



Presque Isle City Council Meeting
Wednesday, August 4th, 2021
6:00 PM
Mark & Emily Turner Memorial Library

PICDA Meeting @ 5:35

AGENDA

Roll Call

Pledge of Allegiance

Citizen Comments

Public Hearing

1. CDBG- Rural Housing Preservation Program
2. CDBG- Ignite PI Resolution

Consent Agenda

3. Approve Minutes from July 7, 2021
4. Approve 2021 Warrants #24 - #, totaling \$
5. Maine Municipal Association Executive Committee
6. CDBG Policies

Old Business

7. City Hall Renovation Updates
8. Automobile Graveyard
9. Maine Bond Bank

New Business

10. ARPA County Agreement

Manager's Report

Announcements

Executive Session

Pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations
Pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Real Estate

Adjournment



The Office of the City Manager
Martin Puckett
Email: mpuckett@presqueisleme.us
MEMORANDUM

TO:	Honorable City Council
FROM:	Martin Puckett, City Manager
DATE:	July 28, 2021
RE:	August 4th 6pm, Mark & Emily Turner Memorial Public Library

PICDA Members- Meeting @ 5:35

Call to Order

Public Hearing:

1. CDBG Application. Memo attached from Director of Economic & Community Development, for administration of the Rural Housing Preservation program. Recommend approval.
2. CDBG Ignite PI. Council approval required to administer the program.

Citizen Comments

Consent Agenda: Unless council wants to discuss items individually, staff recommends approving in one motion.

3. Approve Minutes from July 7, 2021
4. Approve 2021 Warrants
5. Maine Municipal Association Executive Committee: Candidates are running unopposed, recommend approving slate of officers
6. CDBG Policies: These policies are the requirements for the first CDBG public hearing.

Old Business

7. City Hall Renovation Updates: Committee members will provide updates on renovation progress. No action required.
8. Automobile Graveyard: Clarification on the issue discussed at last month's council meeting. The correct statute is included for reference. The vehicles near the property are anticipated to be removed before the council meeting, resolving the complaint. Once the vehicles are removed, the property will be in compliance with Title 30A, section 3752. No action required.
9. Maine Bond Bank: Info about Maine Bond Bank, debt service and payment schedule included. Recommended action: Authorize the city manager to execute all necessary paperwork for Maine Bond Bank.

New Business

10. ARPA County Agreement: The attached memo from the County Administrator explains the County is proposing an agreement to hire a person to administer ARPA funds on a contractual basis. This regional approach has been met with a positive response; 25

municipalities have agreed to date. Recommended action: Council approve the ARP Service Contract.

Manager's Report

Announcements

Executive Session

Executive Session

Pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations

Pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Real Estate

Adjournment

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2021

AGENDA ITEM # 1

SUBJECT

NEW BUSINESS: CDBG-Rural Housing Preservation Program

INFORMATION

- 1) Memo from Galen Weibley
- 2) Resolution

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve as presented.



City of Presque Isle, Maine

The Office of
Director of Economic & Community Development
Galen Weibley
Email: gweibley@presqueisleme.us

MEMORANDUM

TO:	Kim Finnemore, City Clerk; Martin Puckett, City Manager; & Brad Turner, City Finance Director
FROM:	Galen Weibley, Director of Economic & Community Development
DATE:	July 26, 2021
RE:	Public Hearing for Maine Community Development Block Grant Application

The City of Presque is assisting the Maine Department of Economic & Community Development in being a pass-through entity for their Rural Housing Preservation Community Development Block Grant (CDBG) Program. How the process works is the state of Maine will contract with a third party (Genesis) to administer the day to day applications and projects being conducted throughout the state. Genesis will then request fund by the Finance Director who will then request these funds from the Maine DECD Office of Community Development. This is a standard practice done between towns and cities with the State of Maine to comply with federal reporting requirements. The Finance Department will receive \$3,000.00 for acting as a pass through for the state upon completion of the projects in 2021-2022.

As part of the approval process, the City is required to submit a letter by the Planning Board that the proposed program in follows the City's Comprehensive Plan (completed) and conduct a public hearing by the legislative body before approving a resolution approving the City's administration of the program. City staff requested a public hearing at the July City Council meeting which has been processed and publicized.

During the August Council meeting, the Council should listen to public comment. Afterwards, staff recommends the following motion:

Suggested motion: Mr. Chairman, I move that we approve the resolution submitted in our packet, accepting the City's administration of Maine's Community Development Block Grant Rural Housing Preservation Program.

(Enclosure)

- ***Draft Resolution Accepting Maine CDBG Program Funds for the Rural Housing Preservation Program***

PRESQUE ISLE COUNCIL RESOLUTION

WHEREAS, the **City of Presque Isle** wishes to apply to the Department of Economic and Community Development for a Community Development Block Grant to carry out a community development program; and

WHEREAS, the planning process required by Maine Law and the CDBG Program have been complied with, including participation in the planning process by low and moderate income families and individuals and **the community has conducted at least one duly advertised public hearing**; and

WHEREAS, the **City of Presque Isle** is cognizant of the requirement that should the intended National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; and

NOW THEREFORE, be it resolved by the Council of the **City of Presque Isle** that the City Manager (or other local government official or officer):

- 1) Is authorized and directed to submit an application for the following program(s) and dollar amount(s) within the State of Maine's CDBG Program:

Program: Rural Housing Preservation Program

Amount: \$1,000,000.00

To the Department of Economic and Community Development on behalf of the **City of Presque Isle** substantially in the form presented to this council;

- 2) Is authorized to make assurances on behalf of the **City of Presque Isle** required as part of such applications, and
- 3) Is authorized and directed, upon acceptance of said funds to carry out the duties and responsibilities for implementing and said program(s), consistent with the Charter of the **City of Presque Isle** and the laws and regulations governing planning and implementation of community development programs in the State of Maine.

DATE ENACTED: _____

Municipal Seal

AUTHORIZED SIGNATURES

Kevin Freeman, Chair	Date
Jacob Shaw, Deputy Chair	Date
Mike Chasse, Councilor	Date
Doug Cyr, Councilor	Date
Craig Green, Councilor	Date
Randy Smith, Councilor	Date
Jeffrey Willette, Councilor	Date

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2021

AGENDA ITEM # 2

SUBJECT

NEW BUSINESS: CDBG- Ignite PI Resolution

INFORMATION

- 1) Memo from Galen Weibley
- 2) Resolution

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by
Councilor _____ to approve as presented.



City of Presque Isle, Maine

The Office of
Director of Economic & Community Development

Galen Weibley

Email: gweibley@presqueisleme.us

MEMORANDUM

TO:	Kim Finnemore, City Clerk; Martin Puckett, City Manager; & Brad Turner, City Finance Director
FROM:	Galen Weibley, Director of Economic & Community Development
DATE:	July 26, 2021
RE:	Public Hearing for IgnitePI Community Development Block Grant Application

The City of Presque is assisting IgnitePI with their Community Development Block Grant (CDBG) Economic Development Program to revitalize the Northeastland Hotel. As mentioned during the July City Council meeting, IgnitePI and the City of Presque Isle's application were selected by Maine's Department of Economic & Community Development to proceed to the second phase of the application process.

As part of the approval process, the City is required to submit a letter by the Planning Board that the proposed program in follows the City's Comprehensive Plan (completed) and conduct a public hearing by the legislative body before approving a resolution approving the City's administration of the program. City staff requested a public hearing at the July City Council meeting which has been processed and publicized.

During the August Council meeting, the Council should listen to public comment. Afterwards, staff recommends the following motion:

Suggested motion: Mr. Chairman, I move that we approve the resolution submitted in our packet, accepting the City's administration of IgnitePI's Community Development Block Grant Economic Development Program to Revitalize the Northeastland Hotel in Downtown Presque Isle.

(Enclosure)

- Draft Resolution Accepting Ignite PI's CDBG Program Funds for the Economic Development Program***

PRESQUE ISLE COUNCIL RESOLUTION

WHEREAS, the **City of Presque Isle** wishes to apply to the Department of Economic and Community Development for a Community Development Block Grant to carry out a community development program; and

WHEREAS, the planning process required by Maine Law and the CDBG Program have been complied with, including participation in the planning process by low and moderate income families and individuals and **the community has conducted at least one duly advertised public hearing**; and

WHEREAS, the **City of Presque Isle** is cognizant of the requirement that should the intended National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; and

NOW THEREFORE, be it resolved by the Council of the **City of Presque Isle** that the City Manager (or other local government official or officer):

- 1) Is authorized and directed to submit an application for the following program(s) and dollar amount(s) within the State of Maine's CDBG Program:

Program: Economic Development Program **Amount:** \$250,000
To the Department of Economic and Community Development on behalf of the Community of Presque Isle substantially in the form presented to this council;

- 2) Is authorized to make assurances on behalf of the Community of Presque Isle required as part of such applications, and
- 3) Is authorized and directed, upon acceptance of said funds to carry out the duties and responsibilities for implementing and said program(s), consistent with the Charter of the Community of Presque Isle and the laws and regulations governing planning and implementation of community development programs in the State of Maine.

DATE ENACTED: _____

Seal

Municipal

AUTHORIZED SIGNATURES

Name: Kevin Freeman, Chair	Date
Name: Jacob Shaw, Deputy Chair	Date
Name: Mike Chasse, Councilor	Date
Name: Doug Cyr, Councilor	Date
Name: Craig Green, Councilor	Date
Name: Randy Smith, Councilor	Date
Name: Jeffery Willette, Councilor	Date

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2021

AGENDA ITEM # 3

SUBJECT

CONSENT AGENDA: 2021 Minutes

INFORMATION

1) July 7 & 12th Minutes

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve minutes from July 7th, 2021 and July 12th, 2021.



Presque Isle City Council Meeting

July 7th, 2021

6:00 PM

Mark & Emily Turner Memorial Public Library

Call to Order – Roll Call

Present: Chairman K. Freeman, Deputy Chairman J. Shaw, Councilors M. Chasse, C. Green, R. Smith and J. Willette.

Councilor C. Green arrived at 6:09pm

Absent Councilor D. Cyr

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Pledge of Allegiance

Chairman K. Freeman called the meeting to order at 6:00 PM and led those present in the Pledge of Allegiance.

Public Hearing

1. Approval for a Marijuana License to Joe Pelkey and Chase Norton, d/b/a Star City Wellness, with a location of 694 Main Street

Chairman K. Freeman opened the Public Hearing at 6:01 PM.

City Manager M. Puckett spoke on the 2 code violations and Stated J. Pelkey and C. Norton has fixed the 2 violations and there are no issues with renewing the license.

There were no citizen comments.

Chairman K. Freeman closed the Public Hearing at 6:02 PM.

BE IT RESOLVED by Deputy Chair J. Shaw, seconded by Councilor J. Willette to approve a Marijuana License to Joe Pelkey and Chase Norton, d/b/a Star city Wellness, with location of 694 Main Street.

Vote: 6- 0

2. Approval for a Special Permit for Music, Dancing and Entertainment to Ignite Presque Isle d/b/a the Northeastland Hotel with location of 436 Main Street.

Chairman K. Freeman opened the hearing at 6:02 PM.

There were no citizens comments.

Chairman K. Freeman closed the hearing at 6:03 PM.

BE IT RESOLVED by Chairman J. Willette, seconded by Councilor M. Chasse to approve a Special Permit for Music, Dancing & Entertainment for Ignite Presque Isle d/b/a The Northeastland Hotel with location of 436 Main Street.

Vote: 6 – 0

3. Approval for a Marijuana License to Artevious Drury, Richardson's Remedies-Presque Isle LLC. With location of 745 Main Street.

Chairman K. Freeman opened the Public Hearing at 6:03 PM.

Galan Weibley stated that the staff is recommending as a favorable application and that they have met all code requirements.

Robin Thurston from ACAP spoke on perception of harm of Marijuana, and concerns of another Marijuana Shop.

Chairman K. Freeman closed the Public Hearing at 6:16 PM.

BE IT RESOLVED by Deputy Chair J. Shaw, seconded by Councilor J. Willette to approve a Marijuana License to Artevious Drury, Richardson's Remedies-Presque Isle LLC., with location of 745 Main Street.

Vote: 6– 0

4. Dangerous Building 36 Elm Street.

Chairman K. Freeman opened the Public Hearing at 6:16 PM.

Discussion with Home owners, Neighbor, Staff and Council about timelines.

BE IT RESOLVED by Councilor C. Green and Second by Deputy Chair J. Shaw to Declare 36 Elm Street as a dangerous building, and to give home owners a time line of 120 days Nov. 7th, 2021 to finish the work.

Vote: 6- 0

Citizen Comments

Chairman K. Freeman opened the Citizen Comments at 6:57 PM

Randall Cyr at 192 Chapman Street. Had concerns on Jalbert Auto and Salvage Permit. About the cars being too close to property line and cars too close to a well.

Consent Agenda

5. June 2nd, 2021 Minutes.

6. Warrant #20-#23 Totaling \$1,316,107.39

- Warrant #20-\$86,011.14
- Warrant #21-\$86,401.55
- Warrant #22-\$807,551.67
- Warrant #23-\$336,143.03

7. Approve Return of Votes Casts for MSAD#1-Budget Validation Referendum held on June 22, 2021.

BE IT RESOLVED by Deputy Chair J. Shaw, seconded by Councilor M. Chasse to approve Consent Agenda articles # 5-#7 as presented.

Vote: 6 - 0

Old Business

8. Forum HVAC

BE IT RESOLVED by Deputy Chair J. Shaw, seconded by Councilor C. Green to approve the proposal from Mechanical Services Inc. for the Heating System &

Ventilation for \$503,343.00, and to use Solid Waste fund if they are available for \$260,348.26

Vote: 6 -0

9. City Hall Updates

Discussion only

10. Annual Tax Commitment

Martin asked to table discussion until July 12th, 2021 @ 12PM

BE IT RESOLVED by Chairman K. Freeman, seconded by Deputy Chair J. Shaw to have a July 12, 2021 @ 12 PM meeting to discuss Annual Tax commitment

Vote: 6 -0

New Business

11. Schedule CDBG Public Hearing

Galen Weibley Spoke on the Grant.

BE IT RESOLVED by Chairman K. Freeman, seconded by Deputy Chair J. Shaw I move that we schedule a public hearing for a resolution accepting the City's Administration of Maine's community development block grant Rural Housing Preservation Program at our August 4th, 2021 council meeting. and to schedule a public hearing for Ignite PI at the August 4th, 2021 council meeting.

