\*8/18/2020**

Ditch on North Street, cut trees down back, mow grass.

**WED\*\*\*8/19/2020**

Ditch onNorth Street, go get bucket truck and replace traffic light bulb in square, cut down big branch on Park Street, cut brush and weed wack on Elm Street sidewalk.

**THURS\*\*\*8/20/2020**

Ditch on North street, Bushog Libby Road.

**MON\*\*\*8/24/2020**

Do dump run from Headstart building, mowed around tennis courts and head start building, timed, ditch on north Street.

**TUES\*\*\*8/25/2020**

Ditch on North Street, check roads for debris after storm.

**WED\*\*\*8/26/2020**

Cleaned up downed trees from storm, mowed town office, ditched on North Street, sawed culvert pavement to get ready for replacement, go to Second Ave. to see about extending roadway.

**THURS\*\*\*8/27/2020**

Ditch on North Street, mow ballfields, fix door and siding at Headstart building.

**MON\*\*\*8/31/2020**

Ditch on North Street, clean shop, meet with salesman about skidsteer, go get Mack from Big Rig, steering box replaced, burn old records, mow grass.

Thanks, Scott, very sorry to hear that Lisa Prevost will be leaving us, she started when I did a little over 25 years ago, she will be missed by this town, good luck to her new endeavors.

Amendment to Contract for  
Town Manager Zachary Maher

WHEREAS, the Town of Mechanic Falls and Zachary Maher, current Town Manager, have entered into a contractual relation outlining the relationship between Mr. Maher as Town Manager and the Town of Mechanic Falls dated June, 2018; and

WHEREAS, pursuant to the Town of Mechanic Falls' Charter, any contract with a town manager is limited to a three year term; and

WHEREAS, the original contract which was entered into by the Town Council with Mr. Maher set out a term of approximately four years; and

WHEREAS, the Town Council did not have the authority to grant a contract for any term longer than three years.

NOW THEREFORE, the Town council takes the following action.

1. The Town Council hereby amends the contract with Zachary Maher to reduce the term to three years from its original date to indicate that the contract will expire on the third year anniversary of the original contract date, to wit, June 30, 2021.
2. This action is being taken by the Town Council of its own volition to bring the contract into compliance with the Town of Mechanic Falls' Charter, Article II, Section 3-A.
3. The Town Council hereby ratifies and affirms all of the remaining terms and conditions of the contract dated June, 2018, and all of those terms and conditions shall remain in full force and effect.

Pursuant to a motion duly made and seconded this Amendment was ratified by the Mechanic Falls Town Council on September \_\_\_\_, 2020.

Dated: September \_\_\_\_, 2020

\_\_\_\_\_  
Kieth Bennett, Chair

\_\_\_\_\_  
John Emery

\_\_\_\_\_  
Tarsha Downing

\_\_\_\_\_  
Rose Aikman

\_\_\_\_\_  
Raymond Lavoie

Janet T. Mills  
Governor

Jeanne M. Lambrew, Ph.D.  
Commissioner



Maine Department of Health and Human Services  
Division of Contract Management  
11 State House Station  
109 Capitol Street  
Augusta, Maine 04333-0011  
Tel.: (207) 287-3707; Fax: (207) 287-5031  
TTY: Dial 711 (Maine Relay)

August 12, 2020

Via Electronic Mail: [zmaher@mechanicfalls.org](mailto:zmaher@mechanicfalls.org)

Mechanic Falls Town Of  
Zachary Maher  
108 Lewiston Street  
Mechanic Falls, ME 4256

SUBJECT: Notice of Conditional Contract Award under DHHS' Request for Applications "Keep Maine Healthy 2020 Municipal COVID-19 Awareness Campaign"

Dear Zachary Maher:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Health and Human Services. The Department has evaluated your proposal using the criteria outlined in the RFA, and the Department is hereby approving your request for funding to support your submitted plan as per the following conditions and specifications.

Funding amount approved:\$20,900.00

Your request to fund costs associated with computer and credit card machine purchases was determined to be ineligible and/or not to be in alignment with the objective of this program and will not be reimbursed. Please contact us with any questions about this decision.

This Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between your organization and the Department. As such, your organization shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract. The Department will reach out to you to begin the process of developing the written contract.

This written contract will cover allowable expenses, based upon the approved plan, retroactive to August 1, 2020. Please note that included as a part of the terms and conditions of the written contract are the Cost Principles specified in the Uniform Guidance, 2 CFR 200 Subpart E – Cost Principles <https://www.ecfr.gov/cgi-bin/text-idx?SID=9dc986444f8e1a9665d4eee9c76c77fc&mc=true&node=sp2.1.200.e&rgn=div6>. Expenditures that are made outside of the terms and conditions of the written contract, including the Uniform Guidance Cost Principles, will not be eligible for reimbursement. Additionally, expenditures can only be paid for by one funding source. Awardees may not submit allowable expenditures for reimbursement under this program that are, or may, also be eligible for reimbursement from other available federal or other public funding source for COVID-19 relief that is now, or that becomes

available during the term of this Agreement. The written contract will require your agency to keep records to this effect as well as to support reimbursable expenses.

The Uniform Guidance requires the Department to monitor each subrecipient of these funds. As such, the written contract will require regular reporting to assess the progress of these projects which are being funded.

For costs not approved by this Contract Award, additional resources may be available to assist, including:

- FEMA Public Assistance. Please visit the MEMA website at <https://www.maine.gov/mema/grants/public-assistance-grant-program>. For questions, contact [maine.recovery@maine.gov](mailto:maine.recovery@maine.gov).
- State of Maine, Bureau of the Budget. Coronavirus Relief Fund Payments for 25% Local Match on FEMA Public Assistance. Please refer to the link for more information: <https://www.maine.gov/budget/sites/maine.gov.budget/files/inline-files/Final%20Announcement%20of%20CRF%20for%20FEMA%20match%20for%20Web%20Posting.pdf>.

Thank you for your interest in doing business with the State of Maine.

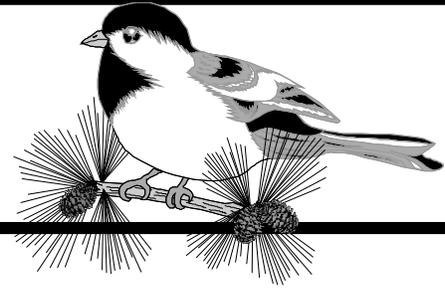
Sincerely,

A handwritten signature in black ink, appearing to read "Michael Abbott", with a long horizontal line extending to the right.

Michael Abbott P.E., C.G.,  
Interim Associate Director  
Maine Center for Disease Control and Prevention  
Department of Health and Human Services

# Town of Mechanic Falls

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



## Municipal Complex Survey Summary



The first step in assessing the municipal complex site for the construction of a new Admin building, PW garage and Fire station we need to get a clear understanding where and to what size Androscoggin Rd (a private road) is located as well as settle some potential property line placement disputes with abutting land owners. The below tax map overlay indicates possible encroachment as well as highlights some yet-to-be utilized town owned property. Secondly, identifying and clearly demarcating the required setback from the Little Androscoggin River as well as the CMP powerline easement is essential to get a basic understanding of our options for new construction on the current site.

Bids were solicited from 5 regional survey companies, whose proposals are summarized below.

Survey Works Inc.	\$15,500
Davis Land surveying, LLC	\$7,600
JKL Land Surveying	\$5,440
Sebago Technics	\$16,835
Jones & Assc.	\$19,050

Funds for this project are proposed to come from the Municipal Complex CIP which has a current balance of \$34,810.



August 18, 2020

Zachary Maher, Town Manager  
Town of Mechanic Falls  
108 Lewiston Street  
Mechanic Falls, ME 04265

RE: Proposal for Professional Surveying Services for property located 108 Lewiston Street, Mechanic Falls, ME  
Mechanic Falls Tax Map 22, Lots 83 & 85

Dear Mr. Maher:

Thank you for contacting SurveyWorks, Inc. for your surveying needs. *In keeping with the Standards of the Maine Board of Licensure for Professional Land Surveyors, Chapter 90, Standards of Practice, Part 2 § 3 Written Confirmation*, this letter will serve to document and confirm the terms of an agreement between the Town of Mechanic Falls (Client) and SurveyWorks, Inc. (SWI) to perform the following described services, for the above referenced property. This proposal is based on the Surveying Services requested and described below.

### **Scope of Services**

#### **Task 1) Underground Utility Location and Markup**

SWI will hire DigSmart of Maine, Inc. to locate and mark the underground utilities on this property. SWI will then locate the markings and draft them onto the final survey plan.

#### **Task 2) Boundary Retracement and Topographic Survey**

A boundary and topographic survey will be conducted on the above referenced property involving all necessary records research and instrument fieldwork to verify the property's boundary lines. SWI will set 5/8" rebar with surveyor's identification cap at all property corners where existing monumentation are not found. A Boundary and Topographic Survey Plan will be provided showing all the items listed in the March 26, 2019 request for bid from the Town of Mechanic Falls, including but not limited to: boundary evidence found and set, the location of above ground improvements and underground utilities within the boundaries as marked out by DigSmart of Maine, Inc., apparent lines of occupation, one (1) foot contours, observed encroachments onto the property (if any are found) and all easements/rights of way associated with the property in the public record or provided by the client. Client will assist SWI by sharing with SWI all information (i.e. plans, deeds, past surveys, etc.) in the client's possession that may be pertinent to the services that are to be provided. All work will conform to the "Maine Board of Licensure for Professional Land Surveyors' "Chapter 90: Standards of Practice" for a Boundary Survey with the following exceptions:

1. A Surveyor's Report will not be provided.
2. Wetlands will not be investigated or located

***The above exception(s) can be provided upon request with a change work order and cost adjustment.***

The scope of work above is to be considered complete upon either the presentation of a completed Boundary Survey Plan or a Preliminary Plan marked "Progress Print" outlining any issues that were discovered during the course of the survey that prevent us from setting pins or establishing boundary lines due to conflicting and/or ambiguous deeds. In the event that this occurs, SWI will meet with you regarding our work effort to date, and nature of the difficulties encountered, if any. Upon further written authorization, SWI will evaluate the type and amount of work effort required to resolve the difficulties or boundary issues, and submit a work change order or cost adjustment for Client approval before continuing to work on this task.

**Cost Estimate**

Based on the information provided and available to us at this time, for the scope of work outlined above, SWI will provide this work for an estimated price of **\$15,500.00**. ***This estimated price does not include corrective work, expanded work, work required to resolve the problems that may arise, or the cost of direct expenses as outlined in our Standard Fee Schedule.*** This estimate is given for planning and budgeting purposes only and is not to be construed as a fixed or contract price. The budget estimate provided is based on certain assumptions which will be found to be valid or invalid as the survey progresses through research, computation, record and title review (to be provided by the Client) and by the actual field survey [*if the field survey has to be expanded beyond the normal traverse area, (within 200' of the perimeter of the subject parcel) the cost will increase*]. Should any of these assumptions prove inaccurate; [easements, rights-of-way or court adjudicated lines, or title problems such as gaps, overlaps, encroachments, adverse possession, or conflicts with abutter deeds **except** those stated by the client at the time of the proposal] the cost of the project will most likely increase. Conflict between monumented corners (i.e. iron rods, stonewalls, wire fences, etc.) and record corners may also cause an increase in cost. **We will not exceed the estimate by 20% without first notifying you.** In the event that this occurs, SWI will meet with the Client regarding our work effort to date, and nature of the difficulties encountered. SWI will evaluate the type and amount of work effort required to resolve the difficulties or boundary issues and submit a work change order or cost adjustment for the Client's approval before continuing to work on this project.

**Payment Terms**  
**(Cash, Check, MasterCard, & Visa Cards Accepted)**

Client will receive an invoice once the field work is completed then a final invoice at the end of the project. **Payments are due upon receipt of invoice.** Statements for any additional work not included in the scope of services referenced above, will be submitted upon completion of the work and must be paid upon receipt of invoice before final pinning and a signed & sealed plan is delivered to Client. Please see our enclosed *Standard Fee Schedule* and *Terms and Conditions* for information on past due accounts.

**Scheduling**

It is anticipated that SWI can begin this work within eight (8) weeks of receiving the signed proposal. This proposal is valid as written for 30 days.

If I have misunderstood or misstated any of the terms to our agreement, please contact me within the next few days before we start work, so that the scope of services can be revised if necessary.

Sincerely,

  
Jimmy C. Courbron, PLS #2532  
Project Manager

JCC/ljm

I have reviewed this agreement and, by signing below, I acknowledge my full and complete understanding and acceptance of the terms contained herein. I acknowledge that this constitutes a binding contract between us once signed and that I had the opportunity to seek independent legal or other professional counsel prior to signing this proposal.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2020

Approved By: \_\_\_\_\_

**Please return a signed copy to SurveyWorks, Inc.**

## Standard Fee Schedule As of November 1, 2019

### Project Services

Survey-Principal	\$150.00 hour
Survey-Senior Project Manager	\$135.00 hour
Survey-Robotic Crew	\$120.00 hour
Survey-Project Manager	\$115.00 hour
Enviro-Soils/Wetland Scientist	\$100.00 hour
Survey-Senior Technician	\$ 80.00 hour
Survey-CAD Technician	\$ 80.00 hour
Administrative-Project	\$ 70.00 hour
Surveying-Technician	\$ 40.00 hour

### Materials:

1" x 1" x 48" Grade Stakes	\$ 1.50 each
2" x 2" x 36" Wooden Post	\$ 1.50 each
3" x 1/2" x 18" Wooden Flats	\$ 1.50 each
5/8" Capped Rebar	\$ 5.00 each
Can of Survey Marking Paint	\$ 4.00 each
Field Book	\$ 8.00 each
Granite Monuments (if required)	\$ 52.00 each
Mag Nail or Spike	\$ 0.20 each
Role of Flagging	\$ 1.60 each
Whiskers	\$ 0.20 each
Wimpy Flag	\$ 0.10 each

### Printing Costs:

Plots 11 x 17"	\$ 0.50 each
Plots 24 x 36"	\$ 3.00 each

### Mileage

\$ 0.58 mile

### Direct Expenses

Project Specific

These include state and/or local permit fees, registry recording fees, subcontractor costs, extraordinary printing charges and other costs directly attributable to the project. They do not include costs normally associated with doing business. These costs are absorbed in the overhead rates included in the labor fees.

### Legal Assistance

Expert Witness (court trials, arbitration hearings, mediation and depositions)	\$250.00 hour
Consultation (with legal counsel representing the SWI client)	\$150.00 hour

## Terms & Conditions

As of January 1, 2012

**Fees and Payment:** Client shall compensate SurveyWorks, Inc. (SWI) in accordance with the payment methods, rates, and charges set forth in the Scope of Services, Rate Schedule, or as otherwise agreed upon in writing. SWI shall submit monthly/quarterly invoices for services rendered and expenses incurred during the previous period. Payment will be due upon receipt of SWI's invoice. Payments due SWI and unpaid under the terms of this Agreement shall bear interest starting thirty (30) days after the date payment is due at the rate of two percent (2 %) per month (24 % per annum) until paid in full. If the Project is suspended or abandoned in whole or part, SWI shall be compensated for all services performed prior to receipt of written notice from the Client of such suspension or abandonment, together with Reimbursable Expenses and Miscellaneous Direct Expenses then due plus Project closeout costs actually incurred. No deductions shall be made from SWI's compensation on account or sums withheld from payments to contractors, nor shall payment to SWI be contingent upon financing arrangements or receipt of payment from any third party. If the Client fails to make payment in full when due SWI for services, Reimbursable Expenses, or Miscellaneous Direct Expenses, SWI may, upon seven days' written notice to Client, suspend performance of services under this Agreement. Unless payment in full is received by SWI within seven days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, SWI shall have no liability to Client for delay or damage caused Client or others because of such suspension of services. If Client objects to all or part of any invoice, Client shall notify SWI in writing specifying the basis for objection, and pay that portion of the invoice not in dispute, within ten (10) days of the date of the invoice. Failure to object within said ten (10) days shall constitute acceptance of invoice and obligate Client to make payment in full. If SWI takes action to collect past due payments, the Client will reimburse SWI for all costs and expenses of collection including, without limitation, all reasonable attorney's fees, interest, and other costs and disbursements (including SWI's time spent in pursuit of collection, testifying, or preparing counsel as reasonably needed to pursue collection). Any objection to payment or non-payment shall be a Controversy resolved pursuant to Section titled "Dispute Resolution" of this Agreement.