Vote 6-0

12. PIDF Loan

Galen Weibley spoke on the loans.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve a Presque Isle Micro Loan from the Presque Isle Micro Loan Fund to Laura Hale, d/b/a Neighborhood Books, LLC. In the amount of Ten Thousand Dollars (\$10,000.00), amortized over a Five (5) year period at an interest rate of three and a quarter percent. (3.25%) per annum

Vote 6-0

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve a Presque Isle Regional Economic Development Revolving Loan (FAME) from the Presque Isle Regional Economic Development Revolving Loan Program (REDRLP) to Laura Hale, d/b/a Neighborhood Books, LLC. In the amount of Twenty-Five thousand Dollars (\$25,000.00), amortized over Ten (10) year period at an interest rate of three and a quarter percent (3.25%) per annum.

Vote 6-0

13. Library Landscaping/parking Lot Enhancement

Discussion Only

14. Appointment of Griffin St. Peter

BE IT RESOLVED by Councilor J. Willette, seconded by Councilor R. Smith to approve the appointment of Griffin St. Peter as code Enforcement Officer, Building Inspector, Housing Inspector, Electrical Inspector and Plumbing Inspector, while also appointing George Howe as deputy for all the titles stated above.

Vote 6-0

Manager's Report

City Manager Martin Puckett spoke about the American Rescue Plan Act

Announcements

The next meeting of the Presque Isle City Council will be held at the Mark & Emily Turner Memorial Public Library on August 4, 2021 at 6:00 PM. Rocking on Riverside July 8, 2021 at 6:00 PM. Chairman K. Freeman thanked the Presque Isle Elks Club, Craig Green, Kim Smith and City Staff for all the hard work put in for the July Jubilee.

Executive Session

BE IT RESOLVED by Chairman K. Freeman, seconded by Councilor C. Green to enter into Executive Session at 8:01 PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

Vote: 6 - 0

Council exited Executive Session at 8:32PM

No Action Taken

BE IT RESOLVED by Chairman K. Freeman, seconded by Deputy Chair J. Shaw to enter into Executive Session at 8:32PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

Vote: 6 - 0

Council exited Executive Session at 9:07PM

No Action Taken

Adjournment

BE IT RESOLVED by Councilor C. Green, seconded by Chairman K. Freeman to adjourn the meeting at 9:07 PM.

Vote 6-0

Attested by: _____
Kimberly A Finnemore, City Clerk



Presque Isle City Council Meeting

July 12th, 2021

12:00 PM

Mark & Emily Turner Memorial Public Library

Call to Order – Roll Call

Present: Chairman K. Freeman, Deputy Chairman J. Shaw, Councilors M. Chasse, C. Green, D. Cyr and J. Willette.
Councilor C. Green arrived at 6:09pm
Absent Councilor R. Smith

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Pledge of Allegiance

Chairman K. Freeman called the meeting to order at 12:20 PM and led those present in the Pledge of Allegiance.

Old Business

1. Tax Commitment

Martin Puckett spoke on the resolves and Chart
Lewis explained the Assessing process and gave the Council Mil Rat Options chart.
Council Discussed the Mil Rate

BE IT RESOLVED by Councilor D. Cyr, seconded by Councilor C. Green, that the City Council authorize the Tax Collector to collect payments of year 2022 taxes in advance.

BE IT RESOLVED by Councilor D. Cyr, seconded by Councilor C. Green, that the Tax Commitment Date for 2021 is July 12, 2021.

BE IT RESOLVED by Councilor D. Cyr, seconded by Councilor C. Green, that the 2021 taxes are due and payable on July 12, 2021.

BE IT RESOLVED by Councilor D. Cyr, seconded by Councilor C. Green, that interest to be paid by the City of Presque Isle shall be at the rate of 3.00 percent per annum on reimbursements due to overpayment (abatement) of taxes.

BE IT RESOLVED by Councilor D. Cyr, seconded by Councilor C. Green, that interest on unpaid taxes shall be at the rate of 6.00 percent per annum. Interest on unpaid taxes will begin to accrue on October 15, 2021.

BE IT RESOLVED by Councilor D. Cyr, seconded by Councilor C. Green, that abatements shall be appropriated from the 2021 overlay.

BE IT RESOLVED by Councilor D. Cyr, seconded by Councilor C. Green, that the mill rate for 2021 to be assessed against all taxable real and personal property shall be 0.2485 Mils with \$250,000 to be taken from the City's unassigned fund balance.

Vote: 6 - 0

BE IT RESOLVED by Chairman K. Freeman, seconded by Councilor C. Green to enter into Executive Session at 12:56 PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

Vote: 6 - 0

Council exited Executive Session at 9:07PM

Deputy Chair J. Shaw made a motion to authorize the City Manager to submit an application to Maine Bond Bank for \$1,750,000.00. Second by Councilor C. Green

Vote: 6 - 0

Adjournment

BE IT RESOLVED by Chairman K. Freeman, seconded by Deputy Chair J. Shaw to adjourn the meeting at 1:35 PM.

Vote 6-0

Attested by: _____
Kimberly A Finnemore, City Clerk

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th , 2021

AGENDA ITEM # 4

SUBJECT

CONSENT AGENDA: 2021 Warrants #24- #27, totaling
\$ 1,592,869.01

INFORMATION

1) Warrant #24	\$ 288,982.62
2) Warrant #25	\$ 266,406.46
3) Warrant #26	\$ 233,545.60
4) Warrant #27	\$ 803,934.33

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by
Councilor _____ to approve 2021 Warrant #24 - #27
totaling \$ 1,592,869.01.

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2021

AGENDA ITEM # 5

SUBJECT

CONSENT AGENDA: Maine Municipal association Executive Committee

INFORMATION

1. letter from MMA
2. Ballot
3. Proposed Slate of Nominees for 2022 executive committee

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve the slate of officers as presented.



Maine Municipal Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: David Barrett, Interim MMA Executive Director
(Director, MMA Personnel Services & Labor Relations)

DATE: July 12, 2021

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 20, 2021 by 12:00 noon

Nomination Process – Each year member municipalities have an opportunity to vote in the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying for and interested in serving as the MMA Vice President and on the MMA Executive Committee. The MMA Nominating Committee completed its task in May and put forth the 2022 Proposed Slate of Nominees to member municipalities.

Petition Process – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was Friday, July 9, by 4:30 pm. There were no municipal officials nominated by petition.

It is now time for each member municipality to cast its official vote.

Election Process – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for “Write-in Candidates” since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers or a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 20, 2021. We have enclosed a self-addressed self-stamped envelope for your convenience. MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President James Gardner, Jr., Town Manager, Town of Easton.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Monday, August 23. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held and live broadcasted on Thursday, September 30, at 11:00 a.m. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon as well as the MMA Annual Business Meeting and will officially take office on January 1, 2022.

If you have any questions on the Election Process, please contact me or Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at tchavarie@memun.org. Thank you.



MAINE MUNICIPAL ASSOCIATION
VOTING BALLOT

Election of MMA Vice President and Executive Committee Members

Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 20, 2021

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Elaine Aloes, Chair of Selectboard, Town of Solon

☐

EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

David Cyr, Town Manager, Town of Frenchville

☐

Melissa Doane, Town Manager, Town of Bradley

☐

Justin Poirier, Town Manager, Town Administrator
Town of Chebeague Island

☐

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ **Municipality:** _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____ Signature: _____
Position: _____

OR Signed by a Majority of Municipal Officers **Current # of Municipal Officers:** _____

Print Names:	Signatures:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Return To:
MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: (207) 626-3358
Email: rlambert@memun.org

**MAINE MUNICIPAL ASSOCIATION
BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2022 EXECUTIVE COMMITTEE**

**MMA VICE PRESIDENT
(1-Year Term)**

ELAINE ALOES (CHAIR OF SELECTBOARD, TOWN OF SOLON)

Professional & Municipal Experience:

- Chair of Selectboard, Assessor and Overseer of the Poor, Town of Solon, Maine (March 1998 – present)
- 2nd Selectman, Assessor and Overseer of the Poor, Town of Solon, Maine (March 1990 – March 1994)
- Auto Damage Appraiser, Bishop Adjustment Company (March 1990 – present)
- Budget Committee, Town of Solon (1995 – 1998)
- Owner/Operator, Mid Maine Adjustment Company (independent insurance adjusting company) (June 1987 – March 2005)
- Auto body repair businesses in Massachusetts and Maine (1972 – June 1987)
- Tax Preparer, H & R Block (1985 – 1992)
- Salesperson, Combined Insurance (health and accident insurance) (1985 – 1986)

Other Experience, Committees and Affiliations:

- Member, Somerset County Budget Committee (2001 – present); Vice Chair (2012 – 2016); Chair (2017 – present)
- Member, MMA Legislative Policy Committee (1999 – present)
- Member, MMA Executive Committee (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Property & Casualty Pool Board of Directors (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Workers Compensation Fund Board of Trustees, (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Strategic & Finance Committee (2002 – 2003) and (2017 – present)
- President, Somerset County Municipal Association (2001 – present)
- First Park Representative (2006 – present)
- Member, MMA Nominating Committee for Executive Committee (2011, 2012 and 2014)
- Member, Maine Municipal Association Rural/Service Center Committee (2002)
- Member, Somerset County Jail Planning Committee (2006 – 2008)
- Vice Chairman, Somerset County Charter Commission (2008 – 2010)
- Chair, Regional School Planning Committee for MSAD 74, MSAD 59, MSAD 12, MSAD 13 and several small towns (2007 – 2009)

Education:

- High school graduate, Medfield High School, Medfield, Massachusetts
- Kennebec Valley Technical College (courses in computers, accounting and supervisory management)
- Insurance Institute of America (Introduction to Claims)
- State of Maine (four part Property Tax Assessment course)
- Maine Municipal Association (many workshops and training on a wide variety of municipal topics such as budget preparation, finance management, personnel issues, right to know, town meetings, assessing)
- Maine Local Roads Center (variety of workshops on road issues and maintenance)

Awards and Certifications:

- State of Maine, All Lines Adjuster
- Maine Roads Scholar – Maine Local Roads (completed ten required road related workshops to earn award)

MMA EXECUTIVE COMMITTEE MEMBERS

(3-Year Terms)

DAVID CYR (TOWN MANAGER, TOWN OF FRENCHVILLE)

Professional & Municipal Experience:

- Town Manager, Town of Frenchville (2021 – present)
- Town Manager, Town of Mars Hill (2014 – 2020)
- Resident Project Representative, NicCait Construction Services, Presque Isle
- Construction Engineer, Soderberg Construction, Caribou
- Engineer, Criterium Brown Engineers, Washburn
- Public Works Director, Town of Fort Kent
- Project Engineer, Civil Engineering Services, Brewer
- Public Works Director for the Unorganized Territories, County of Aroostook, Caribou
- Project Engineer, Cianbro Corporation, Pittsfield
- Engineer/Soil Technician, Brescia Construction/Caribou Soils, Inc., Caribou
- Selectmen, Town of Woodland (1995 – 2004); Chairman for five years
- Firefighter 1/EMT, Caribou Fire and Ambulance, Town of Caribou (1985 – 1988)
- Firefighter 1/EMT, Budd Lake Volunteer Fire Company, Budd Lake, New Jersey (1983 – 1984)

Other Experience, Committees and Affiliations:

- Member, MMA Executive Committee (2020)
- Member, MMA Property & Casualty Pool Board of Directors (2020)
- Member, MMA Workers Compensation Fund Board of Trustees, (2020)
- Member, MMA Strategic & Finance Committee (2020)
- Member, Aroostook Municipal Association (2014 – present); Treasurer (2017); Secretary (2017 – 2019); Vice Chair (2019 – 2020)
- Board Member, Northern Maine Development Commission Executive Committee (2014 - present), Chair (2016-2018); NMDC Revolving Loan Committee (2014 – present), Chair since 2016; NMDC Treasurer (2017); NMDC Finance & Audit Committee; Chairperson (2018 - present)
- President, Mars Hill Rotary Club (July 2016 – June 2020)
- Assistant Chief of Stadium, US Ski and Snowboard Association Supertour competition, Presque Isle (2019)
- Volunteer, Cross Country Ski Trail Groomer at Woodland Community Trails
- Volunteer, Biathlon World Cup Competitions in Presque Isle; Assistant Chief of Stadium (2016)
- Board Member, Northern Maine Solid Waste Management Committee, (1992 – 2000); Chairman (1999 – 2000)
- Member, MDOT Regional Transportation Advisory Committee (1997 – 2002); Chair (1999 – 2000)
- Member, Public Advisory Committee, MDOT Aroostook County Transportation Study
- Board Member, Maine Chapter of the American Public Works Association (1998 – 2000); Secretary (1999); Treasurer (2000)

Education:

- Bachelor of Mechanical Engineering Technology, University of Maine at Orono

Awards and Certifications:

- State of Maine State Board of Registration for Professional Engineers
- Maine Municipal Certified Assessor
- Maine Department of Transportation Local Roads Center “Road Scholar”
- Graduate, Rotary Leadership Institute, Rotary District 7810
- State of Maine Class A Commercial Driver’s License with Hazardous Materials Endorsement

MELISSA DOANE (TOWN MANAGER, TOWN OF BRADLEY)

Professional & Municipal Experience:

- Town Manager, Clerk, Treasurer, Tax Collector, General Assistance Administrator, Registrar of Voters and Road Commissions, Town of Bradley, Maine (2005 – present)
- Membership Coordinator, GrowSmart of Maine (2016 – 2020)
- Secretary/Administrative Assistant, Roy Associates, CPAs (2004 – 2005)
- Administrative Assistant/Town Agent, Town of Bradley, Maine (1998 – 2004)
- Coor, Clinical Operations/Secretary/Patient Accounts/Registrations, Neurology Associates, (1994 – 1998)
- Secretary/Receptionist, Dr. James Iannetta Medical Office (1991 – 1994)

Other Experience, Committees and Affiliations:

- Member, MMA Executive Committee (2019 – present)
- Member, MMA Property & Casualty Pool Board of Directors (2019 – present)
- Member, MMA Workers Compensation Fund Board of Trustees, (2019 – present)
- Member, MMA Strategic & Finance Committee (2019 – present)
- Member, Executive Board, Municipal Review Committee (2021 – present)
- Member, Executive Board, Maine Town, City & County Management Association (2016 – present)
- Co-Chair Membership Committee, Maine Town, City & County Management Association (2016 – present)
- Chair, Sponsorship Committee, Maine Town, City & County Management Association (present)
- Member, Maine Town, City & County Management Association (2005 – present)
- Member, Maine Town & City Clerks Association
- Member, Maine Municipal Tax Collectors & Treasurer Association
- Member, Maine Welfare Directors Association
- President, Executive Board, Living History Museum, Maine Forest and Logging Museum

Education:

- Business Management Studies, Husson College
- Associate Degree, Business Management, Beal College
- Associate Degree, Office Management, Beal College
- Associate College Preparation, Foxcroft Academy

Awards and Certifications:

- Certified Municipal Manager, Maine Town, City & County Management Association
- Rookie of the Year Award, Maine Town, City & County Management Association (2009)
- State of Maine Notary
- State of Maine Dedimus Justice

JUSTIN POIRIER (TOWN ADMINISTRATOR, TOWN OF CHEBEAGUE ISLAND)

Professional & Municipal Experience:

- Town Administrator, Town of Chebeague Island (Nov 2020 – present)
- Urban Development Specialist, City of Auburn (July 2020 – November 2020)
- Director, Maine Revenues Services, Property Tax Division (2017 – 2020); Deputy Director (2014 – 2017)
- Member, Town of Winthrop, Planning Board (2019 – 2020)
- Member, City of Augusta, Planning Board (2013 – 2018); Chair (2017 – 2018)
- Director, Community Development Coordinator; City of Bath (2012-2014; Coordinator (2011 – 2012)
- Administrative Assistant, Board of Selectpersons, Town of Pownal (2010 – 2011)
- Administrative Coordinator, Building Services Department, Town of Belmont, MA (2007 – 2010)

(continued)

Other Experience, Committees and Affiliations:

- Member, Maine Town City and County Management Association
- Member, Maine Association of Assessing Officers
- Member, Executive Committee, Greater Portland Council of Governments (January 2021 – present)
- Member, Ecomaine Board of Directors (2010 – 2011)

Education:

- Master of Public Policy; Concentration on Public Management, Environmental Policy, University of Massachusetts Dartmouth
- Bachelor of Arts in Public management; Major in Public Management; Minor in Political Science, University of Maine in Orono

Awards and Certifications:

- Certified Maine Assessor
- Certified Community Development Block Grant Administrator

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2021

AGENDA ITEM # 6

SUBJECT

NEW BUSINESS: Schedule CDBG Public Hearing

INFORMATION

- 1) Memo from Galen Weibley
- 2) PI Fair Housing Self-Assessment
- 3) Standards of Conduct
- 4) Equal Employment opportunity policy statement
- 5) Residential Antidisplacement & Relocation assistance plan
- 6) Section 504 self-evaluation and transition plan
- 7) City of Presque Isle Fair Housing Resolution
- 8) ADA/Section 504 Certification
- 9) Employment Profile

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve and authorize the City Manager to sign the Standards of Conduct, Fair Housing Resolution, Fair Housing Self-Assessment, ADA Section 504 Certification Evaluation & Plan, Residential Anti-

Displacement & Relocation Plan, Employment Profile, Equal Opportunity Statement as submitted by staff in our meeting packet.



City of Presque Isle, Maine

The Office of
Director of Economic & Community Development
Galen Weibley
Email: gweibley@presqueisleme.us

MEMORANDUM

TO:	Kim Finnemore, City Clerk; Martin Puckett, City Manager & Brad Turner, Finance Director
FROM:	Galen Weibley, Director of Economic & Community Development
DATE:	July 26, 2021
RE:	Adoption of CDBG Required Policies & Procedures

The City of Presque Isle is in the process of administering two Community Development Block Grants for 2021. As part of the process, the checklist for administering the grants require selected communities to adopt the following policies and procedures as part of U.S. HUD funding the programs:

By adopting these measures, the City will proceed to the next step of receiving the funds to begin economic development within Presque Isle.

Please do not hesitate to contact me should you have any questions.

Suggested motion: Mr. Chairman, I move that we approve and authorize the City Manager to sign the Standards of Conduct, Fair Housing Resolution, Fair Housing Self-Assessment, ADA Section 504 Certification Evaluation & Plan, Residential Anti-Displacement & Relocation Plan, Employment Profile, Equal Opportunity Statement as submitted by staff in our meeting packet.

Enclosures:

Standards of Conduct

Fair Housing Resolution

Fair Housing Self- Assessment

ADA/Section 504 Certification with Evaluation and Transition Plan

Residential Anti-Displacement & Relocation Plan

Employment Profile

Equal Opportunity Statement

PRESQUE ISLE FAIR HOUSING SELF ASSESSMENT

COMMUNITY OF: PRESQUE ISLE

1. To the best of your knowledge has your community been involved in any complaints regarding discrimination the sale or rental of housing on the basis of race, color, religion, sex, national origin, familial status or handicap?

Yes

☒ No

2. If yes, give a brief description of the nature of any complaints and resolutions.

Yes

☒ No

3. Has your community adopted a Fair Housing Program to help local citizens be aware of their rights regarding fair housing under federal and state law, and in filing a complaint if discrimination is suspected?

☒ Yes

No

4. What do you perceive as the most potentially serious problem areas regarding discrimination in fair housing in your community?

Problem Area	Very Serious	Serious	Moderate	Not a Problem
Color				X
Familial Status				X
Handicap				X
National Origin				X
Race				X
Religion				X
Sex				X

1. Does your community contain any subsidized housing units?

☒ Yes

No

6. As best as can be determined, do relevant public policies/practices regarding zoning and building codes have an adverse impact on the achievement of fair housing choice?

Yes

☒ No

7. Are you aware of any practices in the local real estate community as it relates to buying, selling and house rentals that may adversely affect the achievement of fair housing choice in your community?

Yes

☒ No

8. Do your community records contain data on the actual number and percentage of persons residing in the community by race, color, religion, sex, national origin, age, handicap and familial status, as well as income characteristics by group?

☒ Yes

No

(U.S. Census, American Community Survey)

9. Is information available to you that list major local employers by type and the number of people employed within your community by salary and racial group?

☒ Yes

No

(Maine Department of Labor, Labor Statistics)

10. Is there public transportation available in your community?

☒ Yes

No

(Aroostook Regional Transportation System)

11. Do your community records contain data on the total number of housing units in the community by type, and the number of vacant units?

☒ Yes

No

(U.S. Census, American Community Survey)

12. Does your community contain any housing for the handicapped such as group homes, independent living complexes, etc.?

☒ Yes

No

(www.mainehousing.org)

13. Has your community participated in the CDBG program prior to 1993?

☒ Yes

No

(22 programs since 1982)

14. Has your community been involved with any other state or federal programs that required the reporting of specific fair housing information?

Yes

☒ No

Signature of Authorized Municipal Official

Date

STANDARDS OF CONDUCT

STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT

INTRODUCTION

Elected officials, appointed officials, employees of Community Development Block Grant (CDBG) recipients, and contractors are those responsible for administering Maine's CDBG Program and are also responsible for its integrity. Following sound business practices, prescribed standards of conduct and Department of Housing and Urban Development (HUD) requirements will help protect these grant funds, but also those who administer the program.

PURPOSE

This notice provides information on specific activities you must avoid and identifies essential HUD requirements that must be met. The requirements will help to prevent fraud and program abuse by alerting essential officials to appropriate standards of conduct.

AUTHORITIES

Pertinent laws and requirements that you should have copies of are:

- ✓ Housing and Community Development Act of 1974 as amended in 1992.
- ✓ Community Development Block Grant Regulations (24 CFR Part 570).

PROGRAM REQUIREMENTS & PROHIBITED ACTIVITIES

The following sections reviewed prohibited activities and administrative requirements that must be followed by all CDBG communities.

1. Prohibition against conflicts of interest

CDBG regulations (25 CFR, Part 570.489 (h)) prohibit conflicts of interest. For all CDBG activities: no employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients may:

- a) Obtain personal or financial interest or benefits including money, favors, gratuities, entertainment or anything of value that might be interpreted as conflict of interest.
- b) Obtain a direct or indirect interest in any contract, subcontract or agreement for any CDBG activity. This prohibition extends to contract in which your spouse, minor child, dependent or business associate may have personal or financial interest. This prohibition extends for a period of one year after you leave your position with a CDBG activity or program.
- c) HUD may grant an exception to this conflict of interest provision if it determines that such exception will enhance the effectiveness of the CDBG project. Requests for such exceptions must be made in writing to this office.

2. Procurement and Contracting Requirements

Provisions of 24 CFR Part 85 and Part 36, Administrative Requirements apply to the CDBG Program grantees. These provisions prohibit the following practices in your procurement and contract administration.

a) Circumventing competitive bidding requirements by:

- 1) failing to advertise for sealed bids or soliciting proposals and engaging in noncompetitive negotiation;
- 2) failing to use established evaluation criteria in negotiations;

- 3) splitting bids by breaking down contracts into small parts so that purchase order procedures can be used except to meet Minority/Women Business Enterprise goals;
- 4) favoring or providing a competitive advantage to any one firm or individual; identifying the names of those invited to bid; and preparing fictitious bids to simulate competition.

b) Failing to adhere to contract award requirements by:

- 1) allowing excessive price charges;
- 2) awarding contract to other than low bidder without adequate justification; and
- 3) accepting a bid that does not contain a price for all items or services included in the bid invitation.

c) Failing to verify contractual and programmatic compliance by contractors by:

- 1) authorizing payment for work not completed;
- 2) falsifying inspection reports;
- 3) altering contractor invoices; and
- 4) misusing modification or change orders.

1. Financial Management and Recording Systems

You must comply with the following requirements of 24 CFR part 85.20 and 85.42 and CDBG regulations.

- a) Establish internal controls to safeguard cash, inventory and equipment.
- b) Establish a special ledger account for all CDBG monies.
- c) Maintain financial records including:
 - 1) A register of cash receipts and disbursements;
 - 2) record of all non-cash transactions;
 - 3) General ledger to show the status of each CDBG account;
 - 4) A fixed account ledger, and
 - 5) A record of drawdowns, funds received and balance of funds.
- d) Ensure you maintain financial records and maintain for three years from final closeout.
- e) Use income generated from grant activities for other eligible activities.
- f) Use program income before drawing additional grant funds to pay for allowable program expenses.
- g) Not request or draw down more funds than needed.

4. Cost Allowance

You must comply with OMB Circular A-87, Cost Principles for State and Local Governments. You may not spend CDBG funds on ineligible activities including:

- a) Expenses required to carry out the regular responsibilities of the general local government.

- b) Partisan political activities (e.g. contributions towards political campaigns, voter registration or candidate forums).

5. Program Monitoring

Regulation CFR Part 85.40 states you must monitor the performance of grant supported activities to assure compliance with federal requirements and that performance goals are being achieved. It is suggested you:

- a) Keep records for your on-site visits to sub grantees and contractors.
- b) Place special emphasis on your monitoring of the highest risk sub recipients and contractors.

DATE ADOPTED: _____

AUTHORIZED SIGNATURES

Name: Kevin Freeman, Chair	Date
Name: Jacob Shaw, Deputy Chair	Date
Name: Mike Chasse, Councilor	Date
Name: Doug Cyr, Councilor	Date
Name: Craig Green, Councilor	Date
Name: Randy Smith, Councilor	Date
Name: Jeffery Willette, Councilor	Date

Municipal Seal

Equal Employment Opportunity Policy Statement

STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The City Council of Presque Isle declares its intent that the City will pursue a policy of non-discrimination in personnel practices, including: recruiting, hiring, opportunities for transfer and promotion, conditions or privileges of employment, as well as compensation and benefits. Such practices or procedures shall not favor or penalize any person because of race, creed, color, sex, marital status, national origin, age, physical handicap, where these are not found to be bona fide occupational qualifications.

The City recognizes its responsibility to enhance the purposes set forth in the Maine Human Rights Act as well as Federal statutes which may apply as a result of its Federal grant activities.

Compliance with EEO requirements may be enhanced through adoption of appropriate personnel policies. Assistance in drafting such policies may be obtained through the Maine Municipal Association or your Community Development Office.

DATE ADOPTED: _____

AUTHORIZED SIGNATURES

Name: Kevin Freeman, Chair	Date
Name: Jacob Shaw, Deputy Chair	Date
Name: Mike Chasse, Councilor	Date
Name: Doug Cyr, Councilor	Date
Name: Craig Green, Councilor	Date
Name: Randy Smith, Councilor	Date
Name: Jeffery Willette, Councilor	Date

Municipal Seal

RESIDENTIAL ANTIDISPLACEMENT & RELOCATION ASSISTANCE PLAN

City of Presque Isle

(under Section 104(d) of the Housing and Community Development Act of 1974, as amended).

I. PURPOSE:

This Plan is established following Section 104(d) of the Housing and Community Development Act of 1974, as amended. Its objective is to insure that persons displaced as a result of CDBG-assisted projects are treated fairly, consistently, and equitably so that such persons will not suffer disproportionate injuries as a result of a project designed for the benefit of the public as a whole.

II. COMPLIANCE MEASURES:

The **City of Presque Isle** will replace all occupiable and vacant Low - Moderate Income dwelling units demolished OR converted with funds provided under the Housing and Community Development Act of 1974, as amended, in a way as described as follows:

1. The units must be located within the state recipient's jurisdiction and to the extent possible shall be located within the same neighborhood as the units replaced.
2. The units must be sufficient in number and size to house no less than the number of occupants who could have been housed in the units that are demolished or converted.
3. The units must be provided in standard condition.
4. The replacement units must be made available for occupancy during the period beginning one year before an agreement to convert or demolish the units in question is executed and ending three years after the commencement of the demolition or rehabilitation related to the conversion.

The units must remain Low-Moderate Income dwelling units for at least 10 years from the date of initial occupancy. Before the **City of Presque Isle** enters into an agreement to provide funds that will directly result in the demolition of Low-Moderate Income dwelling units or the conversion of Low-Moderate Income dwelling units, the **City of Presque Isle** will make public and submit the following information in writing to the State:

- 1) A description of the proposed assisted activity;
- 2) The location on a map and the number of dwelling units by size that will be demolished or converted to a use other than for Low-Moderate Income dwelling units as a direct result of the assisted activity;
- 3) A time schedule for the commencement and completion of the demolition or conversion;
- 4) The source of funding and a time schedule for the provision of replacement dwelling units;
- 5) The basis for concluding that each replacement dwelling unit will remain a Low-Moderate Income dwelling unit for at least 10 years from the date of initial occupancy;
- 6) Information demonstrating that any proposed replacement dwelling units with smaller dwelling units is consistent with the housing needs of Low-Moderate Income households in the jurisdiction.

Consistent with the goals and objectives of activities assisted under the Housing and Community Development Act, the **City of Presque Isle** will take all possible actions within its power to minimize the displacement of persons from their homes.