**Right of Entry:** The Client will be responsible for providing access to the job site by right-of-way or other legal means, if required, to perform the scope of work. Reasonable precaution will be taken to ensure damage is minimized as a result of field activities. However, should restoration be required it will be performed at our direction and the cost will be added to the project fee.

**Ownership of Documents:** All documents, including the original drawings, electronic files, field notes, and other data gathered by SurveyWorks, Inc. (SWI), shall remain the property of SWI. SWI shall not have the right to provide the information to other surveyors upon their request unless authorized by the Client. The Client, at his or her expense, may obtain a set of reproducible record prints of drawings and copies of other documents in consideration of which, the Client will use them solely in connection with the project and not for the purpose of making subsequent extensions or enlargements of the project. Client will not sell, publish, or display them publicly or use them for new projects without the written permission of SWI.

**Insurance:** SWI will furnish upon request, information and certificates of insurance on liability coverage. SWI will not be responsible for any loss, damage or liability beyond the amounts, limits, exclusions and conditions of state coverage.

**Indemnification's:** The Client shall indemnify and hold harmless SWI and all its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) arising out of, or resulting from the performance of the services, to the extent that any such claim, damage, loss or expense is caused by the negligent act or omission, and/or strict liability of the Client and Owner, anyone directly or indirectly employed by the Client and Owner (except SWI) or anyone for whose acts any of them may be liable.

**Limitation of Liability:** In recognition of the relative risks, rewards and benefits of the project to the Client/Owner and SWI, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, SWI's total liability to the Client and/or Owner, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes, shall not exceed SWI's fee. Such causes include, but are not limited to, the engineer/surveyor's negligence, errors, omissions, strict liability or breach of contract.

**Termination of Services:** This agreement may be terminated upon ten days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination SWI will bill out to the client all time and expenses already expended and any reasonable termination costs. Payment will be due upon receipt.

**Subcontracts:** SWI may subcontract any portion of the Scope of Services to a subcontractor, and the SWI will add 10% surcharge on invoices paid directly by the SWI for laboratories, testing services, sub SWIs, or other third-parties, and that surcharge will be reflected on SWI's invoice submitted to Client.

**Dispute Resolution:** The parties shall attempt to resolve all disputes arising out of or relating to this Agreement or the Scope of Services ("Controversy") by good faith consultation. Any party may give the other party written notice of any Controversy not resolved in the normal course of business. Managers of both parties at levels at least one level above the project personnel involved in the Controversy (unless no such senior managers exist) shall meet at a mutually acceptable time and place within ten (10) days after delivery of such notice, and thereafter as often as they reasonably deem necessary, to exchange relevant information and to attempt to resolve the Controversy. If the matter has not been resolved within thirty (30) days from the referral of the Controversy to the managers, or if no meeting has taken place within ten (10) days after such referral, either party may initiate mediation as provided hereinafter. All consultations pursuant to this clause are confidential and shall be treated as compromise and settlement negotiations purposes of the Federal Rules of Evidence and state Rules of Evidence.

**Mediation:** In the event that any Controversy arising out of or relating to this Agreement is not resolved in accordance with the procedures provided herein, such Controversy shall be submitted to mediation with a mutually agreed upon mediator. If neither party can agree on a mediator, a mediator shall be appointed pursuant to American Arbitration Association ("AAA") Commercial Mediation Procedures. The mediation shall be filed at the regional office of the agreed upon mediator or the AAA regional office pertinent to the Project site. All mediation documents and discussions pursuant to this clause are confidential and shall be treated as compromise and settlement negotiations for purposes of the Federal Rules of Evidence and state Rules of Evidence.

**Davis Land Surveying, LLC**  
**64 Old County Road – Oxford, Maine 04270**  
**990 Minot Avenue - Auburn, Maine 04210**

(207) 345-9991 office  
(207) 782-3685 office  
(207) 240-9949 cell

Email: [stuart@davislandsurveying.net](mailto:stuart@davislandsurveying.net)  
[www.davislandsurveying.net](http://www.davislandsurveying.net)

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February 14, 2019

Zachary W. Maher – Town Manager  
The Town of Mechanic Falls  
108 Lewiston Street  
Mechanic Falls, Maine 04256

RE: Town of Mechanic Falls Municipal Complex – Tax Map 22 – Lots 83 & 85

Zach:

Thank you for giving Davis Land Surveying, LLC the opportunity to submit a proposal for Land Surveying services on the above referenced property. I have reviewed some preliminary information as well as some other available information and have put a proposal together with the cost involved to provide the necessary information as requested.

### **Scope of Services:**

#### **A) Standard Boundary Survey ~ ±20 Acres – Site Plan w/all improvements:**

- 1) Research of Locus and abutting properties
- 2) Field location of evidence found.
- 3) Collaborate field evidence with written title.
- 4) Determine boundaries of parcel.
- 5) Determine access for ingress and egress, any appurtenant easements, rights of ways and or subject to any easements/right of ways.
- 6) Set 5/8" capped rebars at corners missing.
- 7) GPS - tie survey into Maine State Plane West Zone – NAD83 for overlay of:
  - a. Federally Designated Flood Zone / Flood Way
  - b. Shoreland Zoning of 250' & 100' zone lines
  - c. Overlay 2-foot contours onto plan for any design of improvements and or Storm Water purposes, steep slopes

- 8) Prepare plan of property with all improvements i.e. existing buildings, access roads, paved areas (parking, walkways), gravel travelled ways/access, ballfields, tennis courts, skate park, appurtenant easements/rights of ways or those subject to, any encroachments from abutting properties.
- 9) Determine status of, and or define Androscoggin Avenue.

**B) Time Requirements:**

Work could begin on or about January 1, 2021 and barring no issues and weather conditions, should have necessary work and plans completed by June 30, 2021, or sooner.

**C) Total Cost:** \$7600.00

**D) Contract:**

The acceptance of this agreement will satisfy the requirement of the State of Maine Board of Licensure for Land Surveyors regarding contracts for providing professional services. Any additional work not included within the original contract/proposal must be in writing as an addendum to the original contract/proposal to include additional cost for the scope of services required.

**E) Payment:**

**Davis Land Surveying, LLC** will require a 50% retainer to cover start-up cost. Balance due upon completion of the survey and at time information is provided.

Retainer: \$3800.00

If you are in agreement with the terms of this proposal then please respond by signing and dating a copy of this proposal as accepted and return to the above address. Again, please feel free to contact me if you have any questions or concerns with this proposal.

Client: \_\_\_\_\_

Date: \_\_\_\_\_

Davis Land Surveying: \_\_\_\_\_

Date: 8-24-2020

Sincerely,

Stuart Davis ME PLS #2208

Phone 207-539-5048  
Toll Free 800-926-6205  
Fax 207-539-5049

Cell Phone 754-5937  
E-mail: keith@jkl Landsurveying.com

**PROPOSAL FOR PERIMETER BOUNDARY AND EXISTING CONDITIONS SITE PLAN**

**FOR:**

**TOWN OF MECHANIC FALLS, MAINE  
Municipal, Town Garage, and Recreational Complex**

Prepared for:

**Town of Mechanic Falls  
Mr. Zachary W. Maher, Town Manager  
108 Lewiston Street  
Mechanic Falls, ME 04256**

Prepared by:

**Keith Morse  
Professional Land Surveyor #2216**

August 28, 2020

*BOUNDARY SURVEYS • SITE PLANS • SUBDIVISIONS  
ALTA/NSPS SURVEYS • TOPOGRAPHIC SURVEYS • CONSTRUCTION LAYOUT  
WETLAND DELINIATION*

*JKL LAND SURVEYING  
PROVIDING "DIRECTIONS" FOR THE FUTURE*

September 2, 2020

Town of Mechanic Falls  
Mr. Zachary Maher, Town Manager  
108 Lewiston Street  
Mechanic Falls, ME 04256

RE: Request for Proposal – Standard Boundary & Existing Conditions Survey – Town of Mechanic Falls – Municipal and Recreational facilities – Lewiston Street and Androscoggin Drive.

Dear Mr. Maher:

Thank you for giving JKL Land Surveying this opportunity to submit a proposal for a standard boundary survey to include location of all major buildings, rights of ways, and recreational fields for the Town of Mechanic Falls. I am confident that we will be able to provide you an excellent plan of the complex that the Town owns. Your final survey plan will enable you to plan, organize, and designate sections of the property appropriately for each of the services involved, and allow the town to anticipate future uses of the property as well. In addition, our digital capabilities allow us to change and update your survey as may be necessary in the future.

### **General Information**

JKL Land Surveying is located at 370 Main Street in Oxford and provides quality surveying with personalized detail to our clients since 1992. Keith W. Morse, a proud veteran of the U.S. Army is principal and owner of JKL, which is named for his three daughters. Although we are a small company, our reputation in the community has been of high standards and experience by those that have employed us. It is our commitment to continuing education, community involvement, and the pursuit of excellence that has made JKL successful. Also, Keith currently holds the office of President of the Maine Society of Land Surveyors. Personal information and qualifications of Keith Morse PLS are provided as Appendix I.

JKL Land Surveying takes pride in our trained personnel. You will be able to get familiar with our field crew, Nick, Justin, Sidney, and Caleb as they are working on the project and you will be guaranteed personal attention to the specifics and detail of your particular project. It is our desire that we be very involved as the project goes through the process from start to finish.

Our crews will be using state of the art Total Stations, sub-centimeter GPS, data collectors and communication equipment to accomplish the Scope of Services required. The field data is supported and compiled using the industry leading Carlson Survey imbedded with AutoCAD 2018. All work will be performed in compliance with all state and local rules, laws, ordinances, and regulations.

With over twenty-nine years of experience, JKL Land Surveying has been involved with a number of major boundary surveys, topographic surveys, planned developments, and subdivisions of various sizes. For a more complete listing see Appendix II.

**Specific Information (Scope of Services)**

All work will be done in accordance to the specifications and minimal standards of practice according to the rules set forth by the Maine Board of Licensure for Professional Land Surveyors.

**A) Perimeter Boundary Survey:**

- 1) Deed and Records Research.
- 2) Field location of evidence and water boundaries.
- 3) Location of easements and rights of way of record. (CMP for example)
- 4) Location of encroachments (if any) and identify areas of possible conflicts, occupation or adverse possession.
- 5) Corroboration of deeds with evidence.
- 6) Set iron pins as necessary and flag boundary lines.
- 7) Prepare plan of perimeter boundary survey.

Cost of Boundary Survey: \$3,200.00

**B) Existing Conditions Survey:**

- 1) Location of all major buildings, structures, and aboveground utility services (must be visible service).
- 2) Location of access roads and major parking areas.
- 3) Locations of major fences, ball fields, tennis courts, and skate board park.
- 4) All locations and features to be mapped using MSPC System NAD 83 West Zone.
- 5) Site Plan to include federally designated Flood Hazard Zones, if any.
- 6) Site Plan to include the regulatory Shoreland setback from the Little Androscoggin River.
- 7) Two-foot contours derived from Maine Office of GIS and/or NOAA

Cost for Existing Conditions Survey: \$2,240.00

**Total Cost for Boundary Survey and Existing Condition As-built: \$5,440.00**

**Summary:**

Perimeter Boundary Survey:	\$3,200.00
Existing Conditions Survey:	<u>\$2,240.00</u>
<b>Total:</b>	<b>\$5,440.00 (Five thousand four hundred forty dollars)</b>

**Exclusions / Additions:**

This proposal does not include location of underground utilities that cannot be identified without specific markings by the respective utility or by a qualified utility marking company such as On-Target or Dig Smart. The cost of these services are not included in this proposal.

JKL Land Surveying is flexible and willing to work with the Town of Mechanic Falls in any way to tailor our services regarding the specific needs of the Town. That is, should the Town officials decide a proposed service is not needed or another is more desirable, then the above cost can be adjusted accordingly.

**Additional Information**

**JKL Land Surveying** is covered by General liability, Professional liability, and Workers Compensation policies (See Certificate of Insurance in Appendix III).

Keith W. Morse, PLS will be the project manager on this project. Keith has been a licensed land surveyor for over twenty-nine years and is fully qualified and experienced with all aspects of land surveying. JKL Land Surveying has performed similar projects in the area for example: Great Falls Plaza in Auburn for the development of the Hilton Garden Inn and the Bates Mill Complex in Lewiston for the re-development and subdivision.

**Time:**

Start-up time would be within four weeks of notification to proceed. Completion of the entire project is anticipated for fall of 2020 and much depends on weather conditions.

**Compensation Schedule:**

A **two thousand dollar (\$2,000.00)** retainer would be requested for start-up cost on the project. A monthly invoice will be billed to the Town of Mechanic Falls with payment net 15 days until the completion of the work and a final invoice is submitted.

Any additional work not covered under the scope of services provided in this Request for Proposal will be a flat rate of **eighty-five dollars per hour (\$85.00/hr.)**.

**JKL Land Surveying** looks forward to working with the Town of Mechanic Falls on this project. We assure that this project will be given the personal attention and assistance to achieve efficiency and the highest quality product available.

Sincerely,

Keith W. Morse, PLS

YOUR APPROVAL TO THIS PROPOSAL ALONG WITH THE REQUIRED RETAINER IS NECESSARY FOR THE WORK TO BEGIN ON THIS PROJECT. IT IS ALSO VERY IMPORTANT THAT THE SIGNED PROPOSAL AND CONTRACT BE RETURNED IMMEDIATELY SO WE CAN SCHEDULE YOU IN FOR THE APPROPRIATE START-UP DATE.

APPROVAL: \_\_\_\_\_  
Zachary Maher, Town Manager

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

## **APPENDIX**

- I. PERSONAL DATA SHEET: KEITH W. MORSE, PLS 2216
- II. SIMILAR PROJECTS
- III. CERTIFICATE OF INSURANCE

PERSONAL DATA SHEET

**KEITH W. MORSE**

**MEASURE UP, INC. d/b/a JKL LAND SURVEYING**  
**370 Main Street – Oxford, Maine 04270**  
**(207) 539-5048 or (207) 754-5937**

EDUCATION: Bachelor of Science, University of Maine, at Orono, Orono, Maine  
**Major: Forestry Management.**

Associates of Arts, Unity College, Unity, Maine  
**Major: Environmental Sciences.**

EXPERIENCE: Principle owner and Project Supervisor of JKL Land Surveying, a Division of Measure Up, Inc. Supervise and direct all aspects of a small business and provide quality products with professionalism and detail to meet customer objectives.

March 1992  
To Present

Boundary retracement expert specializing with unusual or disputed property issues with 30 years of experience.

Subdivision and permit consultant. Design and planning consulting. ALTA Land Title Surveys, Construction Surveys, Site Plans and MLI's.

September, 1984  
February 1992

Project Supervisor, Titcomb Associates, Falmouth, Maine  
Supervise various projects including property surveys, records research, deed descriptions, topographic surveys, horizontal and vertical controls, construction layout and field calculations. Responsible for efficiently organizing daily project tasks and cost management.

Summers of:  
1980, 1981, 1982  
and 1983

Forest Technician, State of Maine, Bureau of Public Lands  
Augusta, Maine. Supervised two member inventory crews. Located established sample plots in the field, collected inventory data then submitted compiled data including daily and weekly narrative cost reports. Did selection marking 1980 and 1981.

1976 to 1979

United States Army, Mannheim, Germany  
Specialist 4th class. Honorably discharged. MOS Heavy wheeled vehicle operator.

SPECIAL  
QUALIFICATIONS: President - Maine Society of Land Surveyors 2015-2017  
V.P. – Maine Society of Land Surveyors 2013-2015  
Planning Board Mechanic Falls 2005-2015  
Board of Appeals Mechanic Falls 1995-2005  
Licensed Professional Land Surveyor, 1990.  
Licensed Professional Forester, 1984.  
ACOE wetland certification, 2012

REFERENCES: Available upon request.

## II.

### SIMILAR PROJECT HISTORY JKL LAND SURVEYING

DATE:	DESCRIPTION	
1994	Clear View Acres Subdivision	Jordan School Road – Auburn, Me.
1995	Winterbrook Acres Subdivision	Winterbrook Road – Mechanic Falls, Me.
1996	Harris Hill Overlook Subdivision	Harris Hill Road - Minot, Me.
2000-2003	Hilton Gardens Inn	Great Falls Plaza – Auburn, Me.
2001-2002	Southview Estates Subdivision	Route 26 - Mechanic Falls, Me.
2002	Tiger Hill Estates Subdivision	Tiger Hill Road – Poland, Me.
2003	Mink Brook Subdivision	Walker Road – Mechanic Falls, Me.
2003	Johnson Woods Estate	Ferry Road – Lisbon, Me.
2004	Briarwood Estates	Penny Road – New Gloucester, Me.
2004	Hackett Mills Estates	Hackett Mills Road – Poland, Me.
2005	Beddington Estates	Waterford Road – Norway, Me.
2005	Advanced Quality Homes Subdivision	Hebron Road – Paris, Me.
2005	Countryside Village	Old Sumner Road – Buckfield, Me.
2006	Cairns Farm Subdivision	East Oxford Road – Paris, Me.
2007	Harvest Hill Farms Attraction Park	Mechanic Falls, Maine
2007	Doyon Ave. LLC 30 acre Topography	Claire Street – Lewiston, Me.
2008	Olde Mill Auto Site Plan	Lewiston Street – Mechanic Falls, Me.
2008	Harvest Hill Farms Park	Route 26 – Mechanic Falls
2009	John F. Murphy Homes, Inc.	So. Main Street – Auburn, Maine
2012 & 2015	Brunswick Naval Air Station Topography	Brunswick, Maine
2016	Poland Place Adult Community As-Built	Brown Road - Poland, Maine
2016	Jackson Fmly. Subdiv. 225 ac parcel	Hebron Road - Oxford, Maine
2017	Weston Associates Existing Conditions Site Plans	State Street – Portland, Maine
2018	Fairlawn Golf Course 400 ac. Boundary Survey	Empire Road – Poland, Maine
2018	Town & Country Mobile Home Park Expansion	Country Way – Norway, Maine

August 26, 2020  
19136

Zachary W. Maher  
Town Manager  
Town of Mechanic Falls  
108 Lewiston Street  
Mechanic Falls, Maine 04265

**Proposal for Surveying Services**  
**Town Complex 108 Lewiston Street**

Dear Zachary:

Thank you for the opportunity to provide you with this proposal to provide Surveying and additional value-added services on your project at 108 Lewiston Street in Mechanic Falls.

The image below shows the scope area of the project in red, being Tax Map 22 Lots 83 and 85.



Based upon our email discussions and review of the survey request, town assessor's information, aerial photography, and a site visit, we have prepared this proposal outlining the anticipated scope of services and additional value-added services the Town may be interested in.

**Scope of Services**

**1.0 Boundary and Topographic Survey**

- 1.1 Technical research will be performed on the subject property and as well as abutting properties at the Town of Mechanic Falls and the Androscoggin County Registry of Deeds. This research will provide information to search for in the field.
- 1.2 The current Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) will be downloaded to show the Flood Zone or Flood Ways within the project area.
- 1.3 We will establish Survey Control Points based upon GPS observations to place the boundary information on the Maine State Plane Coordinate System NAD83 and the North American Vertical Datum of 1988 (NAVD88).
- 1.4 We will use the survey control points to search for and locate survey monumentation on the locus parcel as well as abutters' parcels. In addition to the boundary information, topographic site features such as: buildings, driveways, fences, and other significant site features will be located.
- 1.5 We will analyze the boundary evidence located together with the research we have gathered to delineate the properties' boundaries on our plan.
- 1.6 The location work will be used to create line work showing your site features as well as a digital terrain model to create elevation contours.
- 1.7 This information will all be combined to create an Existing Conditions Survey Plan.

### **Value-Added Services**

#### **2.0 Environmental Services**

- 2.1 If the Environmental Services option is selected our Wetland Scientist will visit the property to determine if wetlands or streams exist within the project property.
- 2.2 Wetlands will be delineated in accordance with the 1987 Wetlands Delineation Manual and Northeast Regional Supplement and located with a GPS receiver.
- 2.3 If any wetlands or streams were found they will be added to our Existing Conditions Survey Plan.

#### **3.0 Utility Marking Service**

- 3.1 If the Utility Marking Services option is selected, a utility locate service will be hired to mark underground utilities within the project area.
- 3.2 Any storm drainage manholes, catch basins, or sewer manholes within the project limits will be opened by Sebago Technics to measure the pipe inverts.

### **Schedule**

We understand that you are bringing this to the Town Council in September and would be awarding the project soon thereafter. We would anticipate completion by the end of December.



## STANDARD TERMS AND CONDITIONS

**GENERAL:** These Standard Terms and Conditions, listed in alphabetical order, along with the: 1) Proposal, Letter Agreement, or Contract; 2) Standard Fee Schedule (if included); and 3) Sebago Technics' *Electronic File Confidentiality and Transfer Disclaimer* form, to which these Standard Terms and Conditions are attached and incorporated into, shall be the "Agreement" between Sebago Technics, Inc. ("Sebago Technics") and the entity or person to whom the Agreement is addressed ("Client"). The headings and titles of the paragraphs of these Terms and Conditions as well as the headings and titles of any other part of the Agreement are for convenience purposes only and are not intended to define, limit or construe the contents of the various paragraphs.

**1. ACCESS TO SITE.** Unless otherwise stated, Client grants Sebago Technics full access to the site for all activities necessary for the performance of the services set out in the Scope of Services. Sebago Technics will take reasonable precautions to minimize damage due to its activities. Unless otherwise stated, Sebago Technics has not included any costs in its Compensation for any restoration.

**2. ADDITIONAL SERVICES.** Additional Services are those services not specifically set forth in the Agreement setting forth the scope of work and/or services Sebago has agreed to perform ("Scope of Services"). Sebago Technics will notify the Client of any significant change in the Scope of Services which will be considered additional services and costs for which Client agrees to pay on an hourly basis or as incurred in accordance with Sebago Technics latest fee schedule and/or as reported to the Client.

**3. APPLICABLE LAW.** The Agreement shall be governed and interpreted by the laws of the State of Maine. All suits except for enforcement of liens must be brought in Cumberland County Superior Court in Maine.

**4. ASSIGNMENT.** Neither party shall assign its rights and/or obligations hereunder to any other party without the prior written consent of the other party. Sebago Technics, however, reserves the right to use consultants and or sub-consultants to complete the work described under the Scope of Services as it deems necessary.

**5. BILLING/PAYMENTS.** Invoices for services and expenses incurred will be submitted monthly and are due upon receipt. An invoice shall be considered PAST DUE if payment is not received within 30 (thirty) days after the invoice date. Should payment not be received, Sebago Technics may, at its sole discretion, without waiving any claim or right against the Client and without any liability to the Client, terminate its performance of services. Interest charges may be applied to ALL PAST DUE amounts. Sebago Technics also reserves the right to utilize any other methods, processes, or procedures available to it under law in order to collect charges and fees owed to it. Should Sebago Technics incur expenses to collect its outstanding fees, Client agrees to reimburse Sebago Technics for all such expenses including reasonable attorney and paralegal fees, court costs, and other related expenses.

**6. BURIED UTILITIES.** Sebago Technics will conduct research that it deems necessary and will prepare a plan indicating the location intended for subsurface penetrations and/or proposed underground infrastructures with respect to the assumed locations of all existing subsurface utilities. Although such services will be performed by Sebago Technics, or its subcontractor, using its industry's ordinary standard of care, the Client acknowledges that Sebago Technics' research may not identify all existing underground utilities and that the information upon which Sebago Technics relied may contain errors and omissions. The Client therefore agrees, to the fullest extent permitted by law, to indemnify and hold Sebago Technics harmless from any and all claims, liability, and costs of defense, including, but not limited to, its attorney and paralegal fees and costs, whether or not actual litigation is commenced for all liability, injury, or losses arising or allegedly arising from errors or omissions related to buried utilities.

**7. COMPENSATION/BUDGET.** Unless stated as a specific sum due, the total fee set forth shall be understood to be an estimate, based upon the stated Scope of Services, Sebago Technics' understanding of the work being requested by the Client, and Sebago Technics' best estimate and understanding of the work that is actually required. The Compensation/Budget shall not be exceeded by more than ten percent (10%) without further authorization from the Client. If the Compensation/Budget is based on an hourly basis, the rates shall be those that prevail at the time the services are rendered. Rates are subject to change without prior notification. Reimbursable expenses shall include, but are not limited to those for travel, survey supplies, equipment use, telephone, photocopies, plan copies including vellum originals, fax, postage, and should overnight travel be required, lodging and per diem for meals and other reasonable expenses.

**8. CONFIDENTIALITY.** Sebago Technics agrees to keep confidential and will not disclose to any person or entity other than its employees and sub-consultants any data and information furnished to Sebago Technics stated to be or that is marked "Confidential" by the Client. Sebago Technics will not disclose such information without Client's prior consent except to the extent required for: 1) performance of services under the Agreement; 2) compliance with professional standards of conduct for preservation of the public safety, health, and welfare; 3) compliance with any court order, statute, law, or governmental directive; and/or 4) protection of Sebago Technics from the performance of services under this Agreement. Sebago Technics' obligations hereunder shall not apply to information in the public domain or lawfully obtained on a non-confidential basis from others.

**9. CORPORATE PROTECTION.** Client agrees that Sebago Technics' services performed pursuant to the Scope of Services and any Additional Services rendered for Client's project shall not subject any of Sebago Technics' individual employees, officers, directors, or agents to any personal legal liability. Client agrees that its sole and exclusive remedy for any claim, demand, or suit related to the Scope of Services and any Additional Services shall be directed

and asserted only against Sebago Technics, which is a Maine corporation. The Client further agrees to extend this limitation to Sebago Technics' corporate sub-consultants.

**10. COUNTERPARTS AND DUPLICATE ORIGINALS.** This Agreement may be executed in one or more counterparts which, when combined, shall constitute one complete original and may be executed in duplicate originals.

**11. DISPUTE RESOLUTION.** Sebago Technics and Client agree that prior to the initiation of legal proceedings, they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to the Agreement to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of the Agreement. This provision shall survive completion or termination of the Agreement; however, neither party shall seek mediation of any claim or dispute arising out of the Agreement beyond the period of time that would bar the initiation of legal proceedings to litigate such claim or dispute under the applicable law. Furthermore, Sebago Technics is not required to mediate claims and/or causes of action if it is prosecuting mechanics liens or seeking injunctive relief.

**12. ELECTRONIC MEDIA.** Client recognizes that data, plans, specifications, reports, documents, or other information recorded on or transmitted as electronic media are subject to undetectable alteration, either intentional or unintentional. Accordingly, documents provided to Client in electronic media form are for informational purposes only and are not an end product. Making electronic information available to the Client in no way implies that the recipient is required by Sebago Technics to use it. Use of electronic information supplied by Sebago Technics in this format is at the sole risk and liability of the user. Client agrees to defend, indemnify, and hold harmless Sebago Technics from any claims, liabilities, losses, or damages arising out of the use, reuse, or alteration of electronic media. Sebago Technics makes no warranties or representations, either expressed or implied, regarding the fitness or suitability of the electronic media. All clients shall be required to sign Sebago Technics' *Electronic File Confidentiality and Transfer Disclaimer* form. Any electronic files submitted by Sebago Technics to the Client have an acceptance deadline of forty-five (45) days. During this period, any defects reported by the Client to Sebago Technics will be corrected pursuant to its original Scope of Services. However, upon the expiration of this acceptance period, any defects claimed by the Client and reported to Sebago Technics shall be addressed by Sebago Technics, which shall be compensated therefore as Additional Services.

**13. ENTIRE AGREEMENT.** The Agreement constitutes the entire agreement between the Client and Sebago Technics with respect to the subject matters stated herein and the Agreement supersedes all previous negotiations, discussions, and agreements between the Client and Sebago Technics as to the subject matter of the Agreement. The conditions set forth in the Agreement shall survive the completion of Sebago Technics' services under the Agreement and the termination of any services for cause.

**14. ENVIRONMENTAL SITE ASSESSMENTS (ESAs).** Should Sebago Technics be hired to perform any ESA services, the Client agrees to the fullest extent permitted by law to indemnify and hold Sebago Technics harmless from any and all claims, liability, and costs of defense, including but not limited to its attorney and paralegal fees and costs, whether or not actual litigation is commenced, for all liability, injury, or losses arising, allegedly arising, or related in any way to the existence, release, or disposal of toxic or hazardous substances as they may now or in the future be determined under any and all local, state, or federal laws except and unless Sebago Technics is found to have engaged in any willful misconduct related thereto.

**15. FORCE MAJEURE.** Except for Client's obligation to pay for services rendered, no liability will attach to either party from delay in performance or nonperformance caused by circumstances beyond the reasonable control of the party affected, including, but not limited to, acts of God, fire, flood, unanticipated site or subsurface conditions, explosion, war, request or intervention of a governmental authority, court order, labor relations, accidents, delay or inability to obtain materials, equipment, fuel, or transportation.

**16. HIDDEN CONDITIONS.** A condition is hidden if concealed by existing conditions or is not capable of investigation by reasonable visual observation. If Sebago Technics has reason to believe that such a condition may exist, the Client agrees to authorize and pay for all costs associated with the reasonable investigation of such condition and, if necessary, all costs to correct the condition. If the Client either fails to authorize such investigation or correction after due notification or should Sebago Technics have reasonable belief no such condition exists, the Client agrees to be solely responsible for all risks associated with the condition and agrees that Sebago Technics shall not be responsible for the condition nor shall it have any liability with respect thereto as to the Client and all third parties.

**17. INDEMNIFICATION.** The Client agrees to indemnify and hold harmless Sebago Technics, its officers, directors, employees and agents from and against any and all claims, damages, losses, and expenses (including reasonable attorney and paralegal fees and costs whether or not formal litigation is commenced) arising out of or resulting from performance of Sebago Technics work provided that any such claims, damages, losses, and expenses are caused in whole or in part by the negligent act, omission, or strict liability of the Client, anyone directly or indirectly engaged by the Client (other than Sebago Technics), or anyone for whose acts any of them may be liable.

**18. INFORMATION PROVIDED BY OTHERS.** After Sebago Technics has advised the Client about the information required for Sebago Technics to adequately perform its Scope of Services and any Additional Services, Client shall provide Sebago Technics with all requested information available to the Client and its consultants, agents, and contractors and Sebago Technics shall be entitled to rely upon the accuracy and completeness of such information. Because it is impossible to assure the accuracy, completeness, and sufficiency of information

due to errors or omissions which may have occurred in assembling the information the Client and/or its agents are providing to Sebago Technics, the Client agrees, to the fullest extent permitted by law, to indemnify and hold Sebago Technics and its sub-consultants harmless from any and all claims, liability and costs of defense, including but not limited to its attorney and paralegal fees and costs, whether or not actual litigation is commenced, for all liability, injury or losses arising or allegedly arising from all errors, omissions or inaccuracies in all documents, specifications and information provided to Sebago Technics by the Client and/or its agents.

**19. INSOLVENCY/AVOIDANCE OF PAYMENTS.** In the event of a filing under the Federal Bankruptcy Code of a case by or against Client or in the event of the commencement by or against the Client of any state law proceeding for the liquidation of its assets or for the reorganization of its debts, Sebago Technics obligations under this Agreement are immediately relieved. To the extent that the Client makes a payment or payments to Sebago Technics which are in whole or in part subsequently invalidated or are declared to be a preference and are set aside and/or required to be repaid to any party under any bankruptcy or insolvency law, state or federal law, common law, or equitable cause, then to the extent such payments are set aside or are repaid, they shall be reinstated and included in what Client owes Sebago Technics.