III. ASSISTANCE TO PERSONS DISPLACED:

The **City of Presque Isle** shall provide relocation assistance and payments as required under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 or the Housing and Community Development Act of 1974, as amended, Section 104(d) for residents displaced as a result of CDBG funded activities. All displaced residents who are eligible for other housing programs will be helped through that agency's process. In addition, City staff shall provide housing counseling and referral services to assist those displaced to find alternative housing in the neighborhood.

IV. DEFINITIONS:

Displaced Person: Any person (family, individual, business, nonprofit organization or farm operation) that moves from real property, or moves personal property from real property, permanently and involuntarily, as a direct result of rehabilitation, demolition or acquisition (privately undertaken or public) for HUD-assisted program/project.

V. AGENCY RESPONSIBILITY:

The **City of Presque Isle** Economic & Community Development Department shall be responsible for the implementation of this Plan as well as ensuring compliance with applicable Federal and State law and regulations. The **City of Presque Isle** will identify and designate a Relocation Officer to perform functions concerning this Plan.

Any questions regarding this Plan or Federal and State laws regarding displacement should be addressed to _____ Martin Puckett, City Manager, at 12 Second Street, Presque Isle, ME 04769 Telephone: 207-760-2785 Fax: 207-764-2501 or email mpuckett@presqueisleme.us_____.

VI. CERTIFICATIONS:

The **City of Presque Isle** hereby certifies that it will uphold the contents of this Plan and the intentions of the compliance measures stated.

AUTHORIZED SIGNATURES

Name: Kevin Freeman, Chair	Date
Name: Jacob Shaw, Deputy Chair	Date
Name: Mike Chasse, Councilor	Date
Name: Doug Cyr, Councilor	Date
Name: Craig Green, Councilor	Date
Name: Randy Smith, Councilor	Date
Name: Jeffery Willette, Councilor	Date

Municipal Seal

SECTION 504 SELF EVALUATION AND TRANSITION PLAN

STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

CITY OF Presque Isle

The following individual is responsible for inquiries regarding this Section 504 Self-Evaluation and Transition Plan:

Martin Puckett

(name)

City Manager

(title)

12 Second Street Presque Isle, ME 04769

(address)

207-760-2785 207-764-2501 mpuckett@presqueisleme.us

(telephone)

(fax)

(e-mail)

The Section 504 Self Evaluation and Transition Plan was adopted by the following authorized individuals on behalf of the municipality:

DATE ADOPTED: August 4, 2021

AUTHORIZED SIGNATURES

Name: Kevin Freeman, Chair	Date
Name: Jacob Shaw, Deputy Chair	Date
Name: Mike Chasse, Councilor	Date
Name: Doug Cyr, Councilor	Date
Name: Craig Green, Councilor	Date
Name: Randy Smith, Councilor	Date
Name: Jeffery Willette, Councilor	Date

Municipal Seal

1. EMPLOYMENT

1. Are job announcements put into newspapers that have general circulation?

☐ Yes ☒ No

If No, describe how individuals are made aware of employment opportunities:

Through Social Media, local Career Center posting, Opportunity Aroostook Website, Maine Municipal Association, Professional Associations for Police, Fire & Code, Indeed

2. Do job announcements state that the municipality is an Equal Opportunity Employer?

☒ Yes ☐ No

If No, explain why the "Equal Opportunity Employer" statement is not contained within job announcements:

3. Has the municipality adopted a Equal Employment Opportunity Policy Statement?

☒ Yes ☐ No

4. Do job applications inquire as to whether an applicant is a disabled person or as to the nature or severity of a disability?

☒ Yes ☐ No

If Yes, explain: Application form as a voluntary section for applications to indicate their status as a Veteran, Disabled Veteran or Disabled individual

5. Describe the accommodations that can be made for the known physical and mental limitations of otherwise qualified disabled persons who are currently employed or applying for employment:

Depends on the position and individuals needs. Historically, the City has accommodated most individuals requests depending on limitations include closer work space to bathroom, specialized work equipment (i.e. speech phones, standing desks, specialized chairs, etc.)

2. PROGRAM ACCESSIBILITY

1. Are any of the following services or benefits provided to residents directly by the municipality?

☒ Yes ☐ No

(Please mark an "X" for all services provided by the municipality)

☐ Transportation Services ☐ Counseling Services

☐ Health Services ☐ Employment Services

☐ Public Housing ☐ Food Services

☒ General ☒ Social, Recreational, or Athletic
Services

(a) For those services that are provided, describe accommodations that can be taken to make them accessible and usable for persons with disabilities (e.g. provision of auxiliary aids, relocating programs to accessible facilities, use of alternative materials, home visits, etc.):

ADA Accessible facilities house programs. If special accommodations are required, City staff make every effort to adjust programs for individual's limitations. I.e. use of golf carts for mobility limitations, seating arrangements, meeting spaces, etc.

2. Are there any limitations on the number of qualified disabled persons who may participate in or be admitted to the program?

☐ Yes ☒ No

If Yes, list the steps to eliminate the limitations:

3. Do applications for these services, in any way discriminate against persons with disabilities?

☐ Yes ☒ No

4. Describe the nature of the qualifications that are needed in order to be eligible for each respective program:

<u>Program</u>	<u>Qualifications</u>
1. General Assistance	Qualify through State of Maine Guidelines for programs
2. Parks & Recreation Department	Sign up for programs
3.	
4.	
5.	
6.	
7.	

3. FACILITIES

Note: The definition of "facility" under Section 504 includes all or any portion of buildings, structures, equipment, roads, walks, parking lots or other real or personal property or interest in such property, owned, operated or leased by the municipality)

1. List below all facilities and the programs or operations for which each facility houses.

<u>Facility</u>	<u>Programs or Operations Housed</u>
1. City Hall	Vital Records, Business Licenses, Fishing/Hunting Permits, Dog Licenses, ATV/Boat/Snowmobile Registrations, Elections, Registrar of Voters, City Meeting Records. Also Economic and Community Development Department, Assessing Office, and General Assistance
2. Recreation Department/Sargent Family Community Center	Facilities and Parks include- <ul style="list-style-type: none"> • Sargent Family Community Center a 30,000 ft. facility • Bike Path – 4 mile recreational path for running, biking, hiking • Bishop's Island Ballfield – for baseball and softball • Double Eagle II Balloon Site – 1-acre park is the hot air balloon site • Mantle Lake Park – 46-acre park consists of tennis courts, playground equipment, picnic tables, restroom facilities, and walking trails Peace Park – park with playground equipment, basketball court, and open space
3. Department of Public Works Building	Maintains and/or constructs streets, roads and sidewalks as needed
4. Public Safety Building (Police & Fire Departments)	Provides fire suppression, emergency medical services, fire prevention and education programs, and performs life safety inspections. Serves and protects people and property

5. Mark & Emily Turner Memorial Public Library	Art Gallery, Social Networks, Passports, Tutoring, Ancestry, Maine State Park Pass, IRS Virtual Meeting, IndentoGO (electronic fingerprinting services) and TSA pre-check (an expedited screening program)
6. Presque Isle International Airport	General aviation facility services corporate, private and commercial aviator services, provides hangar for aircraft, rental car and airport shuttle services, parking, and houses and Presque Isle Air Museum
7. Industrial Park Buildings	Rented commercial buildings by City to private industry for storage and manufacturing on former airbase.

Using the Uniform Federal Accessibility Standards (UFAS), each facility must be reviewed for compliance:

COMPLIANCE COMPONENT

FACILITIES

	#1	#2	#3	#4	#5	#6	#7
Accessible Route	1	1	1	1	1	1	1
Outside Paths and Walks	1	1	1	1	1	1	1
Parking	1	1	1	1	1	1	1
Curb Ramps	1	1	1	1	1	1	1
Ramps	1	3	3	3	3	3	3
Entrances/interior Doors	1	1	3	1	1	1	1
Elevators	1	3	3	3	1	3	3
Lifts	3	3	3	3	3	3	3
Toilet Rooms	1	1	1	1	1	1	1
Drinking Fountains	3	1	3	1	1	1	1
Warning Signals	1	1	1	1	1	1	1
Assembly Areas	1	1	3	3	1	3	3
Public Telephones	3	3	3	3	3	3	3
Other Building Elements and Specialized Facilities	3	3	3	3	3	3	3

- Place a "1" in the respective box if item is in compliance with UFAS
- Place a "2" in the respective box if item is not in compliance with UFAS
- Place a "3" in the respective box if item is not available and is not required

* #1 through #7 above must correspond to the specific facility with that same number identified on the preceding page.

2. For those facilities where a "2" was indicated for the specific component, list below the inaccessible feature that limits accessibility to the programs provided in that facility:

CITY OF PRESQUE ISLE FAIR HOUSING RESOLUTION

LET IT BE KNOWN TO ALL PERSONS of the **City of Presque Isle** that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, sex, handicap, familial status or national origin is prohibited by Title VIII of the 1968 Civil Rights Act (Federal Fair Housing Law). It is the policy of the **City of Presque Isle** to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap, familial status or national origin. Therefore, the City does hereby pass the following Resolution:

BE IT RESOLVED that within available resources the City will assist all persons who feel they have been discriminated against because of race, color, religion, sex, handicap, familial status or national origin to seek equity under federal and state laws by filing a complaint with the Maine Human Rights Commission or the U.S. Department of Housing and Urban Development, Boston Regional Office Compliance Division.

BE IT FURTHER RESOLVED that the City shall publicize this Resolution and through this publicity shall cause owners of real estate, developers and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law and any applicable state and local laws or ordinances.

SAID PROGRAM will at a minimum include but not be limited to: (1) the printing and publicizing of this policy and other applicable fair housing information through local media and community contacts; (2) distribution of posters, flyers and any other means which will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

DATE ADOPTED: August 4, 2021

AUTHORIZED SIGNATURES

Name: Kevin Freeman, Chair	Date
Name: Jacob Shaw, Deputy Chair	Date
Name: Mike Chasse, Councilor	Date
Name: Doug Cyr, Councilor	Date
Name: Craig Green, Councilor	Date
Name: Randy Smith, Councilor	Date
Name: Jeffery Willette, Councilor	Date

ADA/SECTION 504 CERTIFICATION

STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The City of _____ Presque Isle _____ hereby certifies that it has complied with the following requirements pursuant to Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act and

1. Conducted a Section 504/ADA Transition Plan and Self Evaluation of all municipal facilities;
2. Advises the public, employees and job applicants that it does not discriminate on the basis of handicapped status in admission or access to or treatment or employment in its programs and activities; and
3. Has designated the following person as the contact to coordinate efforts to comply with these requirements.

Name: _____ Martin Puckett _____ Title: _____ City Manager _____

(Signature of Authorized Municipal Official)

(Date)

Municipal Seal

EMPLOYMENT PROFILE

STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT

Date: July 26, 2021

Presque Isle
(Name of Town/City)

JOB CATEGORY

Employment Characteristics	Admin/ Officials	Professionals	Technicians	Para Professionals	Office/ Clerical	Other
Total Number						
MALE:						
W	X	X				
A						
AW						
NH						
AIW						
AIB						
AI						
B						
BW						
FEMALE:						
W					X	
A						
AW						
NH						
AIW				X		
AIB						
AI						
B						
BW						

Demographic Codes: Use for Recording Racial Categories

W = White

A = Asian

AW = Asian & White

FH = Female Head of Household

NH = Native Hawaiian/Other Pacific Islander

AIW = American Indian/Alaskan Native & White

AIB = American Indian/Alaskan Native & Black/African American

B = Black/African American

BW = Black/African American & White

AI = American Indian/Alaskan Native

Instructions for completing the form:

An Employment Profile describes the characteristics of those persons administering the grant who are funded in whole, or in part, with CDBG funds. It provides insight as to possible discriminatory patterns of employment.

Neatly print or type today's date and the name of your community in the spaces provided at the top of the page.

Carefully consider all persons who are working on your community's CDBG grant that are being paid with grant funds.

Example: The Town Clerk is spending time performing duties pertaining to the CDBG grant that are beyond her regular duties. The Town is paying with CDBG Administrative Funds for the clerk's time. This individual is funded, in part, by CDBG dollars and must be recorded on the form.

Be sure to include those individuals whose salary or fees are paid totally with grant dollars as well as those persons whose salary or fee is only partially funded with grant monies. Each of these individuals must keep a timesheet tracking time-spent working on grant activities.

Each individual will be recorded on the Profile form by gender, ethnicity, and professional status. Use the **Demographic Codes** provided at the bottom of the Employee Profile form to ascertain the proper ethnic category.

Example: To record an Asian, female Town Manager who is working on the grant, one would look at the lower half of the table, labeled Female, and proceed to the top of the table for the column marked "**Admin/Officials**". Then move down the column until you reach the row marked "**A**". Place an X in this box. Repeat this process for each individual paid with CDBG funds.

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2021

AGENDA ITEM # 7

SUBJECT

OLD BUSINESS: City Hall Update

INFORMATION

1) Information Provided at Meeting

REQUESTED ACTION

Discussion only

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2020

AGENDA ITEM # 8

SUBJECT

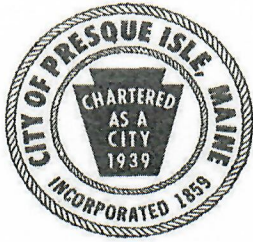
PUBLIC HEARING: Automobile Graveyard

INFORMATION

- 1) Memo from Penny
- 2) Title 30-A

REQUESTED ACTION

Discussion Only



City of Presque Isle, Maine

From the desk of:

Penny Anderson

Email: panderson@presqueisleme.us

MEMORANDUM

TO:	Honorable City Council
CC:	Martin Puckett, City Manager; Galen Weibley, Director of Economic and Community Development Kim Finnemore, City Clerk
DATE:	July 28, 2021
RE:	Jalbert's Automobile Graveyard

On July 28, 2021, at 10:15 AM, Griffin St. Peter conducted a compliance inspection of Mr. Jalbert's Automobile Graveyard located at 240 Chapman Road. This inspection was performed in accordance with:

Title 30-A § 3752 Definitions of Junkyard and Automobile Graveyards (see attached)

At this time Mr. Jalbert has removed approximately six (6) vehicles and is in the process of crushing vehicles and once done will remove the other vehicles located in the 100 foot area that is not included in his Automobile Graveyard license. Mr. Jalbert plans to have all the remaining vehicles removed by next week. The vehicles located on the South side of the building are being crushed at this time and Mr. Jalbert plans to install solar panels in this area in the future which means no need for the fencing on this side of the building as no cars will be stored on this side of the building. .