**20. INSURANCE.** During the term of this Agreement, Sebago Technics agrees to provide insurance coverage for Professional Liability, Commercial General Liability, Worker's Compensation and Employer's Liability, and Automobile Liability for all of its employees. Evidence of this coverage can be provided upon request.

**21. LEGAL ACTION, FEES AND COSTS.** All legal actions by either party against the other for any cause or causes, including, but not limited to, breach of this Agreement, negligence, misrepresentations, breach of warranty, or failure to perform in accordance with the standard of care, however expressed, shall be barred two (2) years from the day after the completion of Sebago Technics' services. In the event the Client institutes a suit against Sebago Technics, and if such suit is not successfully prosecuted, or if it is dismissed, or if a verdict is rendered for Sebago Technics, Client agrees to pay Sebago Technics any and all costs of defense, including attorney fees, expert witness fees, and court costs and any and all other expenses of defense which may be reasonably necessary, immediately following dismissal of the case or immediately upon judgment being rendered in favor of Sebago Technics. In the event Sebago Technics utilizes an attorney to collect what it is owed under this Agreement with the Client, the Client agrees to pay all of Sebago Technics' reasonable attorney and paralegal fees, whether or not formal litigation is commenced, as well as all Court costs and other related expenses.

**22. LENDER'S OR OTHER PARTY'S REQUIREMENTS.** Sebago Technics shall not be required to execute any documents subsequent to the execution of this Agreement that in any way, in Sebago Technics' sole judgment, may increase Sebago Technics' contractual or legal obligations or risks or the availability or cost of Sebago Technics professional or general liability insurance.

**23. NO FIDUCIARY DUTY.** Client acknowledges that Sebago Technics does not owe it a fiduciary duty, that Client has had the opportunity to engage counsel prior to entering into the Agreement, and enters into the Agreement of its own free will and accord.

**24. NOTICE.** In the event that any notice is required to or may be given under the Agreement, then notwithstanding any other term or provision to the contrary, it shall be deemed given: (a) two (2) business days after deposit in the United States mail, first class, postage prepaid; (b) one (1) business day after placement with an overnight courier service which provides proof of delivery; or (c) if by any facsimile transmission or email of such notice the times in either (a) or (b) above, it being required that notice shall also be given by mail or overnight courier, addressed to the recipients as follows:

To Sebago Technics: Sebago Technics, Inc. 75 John Roberts Road, Suite 4A  
South Portland, ME 04106

To Client: Notice Sent to Same Address as Proposal, Letter Agreement, or  
Contract, unless otherwise noted.

**25. OWNERSHIP OF INSTRUMENTS OF PROFESSIONAL SERVICE.** All field data, notes, reports, plans, specifications, and all other related information and documents, including CADD documents, no matter in what form they may be fixed, that are prepared by Sebago Technics are considered to be "Instruments of Professional Service" which shall remain the sole property of Sebago Technics. Sebago Technics, however, acknowledges that the final plans and specifications generated on behalf of the Client shall become the property of the Client upon completion of the work and receipt of full payment therefore.

The Client agrees that it will not reuse or modify the plans and specifications in any way without first receiving written authorization from Sebago Technics. The Client agrees, to the fullest extent permitted by law, to defend, indemnify and hold Sebago Technics harmless from any and all claims, liability, and costs of defense including, but not limited to, its attorney and paralegal fees, whether or not actual litigation is commenced, arising or allegedly arising out of any unauthorized reuse or modification by the Client, its agents, or any person or entity that acquires or obtains the plans and specifications from or through the Client and reuses or modifies them. In no event shall Sebago Technics be liable for any damages, including, but not limited to any claim of lost profits by the Client or any third party.

**26. RECORD DOCUMENTS.** Upon completion of the Client's project and/or Sebago Technics' work, Sebago Technics may be asked to compile and deliver to the Client a reproducible set of Record Documents that conform to the marked-up prints, drawings and data provided to the Client and/or its agents. This set of Record Documents will show the reported locations of work performed and significant changes that were made while the project

progressed. Because these Record Documents may be based in whole or in part on information provided by others, not independently verified by Sebago Technics, but assumed to be true and accurate, Sebago Technics does not warrant in any way that they are accurate.

**27. REPRESENTATIONS.** The Client hereby represents and warrants that all of its agreements, representations, recitals, and acknowledgements made in the Agreement are true and correct and that it is duly authorized to enter into and execute and deliver the Agreement and all related documents and to perform all acts contemplated hereby and that the Agreement and all related documents are its legally valid and binding obligations as well the legally valid and binding obligations of its respective successors and assigns and are enforceable in accordance with their terms.

**28. RISK ALLOCATIONS.** In recognition of the relative risks, rewards, and benefits of the Client's project both to itself and to Sebago Technics, the Client hereby agrees, to the fullest extent permitted by law, to limit Sebago Technics' total liability to the Client and all third parties for all claims, losses, injuries, expenses and damages due to Sebago Technics' performance of its work, including that of its sub-consultants, to the greater of Sebago Technics fees or \$50,000.00.

**29. SCOPE OF SERVICES.** The Scope of Services Sebago has agreed to perform is set forth in greater detail in the Proposal, Letter Agreement, or Contract. These services are based upon the requests of Sebago Technics' client and Sebago Technics' professional opinion of what services are being recommended or required based upon those requests.

**30. SEVERABILITY OF PROVISIONS.** In the event any one or more provisions contained in the Agreement should be found to be invalid, illegal, or unenforceable in any respect by any Court having valid jurisdiction, the validity, legality, and enforceability of the remaining provisions of the Agreement shall not in any way be affected or impaired and to this end, the provisions of the Agreement shall be deemed severable.

**31. SITE AND SUBSURFACE INVESTIGATIONS.** Client agrees to furnish right of entry and permission for Sebago Technics, its employees, and/or subcontractors, to perform surveys, borings, and other investigations, including subsurface explorations, pursuant to the scope of services. Sebago Technics will take reasonable precautions to minimize damage to the property. If Sebago Technics is required to restore the property, or subsurface conditions, or structures to its former condition, the cost plus fifteen (15) percent will be added to the fee. Client shall indemnify, defend, and hold harmless Sebago Technics, its employees, and subcontractors from any and all claims, damages, losses, and expenses (including reasonable attorney fees), arising out of or resulting from any such damage, except to the extent caused by Sebago Technics' negligence.

**32. STANDARD OF CARE.** The Services provided by Sebago Technics will be performed in accordance with generally accepted practices of engineers, surveyors, landscape architects, and/or scientists (as applicable) providing similar services at the same time, in the same locale, and under like circumstances.

**33. SUCCESSORS AND ASSIGNS.** This Agreement shall be binding upon and inure to the benefit of the Client and Sebago Technics and their respective successors and assigns, including without limitation, any trustee in bankruptcy or any receiver or trustee or similarly appointed on behalf of the Client or its respective properties or estates. However, nothing in this agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or Sebago Technics.

**34. SUSPENSION/TERMINATION OF SERVICES.** The Agreement between the Client and Sebago Technics may be terminated upon ten (10) days written notice received by either party from the other, should either party fail to perform its obligations under the Agreement. In the event of termination by either party, Client shall pay Sebago Technics for all services rendered and costs incurred up to and including the date of termination plus any post termination work that in Sebago Technics' sole discretion may be required.

If Client fails to make payment when due for services and reimbursable expenses, Sebago Technics may, upon seven (7) days written notice to Client, suspend and/or terminate performance of services under this Agreement. Unless payment in full is received by Sebago Technics within seven (7) days of the date of the notice, the suspension and/or termination shall take effect without further notice. In the event of a suspension and/or termination of services, Sebago Technics shall have no liability to Client for delay or damage to Client or others because of such suspension and/or termination of services.

**35. WAIVER.** No failure to exercise and no delay in exercising any right, power, or remedy hereunder shall impair any right, power, or remedy which Sebago Technics may have, nor shall any such delay be construed to be a waiver of any such rights, powers, or remedies or an acquiescence to any breach or default under this Agreement, nor shall any such act or failure to act by Sebago Technics constitute a waiver of any subsequently occurring default or breach by Client.

**36. WAIVER OF INCIDENTAL, INDIRECT, AND CONSEQUENTIAL DAMAGES.** Client and Sebago Technics waive incidental, indirect, and consequential damages for claims, disputes, or other matters in question arising out of or relating in any way to the Agreement. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, loss of reputation, unrealized savings or diminution of property value, and shall apply to any cause of action including, but not limited to, negligence, strict liability, breach of contract, and breach of warranty. This mutual waiver is applicable, without limitation, to all claims for consequential damages due to either party's termination in accordance with the provisions set forth in the terms and conditions of the Agreement

**Effective Date: February 2019**



## PROFESSIONAL SERVICES AGREEMENT

### JONES ASSOCIATES INC.

280 POLAND SPRING ROAD, AUBURN, MAINE 04210

Office (207) 241-0235

Email: [rjones@jonesai.com](mailto:rjones@jonesai.com) Website: [www.jonesai.com](http://www.jonesai.com)

This AGREEMENT is made between Jones Associates Inc and

CLIENT: Zachary Maher, Town Manager  
Town of Mechanic Falls  
108 Lewiston Street  
Mechanic Falls, Maine 04265  
207-345-2871

PROJECT: Boundary and Existing Conditions Survey of Mechanic Falls Town Complex, 108 Lewiston Street

#### 1. SCOPE OF SERVICES & TIME FRAME

##### **Boundary and Existing Conditions Survey**

A perimeter boundary survey of property as described above will be performed in accordance with the Maine State Standards for a Boundary Survey with the exception that a written Surveyor's Report and a deed description will not be provided unless requested or is found necessary and authorization is granted.

Work will include:

- Review of previous survey work done for the subject parcel or abutting parcels
- Deed research of the chain of title to the subject parcel and abutters necessary to determine seniority and controlling calls for common boundaries
- Analysis of the existing boundary evidence and deeds to determine the location of the subject parcel's boundaries and any easements of record affecting the subject parcel
- Instrument survey performed to locate all physical features and existing boundary evidence related to the subject parcel and the Androscoggin River;
- UAV (drone) aerial survey location of utilities and buildings, access roads and travel ways, ballfields, tennis courts, skate board park
- Plan of the subject parcel showing boundaries, easements, improvements, located physical features, and any encroachments observed
- 1 foot contours over the site
- Location, size, type of material and invert elevations of culverts
- A benchmark placed on site for vertical control
- Establish GPS Control in Maine State Plane Coordinate System NAD 83 to be used for identifying and overlaying into the survey the Federally Designated Flood Zone or Flood Ways; identify the Shoreland Zone lines 250 feet and 100 feet from the shoreline/highwater mark of the Androscoggin River
- Set 5/8" rebar with surveyor's cap at all unmarked corners of the subject parcel
- Detailed UAV Imagery will be provided at NO CHARGE
- Evaluation of streambank areas prone to erosion will be provided at NO CHARGE

*Notwithstanding the foregoing, the provision of Services by JAI pursuant to this Agreement is subject to timely response and delivery of information by CLIENT to JAI and is necessarily subject to events and persons outside of the control of JAI. JAI will seek to promptly inform CLIENT of change in the time frame for performance of its services to CLIENT as described herein.*

1. *ENTIRE AGREEMENT / LIMITATION OF AUTHORITY: This AGREEMENT represents the entire agreement between the parties hereto and supersedes any and all other agreements, written, oral or otherwise, except as set forth herein. This AGREEMENT may only be modified by written agreement of the President and/or a Vice-President of JAI and authorized representatives of the CLIENT.*

2. *INFORMATION PROVIDED BY OTHERS: JAI shall indicate to the CLIENT the information needed for rendering of services hereunder. The CLIENT shall provide to JAI such information as is available to the CLIENT and the CLIENT'S consultants and contractors, and JAI shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is impossible for JAI to assure the accuracy, completeness and sufficiency of such information either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold JAI and JAI's subconsultants harmless from any claim, liability or costs (including reasonable attorney's fees and costs of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT to JAI.*
3. *OWNERSHIP AND USE OF DOCUMENTS: All reports, field data, field notes, calculations, estimates, drawings and other documents and work product prepared by JAI, as instruments or products of service, shall remain the property of JAI. Copies of all such documents will be made available to the CLIENT upon request provided that CLIENT is not in default of its obligations hereunder.*  
*The CLIENT agrees that all reports and other documents furnished to the CLIENT or its agents, which are not paid for, will be returned upon demand and will not be used by the CLIENT for any purpose whatsoever.*  
*JAI will retain all pertinent records for a period of 5 years following submission of a report or other documents, during which period the records will be made available to the CLIENT at all reasonable times.*
4. *STANDARD OF CARE: JAI will endeavor to conduct services provided under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty, expressed or implied, is made.*
5. *BETTERMENT: JAI shall be responsible for all errors or omissions, in the drawings, plats, electronic files and other documents prepared by JAI. It shall be the responsibility of JAI, throughout the period of performance under this Agreement, to use reasonable professional care and good judgment to guard the Owner against defects and deficiencies in the Work. JAI shall correct at no additional cost to the Owner any and all errors, omissions, discrepancies, mistakes or conflicts in the drawings, plats, electronic files and other documents prepared by JAI. In no event will JAI be responsible for any cost or expense that provides betterment, upgrade or enhancement of the project.*
6. *DEFECTS IN SERVICE: The CLIENT shall promptly report to JAI any defects or suspected defects in JAI's work or services of which the CLIENT becomes aware, so that JAI may take measures to minimize the consequences of such a defect. The CLIENT warrants that he or she will impose a similar notification requirement on all contractors in his or her CLIENT/CONTRACTOR contract and shall require all sub-contracts at any level to contain like requirements. Failure by the CLIENT, and the CLIENT'S CONTRACTORS or SUBCONTRACTORS to notify JAI, shall relieve JAI of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given.*  
*Payments to JAI shall not be withheld, postponed or made contingent on the construction, completion or success of the project or upon receipt by the CLIENT of off setting reimbursement or credit from other parties causing Additional Services or expenses. No withholding, deductions or offsets shall be made from JAI's compensation for any reason unless JAI has been found to be legally liable for such amounts.*  
*The CLIENT acknowledges that JAI is a corporation and agrees that any claim made by the CLIENT arising out of any act or omission of any officer or employee of the company in the execution or performance of this agreement, shall be made against JAI and not against such officer or employee.*
7. *UNFORESEEN TIME AND EXPENSES: Unforeseen ambiguities sometimes arise during the survey process that may require unanticipated time and additional expense. If your project requires further investment of time and expense that would exceed the above estimate, this additional work will be reviewed with you to determine how best to proceed.*
8. *TERMINATION: This agreement may be terminated by either party upon fourteen days written notice in the event of substantial failure by the other party to perform in accordance with terms hereof. Such termination shall not be effective if that substantial failure has been remedied before expiration of the period specified in the written notice. In the event of termination, the CLIENT shall remain liable for and shall pay all fees and charges incurred by JAI for services performed to the termination notice date plus reasonable termination expenses.*  
*In the event of termination, or suspension for more than three (3) months, prior to completion of all reports contemplated by the AGREEMENT, JAI may complete such analyses and records as are necessary to complete its files and may also complete a report on the services performed to the date of the notice of termination suspension. Reasonable termination expenses shall mean all the direct costs of JAI at standard hourly rates in completing such analyses, records, and reports.*
9. *INDEMNIFICATION: The CLIENT agrees to indemnify and hold harmless JAI from all claims and costs (including attorney's fees) arising out of this AGREEMENT except when such claims and costs are caused by the negligent acts, errors, or omissions of JAI.*
10. *ARBITRATION: All disputes between the parties will be governed by the laws of the State of Maine. Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The parties understand that they will not be able to bring a lawsuit concerning any dispute, unless it involves a question of constitutional or civil rights.*
11. *MEDIATION: If a dispute arises out of or relates to this contract, or the breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Procedures currently in effect before resorting to arbitration, litigation, or some other dispute resolution procedure unless the parties mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this AGREEMENT and with the American Arbitration Association. A demand for mediation shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event shall the demand for mediation be made after the date when the institution or legal or equitable proceedings based on such claim, dispute, or other matter in question would be barred by the applicable statute of limitations.*

- 12. *ASSIGNS: Neither the CLIENT nor JAI may delegate, assign, sublet or transfer its duties or interests in the agreement without the written consent of the other party.*
- 13. *THIRD PARTY BENEFICIARIES: Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or JAI. JAI's services under this AGREEMENT are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against JAI because of this AGREEMENT or the performance or nonperformance of services hereunder. The CLIENT agrees to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.*
- 14. *SEVERABILITY AND REFORMATION: Any provision found void or unenforceable will be modified to the extent possible to express its intention. All remaining provisions will continue to be binding and valid.*
- 15. *OTHER AGREEMENTS: This AGREEMENT takes precedence over all other terms and conditions of a purchase order or any other agreement either written or oral.*

16. FEE

The CLIENT will pay for these services in accordance with the following arrangement:

**Mechanic Falls Town Complex, 108 Lewiston Street**

**Boundary & Existing Conditions Survey ..... \$ 19,050.00**

*A retainer in the amount of \$N/A will be required prior to initiation of the above described services. This amount will be credited to the CLIENT in the final billing for the services described in this AGREEMENT.*

The fee will be in accordance with the current company Fee Schedule, a copy of which will be furnished by JAI upon the CLIENT'S request.

The CLIENT will be billed for services and agrees to pay within 30 days of presentation. Upon CLIENT'S failure to pay for services as agreed herein, JAI may terminate its performance under this Agreement upon 5 days written notice. CLIENT agrees to pay a late charge equal to 1.5% per month of any amounts due hereunder which are more than 30 days past due. CLIENT agrees to pay all costs of collection of fees owed pursuant to this AGREEMENT, including, but not limited to, reasonable collection agency fees, attorney's fees, and court costs.

IN WITNESS WHEREOF, the parties hereto agree to the above terms:

**Town of Mechanic Falls**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**JONES ASSOCIATES INC**

Signature: 

Name: Richard R. Jones

Title: President

Date: 8/26/2020

1<sup>st</sup> notification      Jan 14 2020      Fred Collins *certified mail*  
2<sup>nd</sup> notification      August 14, 2020      Alan Plummer w/ deadline of Sept 14, 2020 *certified mail*

Photos taken August 26 2020 at Mill site Map 22 L 73

- Mobile Home/building collection Photo 3



- Mobile Home/building collection photo 4



- Mobile Home/building collection photo 1



- Dangerous Building Photo 1



- Dangerous Building Photo 2



- Dangerous Building Photo 5



- Dangerous Building Photo 3



- Dangerous Building Photo 6



- Dangerous Building Photo 4



- Dangerous Building Photo 7



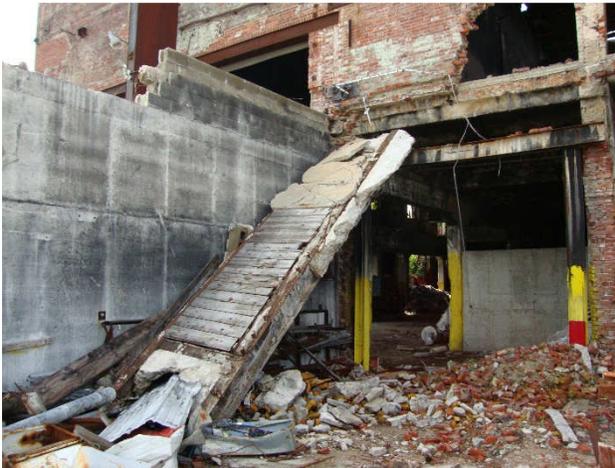
- Dangerous Building Photo 8



- Dangerous Building Photo 11



- Dangerous Building Photo 9



- Dangerous Building Photo 12



- Dangerous Building Photo 10



- Dangerous Building Photo 13



- Dangerous Building Photo 14



- Dangerous Building Photo 17



- Dangerous Building Photo 15



- Dangerous Building Photo 18



- Dangerous Building Photo 16



- Dangerous Building Photo 19



- Dangerous Building Photo 20



- Dangerous Building Photo 23



- Dangerous Building Photo 21



- Dangerous Building Photo 24



- Dangerous Building Photo 22



- Dangerous Building Photo 29



- Dangerous Building Photo 30

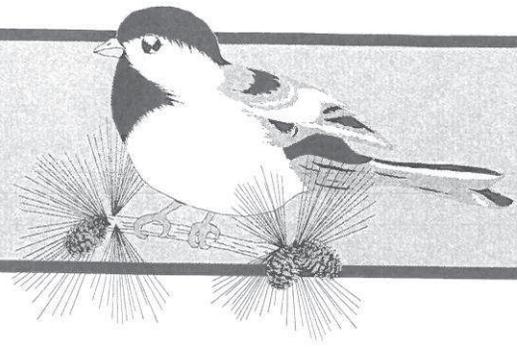


- Dangerous Building Photo 31



# Town of Mechanic Falls

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



Jan 14, 2020

To : Scott Ferland  
Almighty Waste Inc.

Fm: Code Enforcement

Scott,

This letter is in reference to your property located at 30 Lewiston Street Mechanic Falls Maine.  
Map 22 Lot 73.

Is in violation of Maine State Law "Dangerous Building" 17 M.R.S.A. 2851-2859.

1. Structually Unsafe
2. Unstable
3. Unsanitary
4. Constitutes a fire hazard
5. Constitutes a hazard to health or safety because of inadequate maintenance, dilapidation.

Also the Town of Mechanic Falls has an ordinance for warehousing and storage of "mobile homes" of any kind must be approved by the planning board for Special Exception Permit in the downtown district.

Consider this letter to be your first official letter to contact the town and correct any and all violations in order to avoid any and all penalties or fines.

Please contact my office (207) 345-2221

Respectfully,

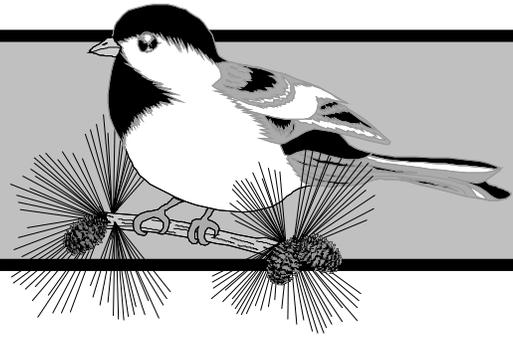
  
Fred S Collins Jr / Code Enforcement

Enclosures (2)

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# Town of Mechanic Falls

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



August 14, 2020

TO: Scott Ferland  
Almighty Waste Inc.  
PO Box 1234  
Auburn, Maine 04211

From: Alan Plummer  
Code Enforcement Officer  
108 Lewiston St.  
Mechanic Falls, Maine 04330

Mr. Ferland,

This letter is a follow up to a letter you received on or about January 28, 2020 pertaining to your property located at 30 Lewiston Street, Mechanic Falls Maine Map 22 Lot 73.

I've received inquiries about when your property will be secured and cleaned up from people in town, and the Town Council has asked that I contact you about your intent.

As noted in that letter, you are in violation of Maine State Law "Dangerous Building" 17 M.R.S.A. 2851-2859 and your storage of "Mobile Homes" are not permitted for the Downtown district.

Please provide a **working plan for clean-up** of your property with at least the following areas addressed to my office no later than September 14, 2020.

## **Items to be addressed in your working Plan;**

- Working hours for site clean-up.
- **Aggressive goals with dates** for removal of building debris and collapsed buildings and remnants above and below grade.
- Access control to the cleanup site, both for working hours and after everyone goes home. Everyone on the site should ALWAYS have on hardhats, reflective vest, steel toed boots, and safety glasses. No exceptions.
- **Written monthly notification of progress** to my office.

Thank you. I look forward to hearing from you soon.  
Please contact me at (207) 345-2221 if you have any questions.

Respectfully,

Alan Plummer/Code Enforcement Officer

(From MMA)

# Dangerous Buildings

## MA Legal Services Information Packet

*This packet is intended for general informational purposes only. It is not meant, nor should it be relied upon, as legal advice in any particular situation. Links to documents herein are provided as examples for informational purposes only and have not been reviewed by MMA Legal Services. Do not use any sample unless it has been reviewed by your legal counsel. The information herein is not a substitute for consultation with legal counsel and legal review or other specific guidance on the subject. The statutes and other information herein are only current as of the date of publication.*

Date of last revision: 11/2017

### **This packet includes the following attachments:**

- [Title 17 M.R.S.A. §§ 2851-2859](#) [Use the arrows to move within the sections]
- [Title 14 M.R.S.A. § 6321](#)
- [Title 30-A M.R.S.A. § 3106](#)
- [Rule 4, Maine Rules of Civil Procedure](#), 2011 edition [scroll down to Rule 4]
- Sample [Notice of Hearing](#)
- Sample [Findings and Order](#)
- Sample [Consent to Removal](#)
- Sample [Acknowledgment and Return of Service](#)

### **Important issues and considerations include:**

#### **I. Definition and Standard**

The municipal officers of a municipality may after notice and hearing adjudge a building to be a nuisance or dangerous and order the building to be repaired or removed. For purposes of this statute, “building” means a building or structure, or any portion of a building or structure, or any wharf, pier, pilings or, any portion thereof, that is located on or extending from land within the boundaries of the municipality as measured from the low water mark (17 M.R.S.A. § 2851). To be adjudged a nuisance or dangerous, the municipal officers must find that the building is structurally unsafe, unstable or unsanitary; constitutes a fire hazard; is unsuitable or improper for the use or occupancy to which it is put; constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property (17 M.R.S.A § 2851(2-A)).

#### **II. Securing Structures**

If a building poses a serious threat to public health and safety, a municipality may secure it pending the abatement proceedings discussed below, and may recover its expenses from the owner (17 M.R.S.A. §§ 2856 and 2853). Notice must be served on the owner and all parties in interest in accordance with 17 M.R.S.A. § 2857, but notice need not be given in advance if prompt action to secure the structure is necessary.

#### **III. Local Process; Alternative Summary Process**

State law provides three methods for abating the nuisance and public safety threat posed by a dangerous building.

A. Under the first method, the municipal officers (selectpersons or councilors) may, after notice and hearing, find that a building, or portion thereof, is a nuisance or dangerous and must be abated or disposed of (17 M.R.S.A. § 2851). Notice of the hearing must be served on the owner and upon all "parties in interest" as defined in 14 M.R.S.A. § 6321 (which includes mortgagors, holders of the fee interest, mortgagees, lessees pursuant to recorded leases or memoranda of leases, lienors and attaching creditors, all as shown by Registry of Deeds records and documents referred to therein). Published notice is required where the name or address of any owner or party in interest is unknown or not ascertainable with reasonable diligence (17 M.R.S.A. § 2857). The notice must be recorded in the Registry of Deeds by the municipal clerk (17 M.R.S.A. § 2857). After the hearing, the municipal officers may make and record an order in accordance with section 2851(3) "prescribing what disposal must be made of that building" (17 M.R.S.A. § 2851). The order must be accompanied by written "findings" (see 17 M.R.S.A. § 2851(2-A)). Most often, the order is for abatement of structural defects within a specific period of time or removal of the structure. However, nothing in the statute limits municipal remedies. Neither the statute nor due process of law requires the municipality to first list the defects and allow a reasonable time for repairs before demolition. *Kirkpatrick v. City of Bangor*, 1999 ME 73, 728 A.2d 1268. However, the order may allow for delay of disposal if the owner has demonstrated the ability and willingness to satisfactorily rehabilitate the building (17 M.R.S.A. § 2851). The municipal clerk must record the order in the Registry of Deeds and must also serve an attested copy of the order upon the owner and all parties in interest (17 M.R.S.A. § 2851(3)). An appeal may be taken to Superior Court from the decision of the municipal officers. If no appeal is filed, or if an appeal pursuant to section 2852 is filed and the Superior Court does not order, stay or overturn the order to dispose of the building, the municipal officers shall order the nuisance to be abated or removed in compliance with the order (17 M.R.S.A. § 2851).

B. The second method of abatement is an alternative to proceeding before the municipal officers. Instead, a municipality may seek an abatement and/or demolition order directly from Superior Court (17 M.R.S.A. § 2851(4)). After a hearing, the Court may order abatement and/or demolition and may award costs to the municipality.

C. The third method of abatement is a "summary" (immediate) process that may be used in cases involving an immediate and serious threat to public health, safety and welfare (17 M.R.S.A. § 2859). To use the summary process, a municipality acting through its building official (or other official named in the statute) must file a verified complaint with the Superior Court. The court may act "ex parte" to set a hearing date (within 10 days of the filing) and order the owner(s) and all parties in interest to appear. Upon hearing, the court may order abatement and/or removal and may assess costs. There is no appeal from the court's judgment, although the owner may, within 30 days, contest costs and seek damages for wrongful removal if provable.

#### **IV. Acknowledgment; Return of Service**

On a legal document, an "acknowledgment" attests to the authenticity of a signature and is required in order to record the document at the county Registry of Deeds. A "return of service" evidences that a copy of the document was actually served on a person by someone with authority to do so. All of the suggested forms in this packet should include an acknowledgment for each signature and should be recorded in the Registry of Deeds (17 M.R.S.A. §§

2851, 2857 and 2858). Any notice or order required to be served on an owner or party in interest should also include a return of service (17 M.R.S.A. §§ 2851 and 2856). Service must be made in the same manner as a court summons is served, including by mail, by a sheriff or deputy within the sheriff's county, by another person authorized by law, or by some person specially appointed by the court for that purpose (Rule 4, M.R.Civ.P., linked above). Please note that while service on an out-of-state property owner may be made in the same manner in which service is made in Maine, the person serving the order on an out-of-state property owner must be one authorized to do so under the laws of the state where service is attempted.

#### **V. Records**

In any proceeding before the municipal officers, a full record of testimony and deliberations should be kept (either a clearly audible tape recording or a written verbatim transcript). Documentary evidence (such as photos and inspection reports) also should be compiled and preserved. This record is essential to sustaining the municipal officers' decision if it is appealed. Proof of expenses (such as time cards and invoices) also will be important if a municipality itself undertakes the abatement and seeks to recover its costs.

#### **VI. Special Tax**

All expenses incurred by a municipality related to an order issued under section 2851, including the expenses relating to the abatement or removal of a building, must be repaid to the municipality by the owner within 30 days of demand or these costs may be recovered by assessing a "special tax" against the land (17 M.R.S.A. § 2853). The tax must be included in the "next annual warrant" to the collector and may be collected in the same manner as property taxes (including by automatic lien foreclosure). (See MMA's *Municipal Assessment Manual* for assessment and commitment discussions and related forms.)

The costs that may be recovered by the municipality include, but are not limited to, the cost of title searches, location reports, service or process, reasonable attorney's fees, the cost to secure or remove the building, and all other costs that are reasonably related to the removal of the building.

#### **VII. Personal Property Located in a Building Declared to be Dangerous**

In many cases, there will be items of personal property inside a building that has been declared dangerous using the process outlined above. Before the building may be demolished, the personal property must be addressed. Title 30-A M.R.S.A. § 3106 outlines the statutory procedure that must be followed by the municipality in the event of abandoned personal property.

#### **VIII. Additional Concerns**

As the discussion above indicates, a determination that a structure is a dangerous building requires careful consideration by the municipal officers and strict compliance with the requirements of State law, including complex notice provisions. A title search is recommended to identify all parties in interest entitled to notice of the proceedings. Moreover, demolition of property is a drastic measure that may result in liability for damages for wrongful removal. The municipality should take care to protect the due process rights of the owner and parties in interest by providing a meaningful opportunity to be heard and to address municipal concerns. *City of Brewer v. Conners*, CV-03-2 (Super. Ct, Pen. Cty, May, 28, 2004), *Kirkpatrick v. City of Bangor*, 1999 ME 73, 728 A.2d 1268; *Michaud v. City of Bangor*, 196 A.2d 106 (Me. 1963); *Bennett v. Town of Poland*, CV-88-64 (Super. Ct, Andro. Cty, Nov. 9, 1988). Therefore, we

strongly urge the municipal officers to consult with local counsel before commencing such a proceeding. The municipality may recover the cost of legal advice as part of the "special tax" assessed against the property.