Also attached is **Title 30-A § 3754-A – Limitations on graveyards, automobile recycling business and junkyard permits.**

I am including some background information on the property. This property was originally owned by the City and in the 1950's was sold (38 Acres) to "Aroostook Salvage Company" with the City retaining a 75 foot buffer, which is still in place today. The entire parcel was used as a junkyard until the early 70's when the junkyard business was sold to Harold Barnes. Mr. Barnes did not want the entire parcel and only leased 4.5 acres from Beryl Kenney. Since then this parcel of land has been owned by a number of different people and operated as a junkyard and automobile graveyard. In recent years Fred Bonville owned the property and operated it as an Automobile Graveyard. Mr. Jalbert is now operating the property as an automobile graveyard.

Title 30-A: MUNICIPALITIES AND COUNTIES**Part 2: MUNICIPALITIES****Subpart 6: REGULATION, LICENSES AND PERMITS****Chapter 183: ECONOMIC REGULATION****Subchapter 1: JUNKYARDS AND AUTOMOBILE GRAVEYARDS****§3752. Definitions**

As used in this subchapter, unless the context otherwise indicates, the following terms have the following meanings. [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

1. Automobile graveyard. "Automobile graveyard" means a yard, field or other outdoor area used to store 3 or more unregistered or uninspected motor vehicles, as defined in Title 29-A, section 101, subsection 42 (./29-A/title29-Asec101.html), or parts of the vehicles. "Automobile graveyard" includes an area used for automobile dismantling, salvage and recycling operations.

A. "Automobile graveyard" does not include:

(1) An area used for temporary storage of vehicles or vehicle parts by an establishment or place of business that is primarily engaged in doing vehicle repair work to make repairs to render a motor vehicle serviceable. In order for a vehicle's storage to be considered temporary, it must be removed from the site within 180 calendar days of its receipt;

(2) An area used by an automobile hobbyist to store, organize, restore or display antique autos, antique motorcycles, classic vehicles, horseless carriages, reconstructed vehicles, street rods or parts of these vehicles as these vehicles are defined in Title 29-A, section 101 (./29-A/title29-Asec101.html) as long as the hobbyist's activities comply with all applicable federal and state statutes and rules and municipal ordinances, other than ordinances that are more restrictive than this subsection regarding the storage of vehicles or vehicle parts that are collected by a hobbyist, except that a municipal ordinance may require areas used by an automobile hobbyist to comply with the screening requirements in section 3754-A, subsection 1, paragraph A (./30-A/title30-Asec3754-A.html) and the standards in (./30-A/title30-Asec3754-A.html)section 3754-A, subsection 5, paragraph A, paragraph B, subparagraph (1) (./30-A/title30-Asec3754-A.html) and paragraph C. For the purposes of this subparagraph, an automobile hobbyist is a person who is not primarily engaged in the business of selling any of those vehicles or parts from those vehicles;

(3) An area used for the parking or storage of vehicles, vehicle parts or equipment intended for use by a municipality, quasi-municipal entity or state or federal agency;

(4) An area used for the storage of operational farm tractors and related farm equipment, log skidders, logging tractors or other vehicles exempted from registration under Title 29-A, chapter 5 (./29-A/title29-Ach5sec0.html);

(5) An area used for the parking or storage of vehicles or equipment being offered for sale by a dealer, equipment dealer, trailer dealer or vehicle auction business as defined in Title 29-A, section 851 ([./29-A/title29-Asec851.html](#));

(6) An area used for the storage of vehicles by an establishment or place of business that is primarily engaged in business as a new vehicle dealer as defined in Title 29-A, section 851 ([./29-A/title29-Asec851.html](#));

(7) An area used for temporary storage of vehicles by an establishment or place of business that is primarily engaged in business as an insurance salvage pool. In order for a vehicle's storage to be considered temporary under this subparagraph, the vehicle must be removed from the site within 180 days of receipt of title by the business; or

(8) An area used for the parking or storage of operational commercial motor vehicles, special equipment or special mobile equipment as defined in Title 29-A, section 101 ([./29-A/title29-Asec101.html](#)) that is temporarily out of service but is expected to be used by the vehicle or equipment owner or by an operator designated by the owner. This subsection does not exempt an area used for the parking or storage of equipment or vehicles that are not operational while stored or parked in the area. [PL 2005, c. 424, §1 (AMD).]

[PL 2005, c. 424, §1 (AMD).]

1-A. Automobile recycling business. "Automobile recycling business" means the business premises of a dealer or a recycler licensed under Title 29-A ([./29-A/title29-Ach0sec0.html](#)), sections 851 to 1112 who purchases or acquires salvage vehicles for the purpose of reselling the vehicles or component parts of the vehicles or rebuilding or repairing salvage vehicles for the purpose of resale or for selling the basic materials in the salvage vehicles, as long as 80% of the business premises specified in the site plan in section 3755-A, subsection 1, paragraph C ([./30-A/title30-Asec3755-A.html](#)) is used for automobile recycling operations.

A. "Automobile recycling business" does not include:

(1) Financial institutions as defined in Title 9-B, section 131 ([./9-B/title9-Bsec131.html](#)), subsections 17 and 17-A;

(2) Insurance companies licensed to do business in the State;

(3) New vehicle dealers, as defined in Title 29-A, section 851 ([./29-A/title29-Asec851.html](#)), licensed to do business in the State; or

(4) That portion of the business premises that is used for temporary storage of vehicles by an establishment or place of business that is primarily engaged in business as an insurance salvage pool. In order for a vehicle's storage to be considered temporary under this subparagraph, the vehicle must be removed from the site within 180 days of receipt of title by the business. [PL 2003, c. 312, §4 (NEW).]

[PL 2003, c. 312, §4 (AMD).]

2. Highway. "Highway" means any public way.

[PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

3. Interstate System. "Interstate System" means those portions of the Maine Turnpike and the state highway system incorporated in the National System of Interstate and Defense Highways, as officially designated by the

Department of Transportation.

[PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

4. Junkyard. "Junkyard" means a yard, field or other outside area used to store, dismantle or otherwise handle:

A. Discarded, worn-out or junked plumbing, heating supplies, electronic or industrial equipment, household appliances or furniture; [PL 2003, c. 312, §5 (AMD).]

B. Discarded, scrap and junked lumber; and [PL 2003, c. 312, §5 (AMD).]

C. Old or scrap copper, brass, rope, rags, batteries, paper trash, rubber debris, waste and all scrap iron, steel and other scrap ferrous or nonferrous material. [PL 2003, c. 312, §5 (AMD).]

D. [PL 2003, c. 312, §5 (RP).]

[PL 2003, c. 312, §5 (AMD).]

5. Primary System. "Primary System" means that portion of the state highway system which the Department of Transportation has by official designation incorporated into the Federal-Aid Primary System.

[PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

6. Recycling or recycling operations.

[PL 2003, c. 312, §6 (RP).]

SECTION HISTORY

PL 1987, c. 737, §§A2,C106 (NEW). PL 1989, c. 6 (AMD). PL 1989, c. 9, §2 (AMD). PL 1989, c. 104, §§C8,10 (AMD). PL 1991, c. 745, §1 (AMD). PL 1993, c. 173, §§2,3 (AMD). PL 1995, c. 65, §§A130 (AMD). PL 1995, c. 65, §§A153,C15 (AFF). PL 2003, c. 312, §§3-6 (AMD). PL 2005, c. 424, §1 (AMD).

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If you need legal advice, please consult a qualified attorney.

Office of the Revisor of Statutes (mailto:webmaster_ros@legislature.maine.gov) · 7 State House Station · State House Room 108 · Augusta, Maine 04333-0007

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§3754-A. Limitations on graveyard, automobile recycling business and junkyard permits

1. Highways; Interstate System and Primary System. A permit may not be granted for an automobile graveyard or junkyard within 1,000 feet of the right-of-way of any highway incorporated in both the Interstate System and Primary System or within 600 feet of the right-of-way of any other highway, except for:

A. Those automobile graveyards or junkyards that are kept entirely screened from ordinary view from the highway at all times by natural objects, plantings or fences. Screening required by this paragraph must be:

- (1) At a height, density and depth sufficient to accomplish complete screening from ordinary view;
- (2) Well constructed and properly maintained at a minimum height of 6 feet;
- (3) Placed outside of the highway right-of-way; and
- (4) Acceptable to the municipal officers or county commissioners; and [PL 2003, c. 312, §9 (NEW).]

B. Those automobile graveyards or junkyards located within areas that have been zoned for industrial use and located more than 600 feet but less than 1,000 feet from the right-of-way of any highway incorporated in both the Interstate System and Primary System. [PL 2003, c. 312, §9 (NEW).]

[PL 2003, c. 312, §9 (NEW).]

2. Limitation on new permits. A permit may not be granted for an automobile graveyard or junkyard established after October 3, 1973 and located within 100 feet of any highway. [PL 2003, c. 312, §9 (NEW).]

3. Public facilities. A new permit may not be granted for an automobile graveyard or junkyard that is:

A. Located within 300 feet of a public building, public park, public playground, public bathing beach, school, church or cemetery; and [PL 2003, c. 312, §9 (NEW).]

B. Within ordinary view from a facility under paragraph A. [PL 2003, c. 312, §9 (NEW).]
[PL 2003, c. 312, §9 (NEW).]

4. Public and private water supplies. A permit may not be granted for an automobile graveyard, junkyard or automobile recycling business that handles junk, scrap metal, vehicles or other solid waste within 300 feet of a well that serves as a public or private water supply. This prohibition does not include a private well that serves only the automobile graveyard, junkyard, automobile recycling business or the owner's or operator's abutting residence. This prohibition does not apply to wells installed after an automobile graveyard, junkyard or automobile recycling business has already received a permit under section 3753.

Automobile graveyards, junkyards and automobile recycling businesses operating under the terms of permits issued prior to the effective date of this subsection and handling junk, scrap metal, vehicles or other solid waste within 300 feet of wells that serve as public or private water supplies may continue to operate in those locations under the terms of those permits. Municipal officers or county commissioners may renew a permit allowing the continued handling of junk, scrap metal, vehicles or other solid waste within 300 feet of a well serving as a public or private water supply as long as no further encroachment toward the well occurs. The municipal officers or county commissioners may not renew a permit if there is substantial, credible evidence that the permitted activities have caused contamination of the well.

[PL 2005, c. 424, §3 (AMD).]

5. Operating standards. All automobile graveyards and junkyards permitted pursuant to section 3753 are required to comply with the following standards:

- A. All fluids, including, but not limited to, engine lubricant, transmission fluid, brake fluid, power steering fluid, hydraulic fluid, engine coolant, gasoline, diesel fuel and oil, must be properly handled in such a manner that they do not leak, flow or discharge into or onto the ground or into a body of water; [PL 2005, c. 247, §1 (AMD); PL 2005, c. 247, §7 (AFF).]
- B. A vehicle containing fluids may not be stored or dismantled:
 - (1) Within 100 feet of any body of water or freshwater wetland, as defined by Title 38, section 436A, subsection 5;
 - (2) Within the 100-year floodplain; or
 - (3) Over a mapped sand and gravel aquifer; [PL 2003, c. 312, §9 (NEW).]
- C. Junk, scrap metal, vehicles or other solid wastes may not be placed or deposited, directly or indirectly, into the inland waters or tidal waters of the State or on the ice of inland waters or tidal waters or on the banks of inland waters or tidal waters in such a manner that they may fall or be washed into these waters; [PL 2005, c. 247, §2 (AMD); PL 2005, c. 247, §7 (AFF).]
- D. Junkyard and automobile graveyard owners must demonstrate at the time of licensing that the facility or facilities for which they seek permits are, or are part of, a viable business entity and the facility or facilities are actively engaged in the business of salvaging, recycling, dismantling, processing, repairing or rebuilding junk or vehicles for the purpose of sale or trade; [PL 2005, c. 683, Pt. A, §51 (RPR).]
- E. A log must be maintained of all motor vehicles handled that includes the date each vehicle was acquired, a copy of the vehicle's title or bill of sale and the date or dates upon which all fluids, refrigerant, batteries and mercury switches were removed; [PL 2005, c. 247, §3 (NEW); PL 2005, c. 247, §7 (AFF).]
- F. All fluids, refrigerant, batteries and mercury switches must be removed from motor vehicles that lack engines or other parts that render the vehicles incapable of being driven under their own motor power or that are otherwise incapable of being driven under their own motor power, appliances and other items within 180 days of acquisition. Motor vehicles, appliances and other items acquired by and on the premises of a junkyard or automobile graveyard prior to October 1, 2005 must have all fluids, refrigerant, batteries and mercury switches removed by January 1, 2007. Fluids required to be removed under this paragraph must be removed to the greatest extent practicable; [PL 2005, c. 247, §3 (NEW); PL 2005, c. 247, §7 (AFF).]
- G. Storage, recycling or disposal of all fluids, refrigerant, batteries and mercury switches must comply with all applicable federal and state laws, rules and regulations; and [PL 2005, c. 247, §3 (NEW); PL 2005, c. 247, §7 (AFF).]
- H. All fluids, refrigerant, batteries and mercury switches must be removed from motor vehicles, appliances and other items before crushing or shredding. Fluids required to be removed under this paragraph must be removed to the greatest extent practicable. [PL 2005, c. 247, §3 (NEW); PL 2005, c. 247, §7 (AFF).]
[PL 2005, c. 683, Pt. A, §51 (AMD).]

6. Rules. A permit, other than a limited-term permit as described in this section, may not be granted for an automobile graveyard or automobile recycling business that is not in compliance with all applicable provisions of the automobile dealer or recycler licensing provisions of Title 29-A, chapter 9. Municipal officers or county commissioners may award a limited-term permit conditioned upon an automobile graveyard's or automobile recycling business's demonstrating compliance with the

provisions of Title 29-A, chapter 9 within 90 calendar days of the issuance of the municipal or county limited-term permit.

[PL 2003, c. 312, §9 (NEW).]

6-A. Relationship to state storm water requirements. After October 30, 2005, municipal officers or county commissioners may reject an application for an automobile graveyard or automobile recycling business if the applicant has not demonstrated that:

A. A notice of intent has been filed with the Department of Environmental Protection to comply with the general permit provisions for storm water discharges; or [PL 2005, c. 247, §4 (NEW); PL 2005, c. 247, §7 (AFF).]

B. The Department of Environmental Protection has determined that a storm water discharge permit is not required. [PL 2005, c. 247, §4 (NEW); PL 2005, c. 247, §7 (AFF).]
[PL 2005, c. 247, §4 (NEW); PL 2005, c. 247, §7 (AFF).]