Finally, and again in consideration of the complexity of the formal procedures outlined above, a municipality should first attempt to resolve the issue of an unsafe building informally by sending a letter by certified mail, return receipt requested, to the property owner setting forth the problem and explaining that unless the problem is resolved to the municipality's satisfaction within a specified number of days, the municipality will commence proceedings to have the building demolished. Municipalities should be aware that any negotiated consent which allows the municipality to demolish property and assess a special tax against the property must include written consent by all parties in interest. Notices of the consent must be recorded in the Registry of Deeds located in the county where the building is situated (17 M.R.S.A. § 2858).

#### **IX. Forms**

The MMA Legal Services Department would like to thank Geoff Hole, Esq. for sharing various forms that he developed for use in connection with the Title 17 dangerous building process. Those forms appear as part of this packet either in their original form or with modifications.

**Title 17: CRIMES**  
**Chapter 91: NUISANCES**  
Subchapter 4: DANGEROUS BUILDINGS

§2852

**§2851. Dangerous buildings**

The municipal officers in the case of a municipality or the county commissioners in the case of the unorganized or deorganized areas in their county may after notice pursuant to section 2857 and hearing adjudge a building to be a nuisance or dangerous, in accordance with subsection 2-A, and may make and record an order, in accordance with subsection 3, prescribing what disposal must be made of that building. The order may allow for delay of disposal if the owner or party in interest has demonstrated the ability and willingness to satisfactorily rehabilitate the building. If an appeal pursuant to section 2852 is not filed or, if an appeal pursuant to section 2852 is filed and the Superior Court does not order, stay or overturn the order to dispose of the building, the municipal officers or the county commissioners shall cause the nuisance to be abated or removed in compliance with the order. [PL 2017, c. 136, §1 (AMD).]

For the purposes of this subchapter, "building" means a building or structure or any portion of a building or structure or any wharf, pier, pilings or any portion of a wharf, pier or pilings thereof that is or was located on or extending from land within the boundaries of the municipality or the unorganized or deorganized area, as measured from low water mark, and "parties in interest" has the same meaning as in Title 14, section 6321. [PL 2017, c. 136, §1 (NEW).]

**1. Notice.**

[PL 2017, c. 136, §1 (RP).]

**2. Notice; how published.**

[PL 2017, c. 136, §1 (RP).]

**2-A. Standard.** To adjudge a building to be a nuisance or dangerous, the municipal officers or county commissioners must find that the building is structurally unsafe, unstable or unsanitary; constitutes a fire hazard; is unsuitable or improper for the use or occupancy to which it is put; constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property.

[PL 2017, c. 136, §1 (NEW).]

**3. Recording of the order.** An order made by the municipal officers or county commissioners under this section must be recorded by the municipal or county clerk, who shall cause an attested copy to be served upon the owner and all parties in interest in the same way service of process is made in accordance with the Maine Rules of Civil Procedure. If the name or address cannot be ascertained, the clerk shall publish a copy of the order in the same manner as provided for notice in section 2857.

[PL 2017, c. 136, §1 (AMD).]

**4. Proceedings in Superior Court.** In addition to proceedings before the municipal officers or the county commissioners, the municipality or the county may seek an order of demolition by filing a complaint in the Superior Court situated in the county where the building

is located. The complaint must identify the location of the property and set forth the reasons why the municipality or the county seeks its removal. Service of the complaint must be made upon the owner and parties in interest in accordance with the Maine Rules of Civil Procedure. After hearing before the court sitting without a jury, the court shall issue an appropriate order and, if it requires removal of the building, it shall award costs as authorized by this subchapter to the municipality or the county. Appeal from a decision of the Superior Court is to the law court in accordance with the Maine Rules of Civil Procedure.

[PL 2017, c. 136, §1 (AMD).]

SECTION HISTORY

PL 1965, c. 284 (RPR). PL 1967, c. 401, §1 (AMD). PL 1973, c. 143, §1 (AMD). PL 1979, c. 27, §§1-3 (AMD). PL 1997, c. 6, §1 (AMD). PL 2017, c. 136, §1 (AMD).

second ave

Legend



Google Earth

634	Cont'l services - Management Fees: (Includes Safety Officer)	21,000.00		21,000.00
635	Contract services - Other: TRIO, Sensus, new tech	3,500.00		3,500.00
650	Transportation: Gas, fuel and repairs to trucks & backhoe	7,000.00		7,000.00
656-59	Insurances: Workers Comp - \$2,800.00	6,100.00	(+600)	6,700.00
	Liability / Property - \$3,900 Bldg, Pump, Trucks, Backhoe			
660	Advertising Expense - Ads for flushing hydrants, any meetings	200.00		200.00
667	PUC Expense: fee based on revenues	1,950.00	(+150)	1,800.00
670	Bad Debt Expense: Lost revenues due to bankruptcies	100.00		100.00
675	Miscellaneous Expenses Heat - propane for office and pumping station - \$5000 Phones - \$2500 CCR Reports, water bills - \$3000 Dues: Water utilities, MRWA, others - \$850 Training & travel: Meetings, seminars, etc - \$1200 Sewer charge: \$65 per quarter - \$260 Water testing: Monthly, quarterly, and yearly - \$1890 Bank service charges - \$100 All other expenditures not accounted for elsewhere - \$2500	17,300.00	(+300)	17,000.00
	<b>TOTAL</b>	<b>371,617.39</b>	<b>17,375.67</b>	<b>354,241.72</b>
	<b>CAPITAL BUDGET</b>			
	\$5,500 from the water dept. Backhoe was replaced in 2016. \$22,000 2019 Balance + 2020's \$5500 = \$27,500			
	\$5,500 - Pickup Truck replaced in 2015 2019 Balance is \$11,000 + 2020's \$5,500 = \$16,500			
	\$10,000 - Mains / Grants and transmission line reserve: to be reserved for any future pipe project or replacement of main pump, match for a grant, etc 2019 Balance is \$58,053.52 + \$10,000 for 2020 = \$68,053.52			
	<b>TOTAL CAPITAL</b>	<b>21,000.00</b>	<b>-14,000.00</b>	<b>35,000.00</b>
	<b>GRAND TOTAL</b>	<b>392,617.39</b>	<b>(+ \$3,375.67)</b>	<b>389,241.72</b>

MECHANIC FALLS WATER DEPT  
62 HIGHLAND AVENUE  
MECHANIC FALLS, ME

TEAM EJP Gardiner, ME  
32 PRESCOTT STREET  
GARDINER, ME

04256

04345

Telephone: 207-582-2006

8/26/20 Bid ID: 5431809 MECHANIC FALLS- NEW WATER SERVICE

Page 1

Quantity	Sell Per	Description	Unit Price	Extended Price
<u>Package 00002</u>				
OPTION #2 6" BIONAX				
1	EA	6X6 SS TAP SLEEVE 690730	728.23	728.23
1	EA	6 MJ DI RS TAP VLV OR **RED NUT*	847.56	847.56
2	EA	VALVE BOX COVER WATER	17.88	35.76
2	EA	26 VALVE BOX TOP TF	67.25	134.50
2	EA	36 VALVE BOX BASE BELL	62.72	125.44
5	EA	6 PVC ROMAGRIP ACCESSORY PACK	55.79	278.95
2	EA	6 202N SADDLE 1CC 663760	100.99	201.98
2	EA	1 BALL CORP CCXCPPJ LEAD FREE	83.10	166.20
2	EA	1 BALL CURB CPPJ LEAD FREE	125.76	251.52
2	EA	1 SERVICE BOX PLUG COVER ROPE	9.45	18.90
2	EA	4-1/2-5-1/2 SERVICE BOX L/C	28.15	56.30
2	EA	1/2X36 SERVICE BOX ROD STAINLESS	18.72	37.44
100	FT	1X100 BLUE CTS TUBE 250	.51	51.00
6	EA	1 SS TUBE STIFFENER CTS	2.00	12.00
1	EA	6X6 MJ DI HYD TEE CL	237.56	237.56
1	EA	6 MJ DI SOLID PLUG CL	82.41	82.41
2	EA	6 MJ GASKET KIT 3/4X4 N&B	18.17	36.34
1	EA	6 MJ DI RS VALVE OR **RED NUT**	615.67	615.67
1	EA	5W HYD 5-6 OR 6MJ NST 50N	2,433.76	2,433.76
520	FT	6X20 BIONAX PVC PIPE CIOD	4.87	2,532.40

Package Sub-total:

8,883.92

Continued Next Page

MECHANIC FALLS WATER DEPT  
62 HIGHLAND AVENUE  
MECHANIC FALLS, ME

TEAM EJP Gardiner, ME  
32 PRESCOTT STREET  
GARDINER, ME

04256

04345

Telephone: 207-582-2006

8/26/20 Bid ID: 5431809 MECHANIC FALLS- NEW WATER SERVICE

Page 2

Quantity	Sell Per	Description	Unit Price	Extended Price
----------	-------------	-------------	---------------	-------------------

SINCERLY,

DYLAN ROSS  
EJP GARDINER, ME  
CELL: 207-242-4938  
EVERETT J PRESCOTT INC

Subtotal: 8,883.92

Tax: .00

Bid Total: 8,883.92

TEAM EJP Gardiner, ME-Svc  
 E.J. PRESCOTT INC.  
 P.O. BOX 350002  
 BOSTON, MA 02241-0502

WAREHOUSE  
 TEAM EJP Gardiner, ME-Svc  
 32 PRESCOTT STREET  
 LIBBY HILL BUSINESS PARK  
 GARDINER, ME 04345-0000  
 Phone # 207 582 2006

SALES ORDER  
 ACKNOWLEDGEMENT

C.O.D.  
 5754190  
 8/31/20  
 001531  
 011

1

MECHANIC FALLS WATER DEPT  
 62 HIGHLAND AVENUE  
 MECHANIC FALLS, ME 04256

SHIP TO  
 MECHANIC FALLS WATER DEPT  
 SECOND AVE  
 MECHANIC FALLS, ME 04256

SPECIAL INSTRUCTIONS  
 SEPT 15TH @9AM

Customer P.O. Number  
 STEVE

Job Name  
 SECOND AVE

Job No. 351  
 Sls DRO  
 Sales Order Date 8/26/20  
 Shipping Method OUR TRUCK

Ln	Product No. / Description	U/W	Ordered	Shipped	B/O	Unit Price	Disc	Ext Amount
001	90132 6X6 SS INSTALL & TAP CI 021197 SER INS INS	EA	1	1	0	725.0000		725.00
002	90359 MILEAGE 021267 SER MIL MIL ***MILES FROM SHOP TO JOBSITE*** ***AND RETURN TO SHOP***	EA	80	80	0	1.5000		120.00
003	89999 EXCAVATION REPORT 048243	EA	1	1	0			N/C

Product To be shipped on or before  
 scheduled promise date: 9/15/20  
 Thank you for your order. Please review this acknowledgement for  
 any errors. If you have any questions or problems, please call your  
 local sales office listed above.

{ } Prepaid { } Collect { } Pick Up	CTNS	Wt.	Shipped Via	Ship Date	Pick By	Fill By	Pack By	Chk By	Amount Taxamt	845.00
				8/31/20					Freight	.00

Received By \_\_\_\_\_ Date Received \_\_\_\_\_  
 END OF ORDER  
 X

TOTAL	845.00
-------	--------

MECHANIC FALLS WATER DEPT  
 62 HIGHLAND AVENUE  
 MECHANIC FALLS, ME 04256

SHIP TO  
 MECHANIC FALLS WATER DEPT  
 SECOND AVE  
 MECHANIC FALLS, ME 04256

Customer P.O. Number  
 STEVE

Job Name  
 SECOND AVE

Job No. 351  
 Sls DRO  
 Sales Order Date 8/26/20  
 Shipping Method OUR TRUCK

1

## Zachary Maher

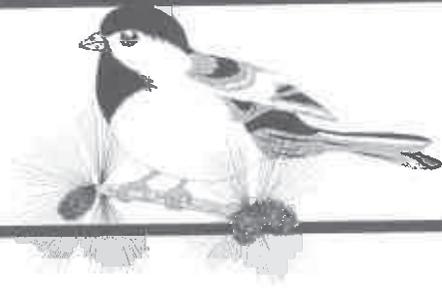
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**From:** mcfalls1@roadrunner.com  
**Sent:** Monday, August 31, 2020 3:15 PM  
**To:** Zachary Maher  
**Subject:** justification

A few years ago we discovered "Bionax" plastic pipe when we learned that Auburn has switched over to it. We used it on Park Street and again on Third Avenue. It is easy to install because of its light weight and is one third the price of ductile iron, There are other plastic products available. But it doesn't have the same flexible characteristics as Bionax. Also, we specify Waterous hydrants. We have used them exclusively for the last twenty-five years. EJP is the sole distributor in Maine.

# Town of Mechanic Falls

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



## Notice of Appointment

Sept. 8, 2020

To: Town Council  
CC: Julie Ward, Town Clerk

Under Article III, sec. 2-B of the Mechanic Falls Town Charter the Town Council is hereby notified that Michelle Emery, Finance Director is appointed Town Treasurer and shall exercise all powers and duties conferred by law upon them.

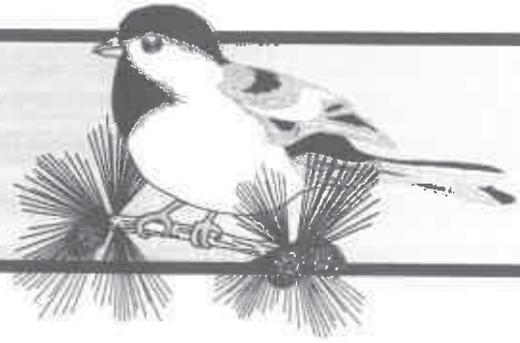
Best,

A handwritten signature in black ink, appearing to read 'Zachary W. Maher'. The signature is stylized and includes a long horizontal stroke at the end.

Zachary W. Maher  
Town Manager

# Town of Mechanic Falls

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



To: Town Council

From: Lisa Prevost, Treasurer

RE: Town of Mechanic Falls Dirigo Federal Credit Union bank accounts

Date: September 8, 2020

I would like to request that the Town Council approve the removal of my name as signer on all the Town of Mechanic Falls bank accounts at Dirigo Federal Credit union, specifically the accounts listed below. I have submitted my letter of resignation to the Town Manager; my final day with the Town will be 9/11/2020.

I would like to request that Michelle Emery be added as a signer to all the Town of Mechanic Falls Dirigo Federal Credit Union bank accounts as listed below except for those accounts, Mechanic Falls Santa Program and Mechanic Falls Homecoming account, on which she is already listed as a signer..

Mechanic Falls Public Library  
Town of Mechanic Falls Santa Program  
Town of Mechanic Falls Homecoming  
Mechanic Falls Historical Society  
Mechanic Falls Athletic Association

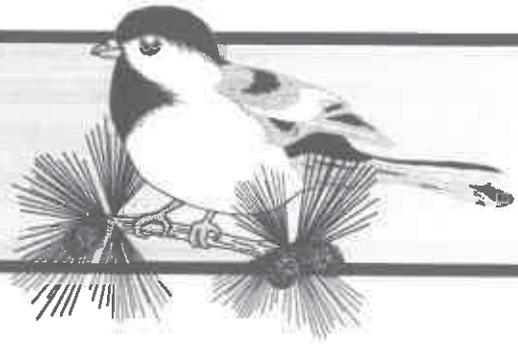
Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lisa A. Prevost".

Lisa A. Prevost, Treasurer  
Town of Mechanic Falls

# Town of Mechanic Falls

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



To: Town Council

From: Lisa Prevost, Treasurer

RE: Town of Mechanic Falls Androscoggin Bank Accounts

Date: September 8, 2020

I would like to request that the Town Council approve the removal of my name as signer on all the Town of Mechanic Falls bank accounts with Androscoggin Bank, including the accounts for the Town of Mechanic Falls Water Department. I have submitted my letter of resignation to the Town Manager; my final day with the Town will be 9/11/2020.