7. Local ordinances. This subchapter may not be construed to limit a municipality's home rule authority to enact ordinances with respect to automobile graveyards, automobile recycling businesses and junkyards that the municipality determines reasonable, including, but not limited to, ordinances concerning:

A. Compliance with state and federal solid waste and hazardous waste regulations; [PL 2003, c. 312, §9 (NEW).]

B. Fire and traffic safety; [PL 2003, c. 312, §9 (NEW).]

C. Levels of noise that can be heard outside the premises; [PL 2003, c. 312, §9 (NEW).]

D. Distance from existing residential or institutional uses; [PL 2003, c. 312, §9 (NEW).]

E. The effect on groundwater and surface water, as long as municipal ordinances on groundwater are no less stringent than or inconsistent with rules adopted by the Department of Environmental Protection; and [PL 2003, c. 312, §9 (NEW).]

F. Best management practices for automobile graveyards, junkyards and automobile recycling businesses developed by the Department of Environmental Protection. [PL 2003, c. 312, §9 (NEW).]

Municipal officers or county commissioners shall consider compliance with these local ordinances in deciding whether to grant or deny a permit for any automobile graveyard, automobile recycling business or junkyard and in attaching conditions of approval to a permit.
[PL 2003, c. 312, §9 (NEW).]

8. Applicability. Municipalities may apply local ordinances adopted previously under subsection 7 pertaining to automobile graveyards and junkyards to an automobile recycling business without amending those ordinances to include automobile recycling businesses. A municipality must provide notice of its intent to apply these ordinances at the time an application for an automobile recycling business permit is filed.
[PL 2003, c. 312, §9 (NEW).]

9. Right of entry. Municipal officers or their designees may, to carry out the provisions of this subchapter or to determine compliance with any laws, ordinances, license or permit approvals, decisions or conditions:

A. Enter any automobile graveyard, junkyard or automobile recycling business property and inspect all outside areas, equipment and activities at reasonable hours for compliance with the laws or ordinances set forth in accordance with this subchapter; and [PL 2003, c. 312, §9 (NEW).]

B. Enter any building on the property with the consent of the owner, occupant or agent to inspect the building and activities within the building for compliance with the laws or ordinances set forth in accordance with this subchapter. [PL 2003, c. 312, §9 (NEW).]

A municipal officer's or designee's entry onto property under this subsection is not a trespass. [PL 2003, c. 312, §9 (NEW).]

10. Standard for permit. The municipal officers or county commissioners may issue a permit to an automobile graveyard or junkyard if that automobile graveyard or junkyard meets the operating standards set forth in subsection 5. [PL 2005, c. 424, §5 (NEW).]

For purposes of revocation or suspension of a permit pursuant to section 3758-A, subsection 5, each of the standards set forth in this section is a condition of a permit. [PL 2005, c. 424, §6 (NEW).]

SECTION HISTORY

PL 2003, c. 312, §9 (NEW). PL 2005, c. 247, §§1-4 (AMD). PL 2005, c. 247, §7 (AFF). PL 2005, c. 424, §§3-6 (AMD). PL 2005, c. 683, §A51 (AMD).

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PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2020

AGENDA ITEM # 9

SUBJECT

NEW BUSINESS: Maine Bond Bank

INFORMATION

- 1) The Bond Issuer
- 2) Maine Bond Bank capital Improvements 2021

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to Authorize the City Manager to execute all necessary paperwork for Maine Bond Bank.

THE BOND ISSUER

Maine Municipal Bond Bank—General Resolution Newsletter

June 30, 2021

We're Back!

Our General Resolution Newsletter is finally back with an awesome new look but with the same great information. We've had a great fall season here at the Bond Bank with a recent office renovation, a very successful Spring sale, and look forward to our 2021 Fall Sale.

Upcoming Topics:

- 2021A Spring Sale Results
- Program Overview
- General Information
- Fall Sale Key Dates

Eligible Projects

Governmental entities should consult with their local bond counsel early in the process to determine whether a project qualifies for tax-exempt bond financing. Examples of what tax-exempt bond proceeds can be used for include new construction, upgrade, addition or replacement of the following:

- Public Buildings
- Sewer Systems
- Educational Facilities
- Equipment Purchases



[Source](#)

Contact us when you need capital financing for your next project. Let us put our excellent credit ranking to work for you.

Our Successful Spring Sale

Our Spring sale totaled \$86,942,878.71 between a total of 16 governmental units. The terms of these loans range from 6-26 years.

The Town of Steuben is a new borrower to the Bond Bank and the Town of Skowhegan hasn't borrowed since 1989.

2021 Spring Loan

6 years	0.7555%
10 years	1.0813%
15 years	1.6436%
20 years	2.0497%
26 years	2.4975%

Maine Municipal Bond Bank

General Resolution Program 2021A SPRING APPLICANTS

GOVERNMENTAL UNITS	TERM	TOTAL
Town of Smithfield	6	\$300,000.00
Town of Harpswell	10	\$450,000.00
Norridgewock Water District	20	\$925,303.52
Presque Isle Utilities District	15	\$750,000.00
Town of Standish	10	\$1,655,086.00
Town of Steuben	7	\$1,500,000.00
Town of Thomaston	15	\$1,200,000.00
Brunswick and Topsham Water District	20	\$17,500,000.00
Regional School Unit No. 24	20	\$38,431,184.00
Town of Ogunquit	10	\$561,305.19
Town of Skowhegan	20	\$8,900,000.00
Town of Poland	8	\$4,220,000.00
Town of Lincoln	15	\$2,500,000.00
Town of Knox	15	\$2,000,000.00
City of Westbrook Loan #1	26	\$2,000,000.00
City of Westbrook Loan #2	26	\$2,500,000.00
City of Brewer	14	\$1,550,000.00
TOTAL		\$86,942,878.71

General Bond Resolution Program



General Bond Resolution Program (GBR) has over a forty-eight year history of providing Maine's cities, towns, school systems, water and sewer districts, and other governmental entities access to low cost funds through the sale of its highly rated tax-exempt bonds. Capital financing through the GBR allows borrowers to take advantage of the Bond Bank's high investment grade rating, low interest rates and reduced issuance and post issuance costs. Below are a few details of the GBR program.

Local Bond Counsel

MMBB requires borrowers to hire local bond counsel from the Bond Bank's approved counsel list. It is strongly recommended that hiring local bond counsel happen before completing the financing application. Local bond counsel brings expert knowledge to the authorization process regarding procedures and related state/federal regulations of tax-exempt bond issuance. Local bond counsel is a valuable resource and will guide you through the referendum process, drafting the warrant, and obtain necessary vote by governing body. They also prepare the following documents: Certificate of Clerk, Non-Litigation Certificate, Local Municipal Bond, Tax Certificates, Legal Opinion, and the Loan Agreement with MMBB.

Application Process

Once a project is deemed eligible for the GBR, an application should be completed by the prospective borrower and submitted to the Bond Bank. Applications and corresponding detailed instructions may be obtained by contacting the MMBB or downloaded by visiting our website at www.mmbb.com. Each application must be submitted with documents pertaining to the financial characteristics of the municipality requesting finances.

Borrowing Process

Traditionally, twice a year, the MMBB General Bond Resolution Program will consolidate eligible applications and engage in a bond sale to various individual and corporate investors on behalf of its applicants. The GBR Program does not provide interim financing. If funds are needed before a bond issue, the borrower can obtain a Bond Anticipation Note (BAN) from a local bank. All municipalities participating in a bond sale will receive their funds in the form of a wire transfer on the day of closing. From submission of application to receipt of funds the bond issuance process usually lasts three to four months.

Repayment Structure

Typically repayment terms fall between 5 and 30 years. In all cases, the maximum loan term may not exceed the useful life of the financed asset. Annual debt service payments are due twice a year thirty days in advance of November 1st and May 1st. The borrower is responsible for the full term of principal and interest payments as disclosed in the loan agreement and debt service schedule. The payments can be structured in a number of ways:

1. Level Debt Service-annual principal and interest payments remain the same each fiscal year creating level debt service payments through out the life of the loan.
2. Level Principal Payments – annual principal payments remain the same each year of the loan, with total payments decreasing each year over the life of the loan.
3. Stepped Payments – annual principal payments increase or decrease with each year creating a stepped repayment schedule. The increase or decrease of the principal amounts may be determined by the borrower.

Financial Characteristic Considered

Statistical and financial information reviewed includes, but is not limited to :

- Makeup of local taxpayer and employment base
- Fund Balance to expenditure ratios
- State Valuation and Debt limit
- Tax collection history and mill rates
- Level of indebtedness – including existing, overlapping and proposed
- Debt ratios
- Undesignated fund balance trends
- Population trends
- Purpose of financing

AUGUST						
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31						

NOVEMBER						
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21	22	23	24	25	26	27
28	29	30				

Looking forward.... Key Fall Issuance Dates

- Monday, August 2—Application Deadline
- Wednesday, August 25—Application Approval (Board Meeting)
- Thursday, September 9—Preliminary Documents due from Bond Counsel
- Week of October 4—Pricing Week
- Monday, October 25—Final Documents due from Bond Counsel
- Thursday, November 4—Closing (Bond proceeds available)

General Resolution

General Information

Created in 1973 by the Maine State Legislature, the General Bond Resolution Program and the Maine Municipal Bond Bank have more than a forty year history of providing Maine's cities, towns, school systems, water and sewer districts, and other governmental entities access to low cost funds through the sale of its highly rated tax-exempt bonds. Capital financing through the General Bond Resolution Program allows borrowers to take advantage of the Bond Bank's high investment grade rating, low interest rates and reduced issuance and post issuance costs.

We look forward to working with you!

Making A Difference for Maine's Communities

Maine Municipal Bond Bank
127 Community Drive
P.O. Box 2268
Augusta, ME 04338-2268

Contact Us:

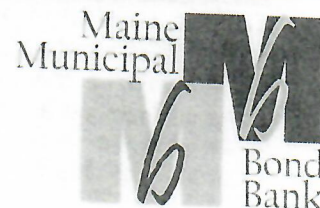
For more information on the General Resolution program, please contact:

Toni Reed — Program Officer
1-800-821-1113
207-622-9386 ext. 213
treed@mmbb.com or tir@mmbb.com

Makenzie Carlow — Program Assistant
1-800-821-1113
207-622-9386 ext. 208
mcarlow@mmbb.com

In the meantime...

Visit us on the web at www.mmbb.com to download a copy of the loan schedule, application, obtain a list of approved bond counsel, and much more.



**Maine Bond Bank
Capital Improvements
2021**

Project 1:		Rec & Parks Maintenance Building		Debt Service Payments	
		Purchase of Building	\$220,000.00	Payoff in 2021	
		Building Improvements	\$55,000.00	2021 Public Service Building	\$130,000.00
				2021 Lease for current Rec Maint Bldg	\$18,500.00
		Total Cost	\$275,000.00		\$148,500.00
Project 2:		Industrial Council Spec Building		Future Years	
		Building Improvements	\$1,000,000.00	2022 EMS Startup	\$85,480.00
				2025 Public Works Garage	\$90,051.00
		Total Cost	\$1,000,000.00	2030 Forum Ice	\$31,395.00
					\$206,926.00
Project 3:		City Hall			
		City Hall Renovations	\$1,000,000.00		
		City Hall Reserves	-\$521,091.00		
		Total Cost	\$478,909.00		
Total Cost of All Projects			\$1,753,909.00		

10 Year - \$1,750,000 Bond							
Date	Principal	Rate	Interest	Total Payment	FY Total	Over/(Under) FY 2021	Mill Rate Est Inc. / (Dec)
5/1/2022			\$8,444.71	\$8,444.71			
11/1/2022	\$175,000.00	0.55%	\$8,198.75	\$183,198.75	\$191,643.46	43,143.46	0.08
5/1/2023			\$7,717.50	\$7,717.50			
11/1/2023	\$175,000.00	0.58%	\$7,717.50	\$182,717.50	\$190,435.00	(43,545.00)	(0.08)
5/1/2024			\$7,210.00	\$7,210.00			
11/1/2024	\$175,000.00	0.62%	\$7,210.00	\$182,210.00	\$189,420.00	(44,560.00)	(0.09)
5/1/2025			\$6,667.50	\$6,667.50			
11/1/2025	\$175,000.00	0.68%	\$6,667.50	\$181,667.50	\$188,335.00	(45,645.00)	(0.09)
5/1/2026			\$6,072.50	\$6,072.50			
11/1/2026	\$175,000.00	0.79%	\$6,072.50	\$181,072.50	\$187,145.00	(136,886.00)	(0.26)
5/1/2027			\$5,381.25	\$5,381.25			
11/1/2027	\$175,000.00	0.93%	\$5,381.25	\$180,381.25	\$185,762.50	(138,268.50)	(0.27)
5/1/2028			\$4,567.50	\$4,567.50			
11/1/2028	\$175,000.00	1.08%	\$4,567.50	\$179,567.50	\$184,135.00	(139,896.00)	(0.27)
5/1/2029			\$3,622.50	\$3,622.50			
11/1/2029	\$175,000.00	1.23%	\$3,622.50	\$178,622.50	\$182,245.00	(141,786.00)	(0.27)
5/1/2030			\$2,546.25	\$2,546.25			
11/1/2030	\$175,000.00	1.39%	\$2,546.25	\$177,546.25	\$180,092.50	(143,938.50)	(0.28)
5/1/2031			\$1,330.00	\$1,330.00			
11/1/2031	\$175,000.00	1.52%	\$1,330.00	\$176,330.00	\$177,660.00	(177,766.00)	(0.34)
TOTALS	\$1,750,000.00		\$106,873.46	\$1,856,873.46			

PRESQUE ISLE CITY COUNCIL MEETING

For:

August 4th, 2020

AGENDA ITEM # 10

SUBJECT

NEW BUSINESS: ARPA County Agreement

INFORMATION

- 1) Memo Commissioners' office
- 2) ARP Service Contract
- 3) Summary of the ARPA Priorities Survey

REQUESTED ACTION

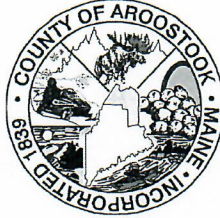
BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve the ARP Service Contract.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

June 24, 2021

TO: Towns, Cities & PLT's of Aroostook County

FR: Ryan D. Pelletier, County Administrator

RE: ARPA Program Administrator

Greetings:

As some of you are aware, Aroostook County government is slated to receive \$13 Million in American Rescue Plan funds to support important infrastructure, waste water and water, and broadband expansion projects in Aroostook County. This is in addition to the millions of dollars that will also be made available to each of your communities and the billions of dollars that we will be eligible for in discretionary grant funding. The County intends to hire a Program Administrator to help guide these investments in our County as well as be available to assist each municipality that wishes to participate in the program.