I would like to request that Michelle Emery be added as a signer to all the Town of Mechanic Falls Androscoggin bank accounts, including the Mechanic Falls Water Department accounts, in my place. She would have the same signing authority as I currently have, in the position of Treasurer for the Town of Mechanic Falls. I would also request that she be given permissions to view the Town accounts online, the same permissions that I have had as Treasurer for the Town of Mechanic Falls.

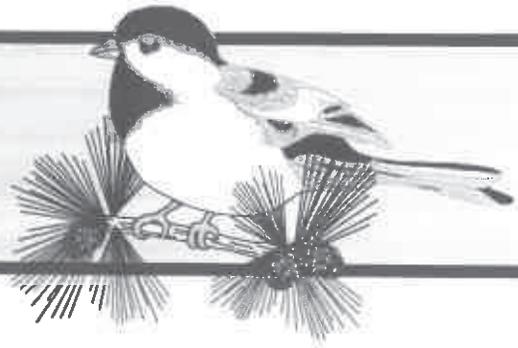
Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa A. Prevost".

Lisa A. Prevost, Treasurer  
Town of Mechanic Falls

# Town of Mechanic Falls

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



To: Town Council

From: Lisa Prevost, Treasurer

RE: Town of Mechanic Falls Northeast Bank accounts

Date: September 8, 2020

I would like to request that the Town Council approve the removal of my name as signer on all the Town of Mechanic Falls bank accounts at Northeast Bank. I have submitted my letter of resignation to the Town Manager; my final day with the Town will be 9/11/2020.

I would like to request that Michelle Emery be added as a signer to all the Town of Mechanic Falls Northeast Bank accounts with all the same authorizations that I currently have as Treasurer,

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa A. Prevost" followed by a small cross-like flourish.

Lisa A. Prevost, Treasurer  
Town of Mechanic Falls

# Town of Mechanic Falls

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



## Town of Mechanic Falls Protocols ~~on Requests~~ for Public Records Under Maine's Freedom of Access Law ("Right-To-Know")

~~1 M.R.S.A. §§401, et seq.~~

Adopted September 6, 2012

Amended July 20, 2020

**PURPOSE:** It is the purpose of this protocol to ensure that every person has access to public records in the possession of the Town and that the time and method of providing public records to persons requesting them both complies with their rights under the law and allows for the smooth functioning of governmental departments.

### **DEFINITION:**

Definition of the term "public proceeding" can be found in 1 M.R.S.A. 402(2).

Definition of the term "public records" can be found in 1 M.R.S.A. 402(3). The Town is prohibited by law, however, from releasing information classified as confidential under state or federal law.

Definition of the term "public access officer" can be found in 1 M.R.S.A. 402(5).

### **GUIDELINES CONCERNING ACCESS TO PUBLIC PROCEDURES:**

1. The public has a right to fair notice and access to committees, Boards and Councils that fall under the overview of the Mechanic falls Town Council. With the exception of any advisory committee as defined by 1 M.R.S.A. 403(6), all boards, committees and commissions whose members are appointed by the Mechanic Falls town council or elected by popular vote shall conduct meetings of public record in compliance with 1 M.R.S.A. 403 by observing the following expectations:
  - a. All meeting Agendas shall be posted for public notice no less than 5 days prior to the meeting. These agendas shall be posted on the town website, listed on the town calendar and notices shall be hung in a conspicuous place within the town office.
  - b. All meetings shall be conducted on town property to assure free access of residents to public meetings.
  - c. Video of the Town Council, Budget Committee and Planning Board meetings and workshops shall be recorded by town staff. These videos shall be posted on the town website within a reasonable amount of time.
  - d. All recorded minutes of public meetings shall be provided to the Clerk's office to be posted on the town website within a reasonable amount of time. They will also be included monthly within the Town Council agenda packet.

# Town of Mechanic Falls

108 Lewiston Street  
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[www.MechanicFalls.org](http://www.MechanicFalls.org)



## GUIDELINES CONCERNING ACCESS TO PUBLIC RECORDS:

1. ~~1.~~ Persons requesting access to public records are asked to complete the attached form and present it to the Town during regular business hours. The Freedom of Access Act does not require that requests be in writing and persons seeking access to public records are not obligated to put their request in writing without forfeiting their right to inspect and copy the records. However, the Town strongly urges members of the public to put their request in writing to maintain a record of when the request was received and to make certain that the documents requested can be located as quickly as possible and made available for inspection. The request should designate by name or reasonable description a document or group of documents in existence on the date of the request. Requests for future documents cannot be honored. Requests should be as specific as possible to assist Town staff in retrieving information and, thereby, to decrease unnecessary costs.

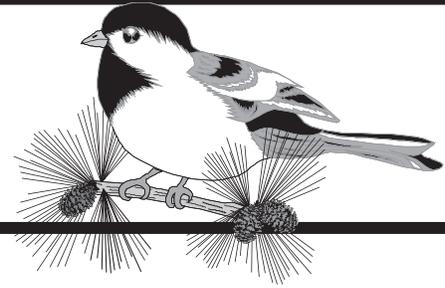
All information requests should be forwarded to the Town's Public Access Officer, who is the Town ~~Clerk~~ Manager. In the event a public records request is received by another employee or official of the Town, such request will be forwarded to the Public Access Officer for processing. The Public Access Officer may in his or her discretion appoint a designee or replacement, in which case the public will be notified of who is serving as the Public Access Officer.

Within five business days of the request for access to public records, the Public Access Officer or his/her designee will provide a written acknowledgement of the request and confirmation that the public records will be made available within a reasonable period of time or an explanation of why the information is not available to the public and cannot be released.

2. ~~2.~~ The process to obtain public records could include any or all of the following tasks: searching for, retrieving, compiling, copying, translating, or preparing records for inspection and distribution. These tasks will all occur at such time as will not delay or inconvenience the regular activities of the Town.

# Town of Mechanic Falls

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



a. Inspection of Records. Public records may be inspected, by appointment, during normal business hours at a time and in a manner that ensures protection of the records and does not delay or inconvenience the regular activities of the Town department that is the custodian of the record. If circumstances warrant, the Town in its sole discretion may determine that public records can be sent electronically or by mail.

~~A.~~

~~B.~~b. Protection of Records. To protect its public records, the Town may require that an employee or official of the Town be present during inspection and/or copying of documents.

~~C.~~c. Scheduling. When the presence of an employee or official is required to ensure the protection of any record, the inspection or copying shall be scheduled during the regular business hours of the Town.

d. Copying. If Town copiers are used, the charge to the person requesting the copies shall be the current rate charged by the Town (schedule attached). If any record is copied on a photocopier other than one belonging to the Town, the Town reserves the right to have an employee or official present at the time the record is copied to protect the record.

~~D.~~e.

~~E.~~f. Requests that require copying only several pages that are readily available may be produced at the time of the request. Other requests may require several days to complete the task of copying documents based on the reasonable availability of staff to perform the task.

~~F.~~g. Fees for obtaining records will be charged pursuant to 1 M.R.S.A. §408. Fees may include the payment of costs incurred by the Town in searching for, retrieving, compiling, copying, translating, preparing for inspection and distribution of public records as may be allowed by 1 M.R.S.A. §408(3). In accordance with 1 M.R.S.A. §408, the Town will not charge for the first hour of staff time needed to process a public records request. Should a request require staff time that exceeds the first hour of free staff time, an estimate of charges to fulfill the request shall be given to the requestor before such work begins. Advance payment may be required under certain circumstances. Pursuant to 1 M.R.S.A. §408(5), this can be done when the estimated total cost exceeds \$100, or the requester has previously failed to pay a properly assessed fee under this chapter in a timely manner. Fee waivers are available under certain, limited circumstances.

~~3.~~ 3. Any denial by the Town of a request to inspect a public record may be appealed to Superior Court by the person whose request is denied within five (5) working days of receipt of the denial.

~~4.~~ 4. This policy is a guide. Within the law, this protocol may be altered in the sound discretion of the Town Manager as may be necessary to meet specific circumstances.

**Voted and approved by Planning Board on August 17, 2020**

## **Marijuana**

### **Existing Mechanic Falls Land Use Ordinance**

ARTICLE IV. LAND USE DISTRICTS AND REGULATIONS

SECTION 5. PERFORMANCE REQUIREMENTS AND STANDARDS FOR SPECIFIC ACTIVITIES

M. Marijuana Related Activities

### **Proposed change:**

9. Adult-Use & Medical Marijuana Retail Operations a. Only four (4) Marijuana Retail Facilities shall be permitted in the Town of Mechanic Falls.

**Definition:** Facility is defined as one standalone building.

## **Noise**

### **Existing Mechanic Falls Land Use Ordinance**

Article IV Land Use District and Regulations

Table 2

Section 4

I. Noise Abatement

1. Excessive noise at unreasonable hours must be required to be muffled, so as not to be objectionable due to intermittence, beat frequency, shrillness or volume.

### **Proposed change:**

1. Excessive noise at unreasonable hours **between 11:00pm and 6:00am** must ~~be required to~~ be muffled, so as not to be objectionable due to intermittence, beat frequency, shrillness or volume.

# Household Trash

## Existing Mechanic Falls Land Use Ordinance

None at this time.

### Proposed change:

- Wording from MMA Legal.
- NOTE from MMA Legal: “FYI, this language is a common provision that is usually contained in a more comprehensive solid waste disposal ordinance.”
- “Occupants and/or owners shall secure all bagged or unbagged residential solid waste and recyclable material in a suitable container which shields it from the public view, and protects it from pests and other animals. Occupants and/or owners shall not permit such solid waste or recyclable materials to accumulate on or about the premises except in such suitable containers.”

Definition: Residential solid waste is any household trash or rubbish.

# Kennels

## Existing Mechanic Falls Land Use Ordinance

### In Definitions

Kennel: An establishment in which more than four (4) dogs or four (4) cats are sold, housed, bred, boarded, or trained for a fee.

#### SECTION 2. LAND USES

Land Uses permitted in Mechanic Falls are shown on Table 1 (Table of Uses) by the type of permit required or not required within each land use District under this Ordinance. Such permits must be secured prior to obtaining the appropriate building, plumbing or other appropriate construction permits, in accordance with the procedures and processes described in Article II and III.

#### KEY TO TABLE 1

- Y= Yes, use allowed without a land use permit from the CEO or Planning Board. Other permits such as building and plumbing permits may be required prior to commencement of any development activity.
- U= Use requires Use Permit following review for minor projects from CEO.
- C= Use requires Conditional Use Permit following site plan review from Planning Board. (10/05/98)
- S= Use requires Special Exception Permit from Planning Board following development review for all projects. In addition to meeting all major project criteria, applicants must demonstrate that (a) there is no alternate site which is both suitable to the proposed use and reasonably available to the applicant; and (b) that a neighborhood environmental impact report shows that there will be no adverse impacts on neighboring properties or uses.
- N= No, use is not permitted in District.

LSG – Lewiston St Gateway  
RD – Rural District  
DB – Downtown Business  
GI – General Industrial  
PSG – Pleasant St Gateway  
GR – General Residential  
HC – Highway Commercial  
RP – Resource Protected Overlay  
AM – Aquifer Management Overlay  
SZ – Shoreland Zone Overlay  
MH – Mobile Home Park Overlay



**John E. O'Donnell & Associates  
632 Bald Hill Road  
New Gloucester, Maine 04260**

**ABATEMENT REVIEW AND RECOMMENDATION**

**P PROP ACCOUNT # 4**

**NAME Auburn Manufacturing Inc.**

**ADDRESS PO Box 220**

**CITY, STATE ZIP Mechanic Falls, Maine 04256-0220**

**REVIEW:**

The valuation was not updated from 2019 to reflect 2020.

Committed Valuation		Revised Valuation	
P PROP	316,410	P PROP	215,130
BETE	674,330	BETE	549,800

**TAX YEAR 2020**

**ABATED VALUATION 101,280 ABATED TAX \$2,172.46**

Sincerely,

\_\_\_\_\_  
Date \_\_\_\_\_  
\_\_\_\_\_  
Date \_\_\_\_\_  
\_\_\_\_\_  
Date \_\_\_\_\_  
\_\_\_\_\_  
Date \_\_\_\_\_  
\_\_\_\_\_  
Date \_\_\_\_\_

**John E. O'Donnell & Associates**

**New Gloucester, Maine 04260**

**ABATEMENT REVIEW AND RECOMMENDATION**

MAP/LOT 012-007-017-000

ACCOUNT # RE 1339

NAME Advent Campground, Mechanic Falls

ADDRESS Po Box 145

CITY, STATE ZIP Mechanic Falls, Maine 04256-0145

**REVIEW:**

The property is exempt.

Committed Valuation		Revised Valuation	
LAND	0	LAND	0
BLDG	8,636	BLDG	8,636
P PROP	0	P PROP	0
EXMPT	0	EXMPT	8,636
TOTAL	8,636	TOTAL	0

**TAX YEAR 2020**

ABATED VALUATION 8,638 ABATED TAX \$185.24

Sincerely,

\_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_



**TOWN OF MECHANIC FALLS**  
**108 LEWISTON ST**  
**MECHANIC FALLS, ME 04256-5123**  
 For the fiscal year July 1, 2020 to June 30, 2021



Telephone: (207) 345-2871

**THIS IS THE  
 ONLY BILL YOU  
 WILL RECEIVE**

4281 P40926 - 1of1



ADVENT CAMPGROUND, MCFALLS  
 PO BOX 145  
 MECHANIC FALLS, ME 04256-0145

**2021 REAL ESTATE TAX BILL**

**CURRENT BILLING INFORMATION**

LAND VALUE	\$0.00
BUILDING VALUE	\$8,636.00
TOTAL: LAND & BLDG	\$8,636.00
MACHINERY & EQUIPMENT	\$0.00
FURNITURE & FIXTURES	\$0.00
OTHER	\$0.00
MISCELLANEOUS	\$0.00
TOTAL PER. PROPERTY	\$0.00
HOMESTEAD EXEMPTION	\$0.00
OTHER EXEMPTION	\$0.00
NET ASSESSMENT	\$8,636.00
TOTAL TAX	\$185.24
LESS PAID TO DATE	\$0.00
<b>TOTAL DUE =&gt;</b>	<b>\$185.24</b>

ACCOUNT: 001339 RE  
 MIL RATE: \$21.45  
 LOCATION: 41 ADVENT CIRCLE  
 BOOK/PAGE:

ACREAGE: 0.00  
 MAP/LOT: 012-007-017-000

FIRST HALF DUE: \$92.62  
 SECOND HALF DUE: \$92.62

**TAXPAYER'S NOTICE**

**INTEREST AT 8% PER ANNUM CHARGED ON ALL TAXES NOT PAID WHEN DUE.**

**DEADLINE FOR ABATEMENT APPLICATIONS IS FEBRUARY 1, 2021.**

All taxes are due in two equal installments with the first due 10/15/2020 and the second due 05/15/2021.

This tax bill has been reduced by 61.9% due to State Aid to Education and State Revenue Sharing.

If you have any questions concerning this bill, please contact the Town Office at Telephone: (207) 345-2871.

As of July 1, 2020 the Town Indebtedness is \$904,446.00.

If a bank or mortgage company pays your taxes, please review this bill and forward a copy to them.

**CURRENT BILLING DISTRIBUTION**

EDUCATION	\$66.87	36.10%
COUNTY	\$8.34	4.50%
MUNICIPAL	<u>\$110.03</u>	<u>59.40%</u>
TOTAL	\$185.24	100.00%

**REMITTANCE INSTRUCTIONS**

Payments can be made in person, by mail or online.