A few weeks ago, approximately 20 community members of the Aroostook Municipal Association indicated their interest in partnering with the County to fund this position by dedicating 2% of each of their own individual allocations toward this endeavor. The County, in turn will be developing grant programs that will make a portion of the County funds available to the various municipalities and eligible non-profits in our region once the funds have been secured and allocated.

I am reaching out today to all communities to make them aware of this exciting opportunity and invite you and your elected officials to join with the other communities here in Aroostook that are coming together in partnership with the County to manage and administer these funds. This program will last for approximately 5 years and the one-time investment of 2% of your allocation will support your participation during that entire period of time.

I know that the local funding for ARP monies hasn't been released at this time by the State of Maine, so at this point, I am asking that if you are interested in participating to simply have the enclosed service agreement signed by your municipal officials and returned to my office by July 16, 2021. Once the state releases the funding, the County will invoice those communities that have decided to participate at a later date.

In the meantime, if you have any questions, please feel free to contact me at 493-3318 or by email at ryan@aroostook.me.us

This is an exciting time for our region and I believe we will look back on this historic opportunity to make long needed investments in our public infrastructure that will benefit all of our communities for many years to come.

Sincerely,

Ryan D. Pelletier
County Administrator

American Rescue Plan (ARP) Service Contract

This AGREEMENT, entered into by and between the COUNTY OF AROOSTOOK, (hereinafter "County" and the Town/City of _____ (hereinafter "Municipality").

WITNESS,

That the County and the Municipality, for consideration paid, hereby agree as follows:

A. SERVICES

The County agrees to provide the Municipality with technical assistance including fund reporting and consultation services for the American Rescue Plan funds. A Fund Manager will be employed by the County during the duration of this agreement. Said Fund Manager position will be available for services during regular business hours, Monday – Friday 8:00 am-4:30 pm and as agreed to for night meetings if necessary.

B. COST

The County will be paid for its services a sum equal to 2% of the Municipality's award from the American Rescue Plan allocation amount. The estimated amount for the Municipality that will be due to the County is \$_____.

C. Maintenance & Equipment

The County will provide all necessary maintenance and equipment for the Fund Manager to do his/her work in accordance with County policies and procedures. The Municipality will agree to provide work space necessary for the Fund Manager if onsite work is necessary for the individual Municipality. All personnel expenses of the Fund Manager will be the sole responsibility of the County.

D. CONTRACT TERM

This contract shall commence on _____, 2021 and end December 31, 2024. This contract may only be extended if funding is still available and projects are obligated as outlined in the Final Rule issued by the US Department of Treasury for the American Rescue Plan funding.

E. SUPERVISION

The Fund Manager performing the services provided by this contract will be supervised by the County Administrator and be subject to all County of Aroostook Policies and Procedures.

F. TITLE OF PERSONAL PROPERTY

Personal property and equipment belonging to the County and used in the performance of this contract remains the property of the County. Personal property and equipment provided by the Municipality remains the property of the Municipality.

G. TERMINATION

This Contract expires automatically on December 31, 2024 unless extended as provided for in Section D. It may be terminated earlier by mutual agreement of the parties. Should this Contract be terminated earlier, the parties will establish a fair and equitable distribution of the cost paid to the County on a pro rata basis.

H. APPROVAL

To be effective, this Contract must be approved by an affirmative vote of the Board of County Commissioners and of the Municipal Officers (Selectman, Council, etc.) of the Municipality at a publicly announced and duly called meeting.

I. LIABILITY/INDEMNIFICATION

The Municipality agrees to assume liability, to indemnify and hold harmless the County, its employees, officials and agents, for any loss caused by any errors or omission of the Fund Manager in his or her capacity in the performance of this Contract.

IN WITNESS WHEREOF, the parties hereto have executed this contract on the _____ day of _____, 2021.

WITNESS

County Administrator

Municipal Officials of _____

WITNESS

SELECTMAN/COUNCIL/ETC.



Maine Municipal Association

Summary of the American Rescue Plan Act (ARPA) Priorities Survey

Maine Municipal Association

State and Federal Relations

July 2021

Prepared by Neal Goldberg
ngolderg@memun.org

About the Survey

American Rescue Plan Act (ARPA) funds are a once in a generation injection of capital into all levels of government. In an effort to align local, regional, and state spending priorities, Maine Municipal Association administered a survey to gauge current sentiment among municipal and county officials. The survey was conducted from July 1 to July 15, 2021 via SurveyMonkey.

The ARPA Priorities Survey assessed priorities on a macro and micro level. Participants were asked to rank high-level categories of issues from most important to least important, and subsequently, to offer interest in sub-level priorities within each category. In order to capture the wants and needs of a wide range of municipal officials, numerous priorities were provided as options in the survey even though they may not be eligible ARPA expenditures.

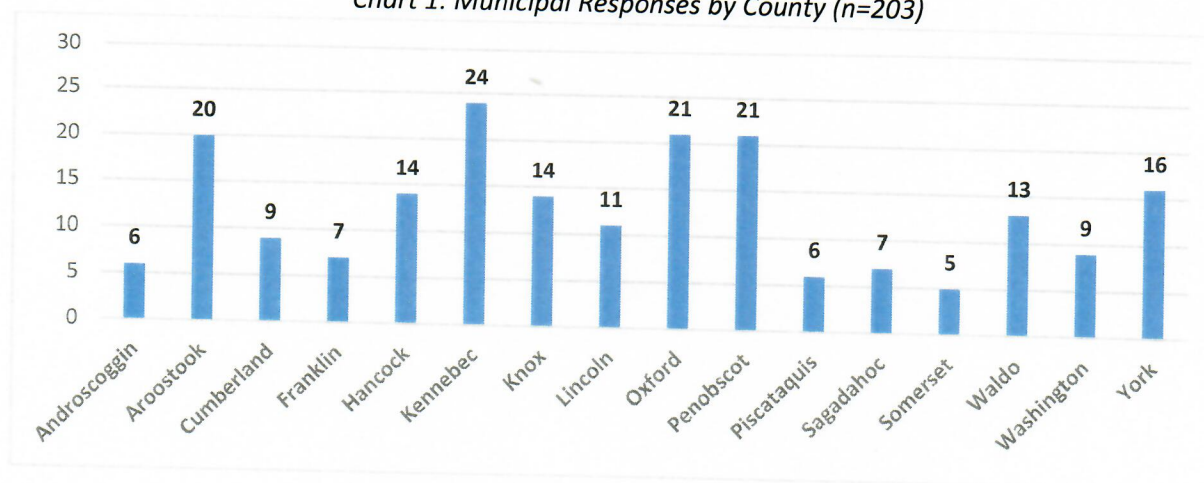
The priorities assayed were primarily generated from four sources: (1) eligible uses of ARPA funds as described in the U.S. Treasury's Interim Final Rule, (2) expected policies from Governor Janet Mills' bill, LD 1733, *An Act to Provide Allocations for the Distribution of State Fiscal Recovery Funds*, sponsored by Sen. Cathy Breen of Cumberland County, and (3) general municipal priorities as identified by municipal and county officials and MMA staff.

Data

Sample Size: The survey generated 240 total responses.¹ The majority of responses, 203, were submitted by municipal officials. County officials submitted 14 responses and partner organizations or agencies tallied 23 responses.

Municipal Responses: About one-third of all municipalities (162) were represented in this survey. A list of municipalities represented is provided in Appendix A. Of the 203 municipal officials that responded, 55% (111) were elected while 45% (92) were non-elected officials. *Chart 1* below displays the breakdown of municipal responses by county.

Chart 1: Municipal Responses by County (n=203)



¹ To date, the survey has actually generated 249 total responses. However, this report is based on the 240 responses described in the sample size.

County Responses: The survey generated 14 responses from county officials representing eleven counties. Of those that responded, eight were county administrators or managers, three were county commissioners, and the remaining held various county-level positions.

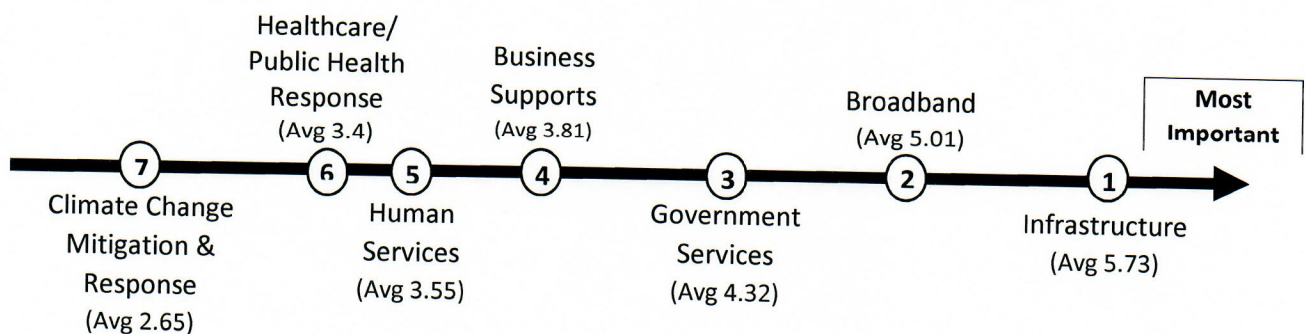
Partner Responses: The survey generated 23 qualified responses from state, regional, and local partners. Partner organizations included 12 non-profits, 6 state agencies, 3 council of governments or regional planning commissions, 1 business chamber and 1 local broadband committee. A list of all participating partner organizations is provided in Appendix A.

Municipal Results

High-Level Priorities

Municipal officials were asked to rank seven high-level priorities from most important to least important, with 1 being most important. The weighted averages showed strong sentiment at the extremes. Across hundreds of municipal officials, infrastructure, particularly transportation and utilities, was the top priority by a sizable margin. Broadband related policies were second most important among all municipal responses. One explanation for the notable gap between the top two priorities is that infrastructure needs exist in every municipality while broadband needs are met in some communities.

Compared to all ranked issues, survey respondents demonstrated a strong disinterest in climate change mitigation and response. According to the results, climate change measures are last in municipal priorities. A possible justification for this strong sentiment is survey respondents might presently be more concerned about fiscal and public health recovery from the COVID-19 pandemic, rather than focused on the hard to enumerate policies of climate change mitigation and response.



Government services, ranked third, displayed some separation from the other issues, but did not receive the overall approval of infrastructure or broadband. There are two ways to view this outcome. First, broadband and infrastructure needs have existed for long-periods of time and are essentially universal priorities within all communities while government services have been, to some degree, stable and consistent during the pandemic.

Alternatively, the relative high ranking of government services could indicate there are significant needs within local governments.

Generally speaking, the three interior ranking issues showed little variance in importance to municipal officials. Business supports, human services, and healthcare/ public health response were clustered together in ranks 4 through 6.

Through the remainder of this ARPA Priorities Survey report, the high-level rankings described above should be recalled as the responses to sub-level priorities are examined. This is due to the nature of the survey design and analysis. Under each high-level issue are numerous sub-priorities, yet the rankings of those sub-priorities cannot be directly compared. Take infrastructure and climate change as an illustration. If two sub-priorities, one from infrastructure and one from climate change, receive the same weighted average, it should be assumed that in reality municipal officials place higher importance on the infrastructure sub-priority.

Sub-Level Priorities with County Comparisons

Under each high-level issue, numerous sub-priorities were examined. As an addendum to the survey, county-level sub-priorities were assessed separate from the high-level ranking discussed earlier.

A few notes to the reader: the weighted averages range from 0 to 3, where 3 indicates the highest interest in the sub-priority and 0 indicates no interest. A key for the results is provided below.

Key to rankings:

- Below 1 indicates no or little interest.
- Between 1 and 2 indicates low to moderate interest.
- Above 2 indicates high interest.

The presence of an asterisk (*) denotes that the associated sub-priority may not be an eligible use of ARPA funds.

The two right most columns in the charts below juxtapose the ranking and average of municipal officials with the sentiment of county officials. To make effective comparisons, make sure to consider both ranking and average. For instance, within infrastructure priorities, “*Culvert and storm water infrastructure” is ranked first by municipal and county officials, but comparison of the averages show there is a notable margin in the level of interest the priority elicits from municipal and county officials.

Finally, a complete list of all sub-priorities ranked is provided at the end of this report. Refer to Appendix B for more information.