Office hours: Monday - Tuesday 8:00 AM - 5:00 PM, Wednesday 8:00 AM - 4:00 PM,  
 Thursday 8:30 AM - 5:30 PM, and Friday 7:30 AM - 11:30 AM

Pay online at [mechanicfalls.gov/office.com](http://mechanicfalls.gov/office.com)

Please make checks payable to

**TOWN OF MECHANIC FALLS and mail to:**

**TOWN OF MECHANIC FALLS**

**108 LEWISTON ST**

**MECHANIC FALLS, ME 04256-5123**

2021 REAL ESTATE TAX BILL

TOWN OF MECHANIC FALLS, 108 LEWISTON ST, MECHANIC FALLS, ME 04256-5123

ACCOUNT: 001339 RE  
 NAME: ADVENT CAMPGROUND, MCFALLS  
 MAP/LOT: 012-007-017-000  
 LOCATION: 41 ADVENT CIRCLE  
 ACREAGE: 0.00



**INTEREST BEGINS ON 05/16/2021**

DUE DATE	AMOUNT DUE	AMOUNT PAID
05/15/2021	\$92.62	

**PLEASE REMIT THIS PORTION WITH YOUR SECOND PAYMENT**

2021 REAL ESTATE TAX BILL

TOWN OF MECHANIC FALLS, 108 LEWISTON ST, MECHANIC FALLS, ME 04256-5123

ACCOUNT: 001339 RE  
 NAME: ADVENT CAMPGROUND, MCFALLS  
 MAP/LOT: 012-007-017-000  
 LOCATION: 41 ADVENT CIRCLE  
 ACREAGE: 0.00



**INTEREST BEGINS ON 10/16/2020**

DUE DATE	AMOUNT DUE	AMOUNT PAID
10/15/2020	\$92.62	

**PLEASE REMIT THIS PORTION WITH YOUR FIRST PAYMENT**

**John E. O'Donnell & Associates  
632 Bald Hill Road  
New Gloucester, Maine 04260**

**ABATEMENT REVIEW AND RECOMMENDATION**

MAP/LOT 07-032-001-000

P PROP ACCOUNT # 489

NAME Morgan, Thomas W. & Kelli J.

ADDRESS 114 Patterson Road

CITY, STATE ZIP Mechanic Falls, Maine 04256

**REVIEW:**

The lot was assessed for 19.92 acres. This owner only purchased 2.32 acres. The account will be corrected and the extra land will be billed to the correct persons.

Committed Valuation		Revised Valuation	
LAND	46,198	LAND	31,720
BLDG	18,924	BLDG	18,924
P PROP	0	P PROP	0
EXMPT	0	EXMPT	0
<b>TOTAL</b>	<b>65,122</b>	<b>TOTAL</b>	<b>50,644</b>

TAX YEAR 2020

ABATED VALUATION 14,478 ABATED TAX \$310.55

Sincerely,

\_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_ Date \_\_\_\_\_

**John E. O'Donnell & Associates**  
**632 Bald Hill Road**  
**New Gloucester, Maine 04260**

SUPPLEMENTAL REVIEW AND RECOMMENDATION

MAP/LOT 007-032-003-000

PROP ACCOUNT # 1503

NAME G & G Property Management

ADDRESS 36 Natasha Place

CITY, STATE ZIP Mechanic Falls, Maine 04256

REVIEW:

The land was taxed to the wrong owner. This account is for the land that G & G Property Management retained.

Committed Valuation		Revised Valuation	
LAND	0	LAND	38,290
BLDG	0	BLDG	0
P PROP	0	P PROP	0
EXMPT	0	EXMPT	0
TOTAL	0	TOTAL	38,290

TAX YEAR 2020

SUPPLEMENTAL VALUATION 38,290 SUPPLEMENTAL TAX \$821.32

Sincerely,

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# APPLICATION FOR ABATEMENT OF PROPERTY TAXES

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: FRANKLIN STONE JR
2. Mailing address: 10 TIRRELL AVENUE
3. Property address or map/lot: 011-T-010
4. Telephone number for applicant: \_\_\_\_\_
5. Tax year for which abatement is requested: 2021
6. Assessed valuation of real estate: 26987
7. Assessed valuation of personal property: \_\_\_\_\_
8. Abatement of real estate valuation requested: 109.40
9. Abatement of personal property valuation requested: \_\_\_\_\_
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
There were some accounts that did not receive the Veterans Exemption when taxes were committed. This is a Clerical error.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of MECHANIC FALLS

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

8/24/2020  
Date

Julie Ward  
Signature of Applicant

**RE Account 1232 Detail  
as of 08/24/2020**

Name: STONE, FRANKLIN JR  
Location: 10 TIRRELL AVENUE  
Acreage: 0 Map/Lot: 011-T-010-000  
Book Page:

Land: 0  
Building: 26,987  
Exempt: 21,250  

---

Total: 5,737

2021-1 Period Due:  
1) 61.53  
2) 61.53

Ref1: S0875R  
Mailing: 10 TIRRELL AVE  
Address: MECHANIC FALLS ME 04256

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2021-1	R 08/05/20	Original			123.06	0.00	0.00	123.06
		Total			123.06	0.00	0.00	123.06
2020-1	R				0.00	0.00	0.00	0.00
2019-1	R				0.00	0.00	0.00	0.00
2018-1	R				0.00	0.00	0.00	0.00
2017-1	R				0.00	0.00	0.00	0.00
2016-1	R				0.00	0.00	0.00	0.00
2015-1	R				0.00	0.00	0.00	0.00
2014-1	R				0.00	0.00	0.00	0.00
2013-1	R				0.00	0.00	0.00	0.00
2012-1	R				0.00	0.00	0.00	0.00
2011-1	R				0.00	0.00	0.00	0.00
2010-1	R				0.00	0.00	0.00	0.00
Account Totals as of 08/24/2020					123.06	0.00	0.00	123.06

Exempt Codes: 01 - Homestead

Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.



# APPLICATION FOR ABATEMENT OF PROPERTY TAXES

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: JOHN EMERY II & VALERIE EMERY
2. Mailing address: 656 WATER STREET
3. Property address or map/lot: 019-104-00
4. Telephone number for applicant: 207-346-4162
5. Tax year for which abatement is requested: 2021
6. Assessed valuation of real estate: 92218
7. Assessed valuation of personal property: \_\_\_\_\_
8. Abatement of real estate valuation requested: 109.40
9. Abatement of personal property valuation requested: \_\_\_\_\_
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
There were some accounts that did not receive the Veterans  
Exemption when taxes were committed. This is a Clerical  
error.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of MECHANIC FALLS

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

8/24/2020  
Date

Julie Ward  
Signature of Applicant

**RE Account 439 Detail  
as of 08/24/2020**

Name: EMERY, VALERIE S & EMERY, JOHN E  
Location: 65 WATER STREET  
Acreage: 2.98 Map/Lot: 019-104-000-000  
Book Page: B8970P343

Land: 28,380  
Building: 85,088  
Exempt: 21,250  

---

Total: 92,218

2021-1 Period Due:  
1) 989.04  
2) 989.04

Ref1:  
Mailing Address: 65 WATER STREET  
MECHANIC FALLS ME 04256

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2021-1	R 08/05/20	Original			1,978.08	0.00	0.00	1,978.08
		Total			1,978.08	0.00	0.00	1,978.08
2020-1	R				0.00	0.00	0.00	0.00
2019-1	R				0.00	0.00	0.00	0.00
2018-1	R				0.00	0.00	0.00	0.00
2017-1	R				0.00	0.00	0.00	0.00
2016-1	R				0.00	0.00	0.00	0.00
2015-1	R				0.00	0.00	0.00	0.00
2014-1	R				0.00	0.00	0.00	0.00
2013-1	R				0.00	0.00	0.00	0.00
2012-1	R				0.00	0.00	0.00	0.00
2011-1	R				0.00	0.00	0.00	0.00
2010-1	R				0.00	0.00	0.00	0.00
Account Totals as of 08/24/2020					1,978.08	0.00	0.00	1,978.08

Exempt Codes: 01 - Homestead

Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.



# APPLICATION FOR ABATEMENT OF PROPERTY TAXES

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: ROBERT BARNARD JR
2. Mailing address: 44 BROWN ROAD
3. Property address or map/lot: 005-011-000
4. Telephone number for applicant: \_\_\_\_\_
5. Tax year for which abatement is requested: 2021
6. Assessed valuation of real estate: 119535
7. Assessed valuation of personal property: \_\_\_\_\_
8. Abatement of real estate valuation requested: 109.40
9. Abatement of personal property valuation requested: \_\_\_\_\_
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
There were some accounts that did not receive the Veterans Exemption when taxes were committed. This is a Clerical error.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of MECHANIC FALLS

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

8/24/2020  
Date

*Julie Ward*  
Signature of Applicant

**RE Account 69 Detail  
as of 08/24/2020**

Name: BARNARD, ROBERT W JR  
Location: 44 BROWN ROAD  
Acreage: 29.38 Map/Lot: 005-011-000-000  
Book Page: B6363P283

Land: 52,347  
Building: 88,438  
Exempt: 21,250  

---

Total: 119,535

2021-1 Period Due:  
1) 1,282.02  
2) 1,282.01

Ref1:  
Mailing 44 BROWN RD  
Address: MECHANIC FALLS ME 04256

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2021-1 R	08/05/20	Original			2,564.03	0.00	0.00	2,564.03
		Total			2,564.03	0.00	0.00	2,564.03
2020-1 R					0.00	0.00	0.00	0.00
2019-1 R					0.00	0.00	0.00	0.00
2018-1 R					0.00	0.00	0.00	0.00
2017-1 R					0.00	0.00	0.00	0.00
2016-1 R					0.00	0.00	0.00	0.00
2015-1 R					0.00	0.00	0.00	0.00
2014-1 L	*				0.00	0.00	0.00	0.00
2013-1 R					0.00	0.00	0.00	0.00
2012-1 R					0.00	0.00	0.00	0.00
2011-1 R					0.00	0.00	0.00	0.00
2010-1 R					0.00	0.00	0.00	0.00
Account Totals as of 08/24/2020					2,564.03	0.00	0.00	2,564.03

Exempt Codes: 01 - Homestead

Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.



# APPLICATION FOR ABATEMENT OF PROPERTY TAXES

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: KEVIN WEEKS
2. Mailing address: 96 PATTERSON ROAD
3. Property address or map/lot: 007-032-002
4. Telephone number for applicant: \_\_\_\_\_
5. Tax year for which abatement is requested: 2021
6. Assessed valuation of real estate: 95014
7. Assessed valuation of personal property: \_\_\_\_\_
8. Abatement of real estate valuation requested: 565.20
9. Abatement of personal property valuation requested: \_\_\_\_\_
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
There were some accounts that did not receive the Veterans & Homestead Exemption when taxes were committed. This is a Clerical error.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of MECHANIC FALLS

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

8/24/2020  
Date

Julie Ward  
Signature of Applicant

**RE Account 536 Detail  
as of 08/24/2020**

Name: WEEKS, KEVIN E

Location: 96 PATTERSON ROAD

Acreage: 2 Map/Lot: 007-032-002-000

Book Page: B9111P156, B10268P65

Land:	31,400
Building:	63,614
Exempt	0
<b>Total:</b>	<b>95,014</b>

2021-1 Period Due:

1) 1,019.03

2) 1,019.02

Ref1:

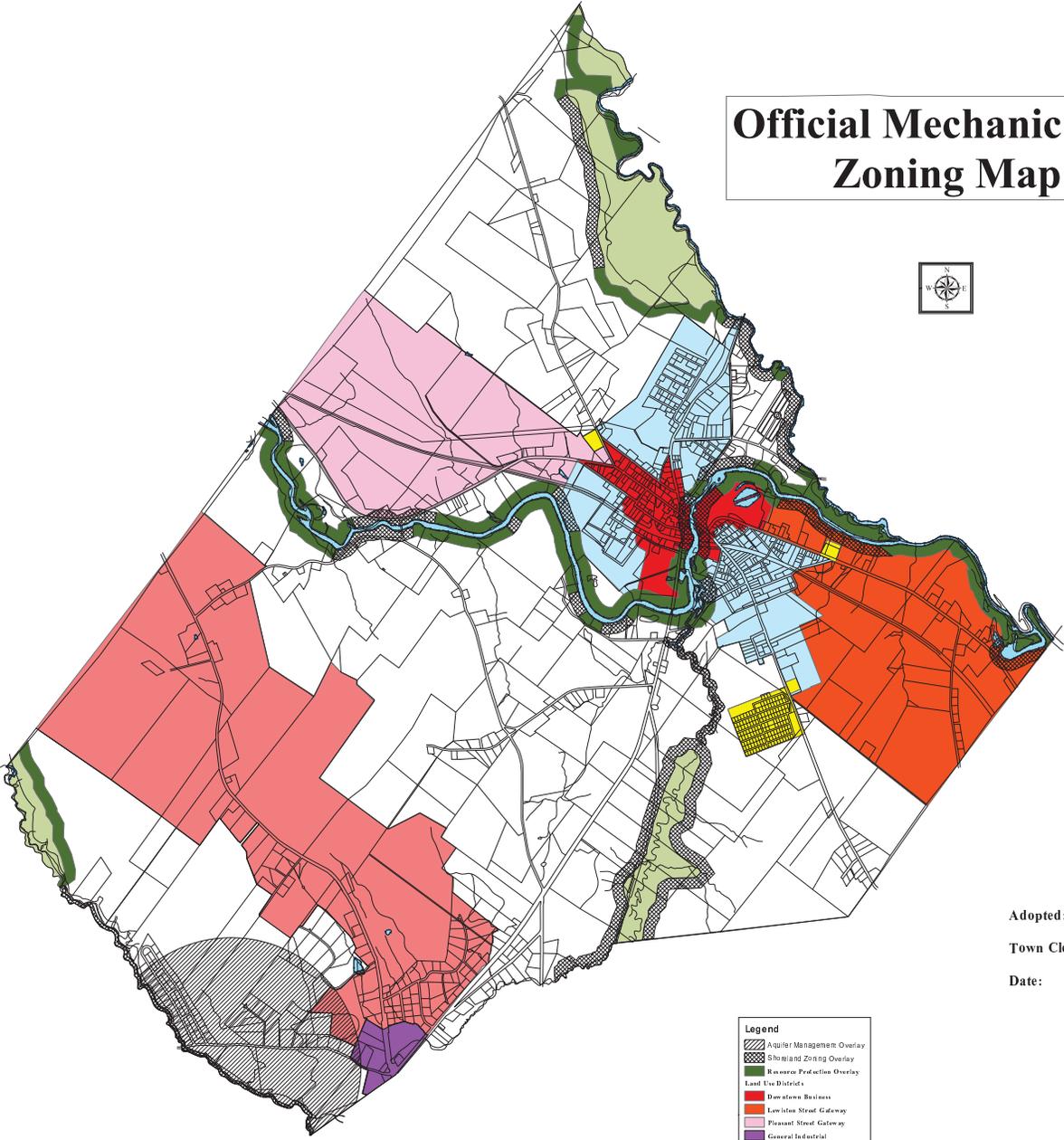
Mailing 96 PATTERSON ROAD

Address: MECHANIC FALLS ME 04256

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2021-1	R 08/05/20	Original			2,038.05	0.00	0.00	2,038.05
		Total			2,038.05	0.00	0.00	2,038.05
2020-1	R				0.00	0.00	0.00	0.00
2019-1	R				0.00	0.00	0.00	0.00
2018-1	R				0.00	0.00	0.00	0.00
2017-1	R				0.00	0.00	0.00	0.00
2016-1	R				0.00	0.00	0.00	0.00
2015-1	R				0.00	0.00	0.00	0.00
2014-1	R				0.00	0.00	0.00	0.00
2013-1	R				0.00	0.00	0.00	0.00
2012-1	R				0.00	0.00	0.00	0.00
2011-1	R				0.00	0.00	0.00	0.00
2010-1	R				0.00	0.00	0.00	0.00
<b>Account Totals as of 08/24/2020</b>					<b>2,038.05</b>	<b>0.00</b>	<b>0.00</b>	<b>2,038.05</b>

Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.

# Official Mechanic Falls Zoning Map



- Legend**
- Aquifer Management Overlay
  - Shoreland Zoning Overlay
  - Resource Protection Overlay
  - Land Use Districts**
  - Downtown Business
  - Low Income Street Gateway
  - Pleasant Street Gateway
  - General Industrial
  - Highway Commercial
  - General Residential
  - Mobile Home Park Overlay
  - Rural
  - Wetlands

Adopted: February 3, 2014

Town Clerk: \_\_\_\_\_

Date: \_\_\_\_\_

Prepared By:  
John Maloney  
05.14.16