(1) INFRASTRUCUTRE; TRANSPORTATION & UTILITIES

Ranking	Sub-Priority	Weighted Average	County Ranking	County Average
1	*Culvert and storm water infrastructure	2.32	1	1.69
2	*Clean energy and energy efficiency grants	1.89	4	1.62
3	*Bridges or dams construction and repair	1.80	7	1.46
4	*Clean energy infrastructure	1.79	5	1.54

5	*Infrastructure resiliency adaption improvements	1.64	4	1.62
6	*Electric vehicle charging infrastructure	1.21	8	1.15
7	Drinking water infrastructure	1.19	7	1.46
8	*Multimodal or public transportation grants	1.14	4	1.62

(2) BROADBAND

Ranking	Sub-Priority	Weighted Average	County Ranking	County Average
1	Physical network build-out	2.26	1	2.38
2	*Expanding education and student leaning capacity	2.21	4	2.23
3	*Public WiFi expansion	2.09	5	2.15
4	*Expanding telehealth capacity	1.90	7	1.75
5	Planning or consulting costs	1.87	8	1.54
6	Subscription rate assistance	1.86	6	1.92
7	Speed testing or mapping	1.72	4	2.23
8	*Installation in government buildings	1.65	2	2.33

(3) GOVERNMENT SERVICES

Ranking	Sub-Priority	Weighted Average	County Ranking	County Average
1	*Road construction or repair	2.66	4	1.62
2	*Government building improvements or construction	2.07	1	1.85
3	*Expanding online services	1.78	4	1.62
4	Regionalized EMS	1.75	6	1.46
5	Filling budget shortfalls	1.67	8	1.38
6	Municipal workforce development	1.65	2	1.69
7	Short-term property tax relief	1.59	9	1.25
8	*Modernizing licensing and permitting processes with state agencies	1.58	10	1.00
9	*Municipal utilities	1.58	8	1.38
10	Rehire staff and build public sector capacity	1.09	5	1.50

(4) BUSINESS SUPPORTS

Ranking	Sub-Priority	Weighted Average	County Ranking	County Average
1	Support local farms and food production	1.98	7	1.69
2	*Promotion of Maine products and businesses	1.83	3	1.92
3	New businesses and entrepreneurs support	1.76	5	1.77
4	Technology assistance to businesses	1.73	11	1.54
5	Talent/workforce attraction and retention system	1.69	1	2.31
6	*Youth career development and pre-apprenticeship programs	1.65	7	1.69
7	Economic recovery grants for businesses	1.63	3	1.92
8	*Remote workforce development	1.63	12	1.46
9	*Career and technical (CTE) grants	1.51	10	1.62
10	*Small business health insurance relief	1.46	13	0.92
11	Loan or loan guarantees for businesses	1.46	10	1.62
12	*Targeted sector workforce development (i.e. clean energy, healthcare)	1.34	10	1.62
13	Entrepreneurial training for underrepresented populations	1.23	4	1.85

(5) HUMAN SERVICES; HOUSING & CHILDCARE

Ranking	Sub-Priority	Weighted Average	County Ranking	County Average
1	Home weatherization and efficiency upgrades	1.95	9	1.62
2	Development/renovation of senior housing	1.92	5	1.92
3	Development/renovation of affordable housing	1.88	2	2.15
4	*Childcare assistance and expansion	1.64	1	2.23
5	Aid to households	1.59	10	1.54
6	Development/renovation of workforce housing	1.57	3	2.00
7	Help underserved populations with basic needs and employment	1.53	6	1.77
8	Premium pay to essential workers	1.49	8	1.69
9	Payroll and covered benefits for frontline workers	1.44	8	1.69

10	Benefits to families of COVID-19 victims	1.16	12	1.15
11	Homelessness programs and resources	1.15	5	1.92
12	Support for unemployed workers	1.02	11	1.38

(6) HEALTHCARE/PUBLIC HEALTH RESPONSE

Ranking	Sub-Priority	Weighted Average	County Ranking	County Average
1	General mental health or behavioral services	1.81	1	2.54
2	Contain and mitigate the spread of COVID-19	1.76	3	1.92
3	Addiction treatment	1.73	2	2.46
4	COVID-19 mental health services	1.44	4	1.85
5	*Offering telehealth services to public sector employees	1.40	5	1.54
6	*Nursing home and hospital healthcare recruitment	1.37	6	1.31

(7) CLIMATE CHANGE MITIGATION & RESPONSE

Ranking	Sub-Priority	Weighted Average	County Ranking	County Average
1	Recycling programs	1.99	7	1.46
2	*Government building energy efficiency improvement	1.98	3	1.69
3	*Clean or renewable energy generation projects	1.71	5	1.62
4	*Infrastructure resiliency adaptations	1.71	2	1.77
5	*Promoting redevelopment	1.57	8	1.42
6	*Creating green spaces	1.45	10	1.23
7	Planning or expert consultation	1.41	3	1.69
8	Equity considerations for most vulnerable populations	1.37	1	1.92
9	*Public transportation or ride sharing programs	1.19	9	1.38
10	*Investment or fundraising activities	1.15	6	1.54
11	*Air-quality studies	1.03	10	1.23
12	Sea-level rise preparations	0.93	12	1.15
13	*Electrification of municipal vehicle fleets	0.92	13	0.85

(Addendum) COUNTY-LEVEL PRIORITIES

Ranking	Sub-Priority	Weighted Average	County Ranking	County Average
1	*Regional economic development	2.13	2	2.23
2	*Increasing rural patrol coverage	2.07	4	2.15
3	*Regional EMS services	2.03	6	2.00
4	*Regional code enforcement or assessing services	1.93	4	2.15
5	*Expanding mental health and substances abuse services in county jails	1.61	1	2.69
6	*Addressing backlog in court system	1.56	6	2.00

Elected versus Non-elected Priorities

Of all municipal responses, approximately 55% were from elected officials and 45% were from non-elected officials. MMA staff are interested in whether a difference in prioritization exists between these two groups.

As a whole, no identifiable variance exists. Using a paired t-test, it has been determined there is no statistically significant difference between the overall priorities of elected and non-elected municipal officials.

Individual sub-level priorities however, displayed numerous statistically significant differences.² This difference is determined by examining the composition of responses by officials to each sub-level priority. A summary of those sub-level priorities is displayed below.

Difference in opinion at the sub-level is expected yet a few generalizations can be taken from these statistical differences. To begin, elected officials are far more interested in climate change response and mitigation policies. Oppositely, non-elected officials are more predisposed to show interest in prioritizing government services and facilities.

² Significant at the 95% confidence level, $p=0.05$.

Sub-Priority	Elected Average	Non-elected Average	Difference
*Government building improvements or construction	1.83	2.34	0.51
Subscription rate assistance	2.05	1.64	0.41
Development/renovation of workforce housing	1.41	1.78	0.37
*Promoting redevelopment	1.42	1.77	0.35
*Electrification of municipal vehicle fleets	0.77	1.10	0.33
Recycling programs	2.14	1.81	0.33
*Multimodal or public transportation grants	1.01	1.33	0.32
*Public transportation or ride sharing programs	1.06	1.38	0.32
Economic recovery grants for businesses	1.50	1.81	0.31
*Government building energy efficiency improvement	1.84	2.14	0.30
Loan or loan guarantees for businesses	1.34	1.60	0.27
*Expanding education and student leaning capacity	2.33	2.06	0.27
Planning or consulting costs	2.00	1.75	0.25
*Infrastructure resiliency adaptations	1.61	1.83	0.22
*Expanding mental health and substances abuse services in county jails	1.70	1.48	0.22
Home weatherization and efficiency upgrades	2.04	1.83	0.21
Help underserved populations with basic needs and employment	1.63	1.43	0.21
*Youth career development and pre-apprenticeship programs	1.75	1.55	0.20
*Targeted sector workforce development (i.e. clean energy, healthcare)	1.44	1.26	0.18
Support local farms and food production	2.04	1.87	0.17
*Investment or fundraising activities	1.11	1.24	0.13
Support for unemployed workers	1.08	0.95	0.13
*Electric vehicle charging infrastructure	1.15	1.28	0.12
*Promotion of Maine products and businesses	1.88	1.78	0.11
Homelessness programs and resources	1.11	1.20	0.09
Technology assistance to businesses	1.69	1.76	0.07
*Clean energy and energy efficiency grants	1.90	1.87	0.03
*Clean energy infrastructure	1.78	1.77	0.01

Appendix A: Survey Participants

<u>Municipalities Represented (n=162)</u>				
Albion	Chapman	Great Pond	Newcastle	Somerville
Alexander	Charleston	Guilford	Nobleboro	Sorrento
Alton	Chelsea	Hampden	North Haven	Stoneham
Appleton	Chester	Harpswell	Northport	Stonington
Arrowsic	China	Hiram	Norway	Surry
Arundel	Corinth	Hollis	Oakland	Sweden
Ashland	Corrina	Houlton	Old Orchard Beach	Thomaston
Auburn	Cyr Plantation	Howland	Orono	Tremont
Baldwin	Dallas Plantation	Hudson	Orrington	Trenton
Bar Harbor	Damariscotta	Isleboro	Otisfield	Union
Bath	Deer Isle	Jackman	Owls Head	Unity
Beals	Dennysville	Jay	Palermo	Vassalboro
Belfast	Dover Foxcroft	Jonesport	Paris	Vinalhaven
Belgrade	Dresden	Kennebunkport	Pembroke	Waldoboro
Berwick	East Millinocket	Kittery	Perry	Waterboro
Biddeford	Easton	Knox	Pittston	Waterville
Blue Hill	Eastport	Lake View Plantation	Poland	Wayne
Boothbay Harbor	Eddington	Lebanon	Portage Lake	Weld
Bowdoinham	Ellsworth	Lewiston	Porter	Wellington
Bradford	Enfield	Limestone	Presque Isle	West Bath
Bradley	Fairfield	Lincoln Plantation	Princeton	West Gardiner
Bremen	Farmington	Lisbon	Randolph	West Paris
Bridgewater	Fayette	Littleton	Raymond	Westbrook
Bristol	Fort Fairfield	Lowell	Readfield	Westmanland
Brooklin	Fort Kent	Machiasport	Rockland	Weston
Brooks	Franklin	Madawaska	Rumford	Windham
Buckfield	Freedom	Madison	Saco	Winslow
Camden	Frenchville	Mappleton	Sanford	Winterport
Caribou	Garland	Mechanic Falls	Searsmont	Winthrop
Carrabassett Valley	Georgetown	Milo	Sebec	Woolwich
Carthage	Gouldsboro	Monmouth	Sedgwick	
Casco	Grand Isle	Montville	Shapleigh	
Castle Hill	Gray	Mount Vernon	Smithfield	

<u>Organization Name</u>	
Androscoggin Valley COG	Maine Coast Fishermen's Association
Avesta Housing	Maine Development Foundation
Brooks Historical Society	Maine Office of Aging and Disability Services
Brooksville broadband committee	MaineHousing
ConnectMaine	ME CDC Drinking Water Program
Efficiency Maine Trust	Mid-Maine Chamber of Commerce
GrowSmart Maine	Mid-Maine Homeless Shelter & Services
Healthy Communities of the Capital Area	Northern Maine Development Commission
Island Institute	Our Town Belfast
Kennebunkport Conservation Trust	Spectrum Generations
Kennebunkport Climate Initiative	Town of Millinocket
Land Use Planning Commission	

APPENDIX B: All Sub-priorities with Relative Grade

Below is the complete list of all sub-priorities with a relative grade. The grading system is based on the assumption that the weighted averages are normally distributed, meaning the average sub-priority earns a grade of C.

Key to Category Abbreviations

BB - Broadband	GOV – Government services
BUSI – Business supports	HEALTH – Healthcare/public health response
CC – Climate change response & mitigation	HHS – Human services; housing & childcare
COUNT – County-level	INFRA – Infrastructure; transportation & utilities

<u>Category</u>	<u>Priority</u>	<u>Grade</u>
GOV	*Road construction or repair	A+
INFRA	*Culvert and storm water infrastructure	A
BB	Physical network build-out	A
BB	*Expanding education and student leaning capacity	A-
COUNT	*Regional economic development	B+
BB	*Public WiFi expansion	B+
GOV	*Government building improvements or construction	B
COUNT	*Increasing rural patrol coverage	B
COUNT	*Regional EMS services	B
CC	Recycling programs	B-
CC	*Government building energy efficiency improvement	B-
BUSI	Support local farms and food production	B-
HHS	Home weatherization and efficiency upgrades	C+
COUNT	*Regional code enforcement or assessing services	C+
HHS	Development/renovation of senior housing	C+
BB	*Expanding telehealth capacity	C+
INFRA	*Clean energy and energy efficiency grants	C+
HHS	Development/renovation of affordable housing	C
BB	Planning or consulting costs	C
BB	Subscription rate assistance	C
BUSI	*Promotion of Maine products and businesses	C
HEALTH	General mental health or behavioral services	C
INFRA	*Bridges or dams construction and repair	C
INFRA	*Clean energy infrastructure	C
GOV	*Expanding online services	C
BUSI	New businesses and entrepreneurs support	C
HEALTH	Contain and mitigate the spread of COVID-19	C
GOV	Regionalized EMS	C
HEALTH	Addiction treatment	C

BUSI	Technology assistance to businesses	C
BB	Speed testing or mapping	C
CC	*Clean or renewable energy generation projects	C
CC	*Infrastructure resiliency adaption	C
BUSI	Talent/workforce attraction and retention system	C-
GOV	Filling budget shortfalls	C-
BB	*Installation in government buildings	C-
BUSI	*Youth career development and pre-apprenticeship programs	C-
GOV	Municipal workforce development	C-
HHS	*Childcare assistance and expansion	C-
INFRA	*Infrastructure resiliency adaption improvements	D+
BUSI	Economic recovery grants for businesses	D+
BUSI	*Remote workforce development	D+
COUNT	*Expanding mental health and substances abuse services in jails	D+
GOV	Short-term property tax relief	D+
HHS	Aid to households	D+
GOV	*Modernizing licensing and permitting processes with state agencies	D+
GOV	*Municipal utilities	D+
HHS	Development/renovation of workforce housing	D+
CC	*Promoting redevelopment	D+
COUNT	*Addressing backlog in court system	D+
HHS	Help underserved populations with basic needs and employment	D
BUSI	*Career and technical (CTE) grants	D
HHS	Premium pay to essential workers	D
BUSI	*Small business health insurance relief	D
BUSI	Loan or loan guarantees for businesses	D
CC	*Creating green spaces	D
HHS	Payroll and covered benefits for frontline workers	D
HEALTH	COVID-19 mental health services	D
CC	Planning or expert consultation	D
HEALTH	*Offering telehealth services to public sector employees	D
CC	Equity considerations for most vulnerable populations	D-
HEALTH	*Nursing home and hospital healthcare recruitment	D-
BUSI	*Targeted sector workforce development (i.e. clean energy, healthcare)	D-
BUSI	Entrepreneurial training for underrepresented populations	F
INFRA	*Electric vehicle charging infrastructure	F
CC	*Public transportation or ride sharing programs	F
INFRA	Drinking water infrastructure	F
HHS	Benefits to families of COVID-19 victims	F
CC	*Investment or fundraising activities	F

HHS	Homelessness programs and resources	F
INFRA	*Multimodal or public transportation grants	F
GOV	Rehire staff and build public sector capacity	F
CC	*Air-quality studies	F
HHS	Support for unemployed workers	F
CC	Sea-level rise preparations	F
CC	*Electrification of municipal vehicle fleets	F

Appendix C: Open-Ended Responses

Below is a summary of open-ended responses to the question, "In what other ways would your community like to allocate ARPA funds?" (n=80).

- 17 – Road or bridge repair
- 12 – Fire, EMS, or public safety
- 11 – Broadband
- 10 – Economic development; business supports, sidewalks, business promotion
- 8 – Sewer, septic, or drinking water
- 7 – Government buildings
- 7 – Tax relief
- 6 – Government services
- 6 – Climate change mitigation, environmental action
- 4 – Arts & Recreation
- 4 – Infrastructure resiliency adaptations, storm water management
- 4 – School or education
- 3 – Housing
- 2 – Advisory, consulting or legal costs
- 1 – Transportation
- 1 – Emergency preparedness

PRESQUE ISLE CITY COUNCIL ANNOUNCEMENTS

Wednesday, August 4, 2021

- The next regularly scheduled meeting of the Presque Isle City Council is on Wednesday, September 1st, 2021 at 6:00 PM at the Mark & Emily Turner Memorial Library's Akeley Gallery.
- Rocking on Riverside are on August 5th and 19th, check Facebook for other city events.