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**TOWN COUNCIL MEETING #19-2003
OCTOBER 21, 2003 - 7:00 P.M.
TOWN COUNCIL CHAMBERS**

SUMMARY AGENDA

- ITEM #150-2003 To consider action relative to adopting the October 21, 2003 Consent Agenda.
- ITEM #151-2003 To consider action relative to proposed amendments to the General Assistance Ordinance concerning maximum levels of assistance outlined in Appendixes A, B & C (Chapter 46). (Public Hearing)
- ITEM #152-2003 To consider action relative to a grant application submission of a Municipal Investment Trust Fund proposal to the Maine Department of Economic and Community Development to construct a Community center in the downtown village area of Freeport. (Public Hearing)
- ITEM #153-2003 To consider action relative to approving an application for a Special Amusement Permit for Dancing and Entertainment for the School Street Café. (Public Hearing)
- ITEM #154-2003 To consider action relative to proposed amendments to the Zoning Ordinance Concerning the Definition of a School (Chapter 21).
- ITEM #155-2003 To consider action relative to a proposed amendment to the Freeport Zoning Map expanding the Resource Protection II District in the area of the Webster Road Well.
- ITEM #147-2003 Tabled October 7, 2003.
- To consider action relative to an amendment to the Tax Acquired Property Policy.

OTHER BUSINESS:

1. Discussion on Ridge Road Cable Extension.
2. Discussion on proposed Wide Area Network (WAN) for School and Municipal buildings.
3. Signing of Municipal Election Warrant.
4. Informational exchange.

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- ITEM #156-2003 To consider action relative to an Executive Session to discuss a personnel matter.

Adjourn.



**AGENDA
FREEPORT TOWN COUNCIL MEETING #19-2003
TOWN HALL COUNCIL CHAMBERS
OCTOBER 21, 2003 – 7:00 P.M.**

FROM: Dale C. Olmstead, Jr.

TO: John Arsenault, Prout Road
Rod Regier, South Street
Charlotte Bishop, Maquoit Drive
Rich DeGrandpre, Timber Ridge Road
Frederick White, 45 Pleasant Hill Road
Thomas Rumpf, P.O. Box 819, S. Freeport
James Cassida, 5 Timber Ridge Road

FIRST ORDER OF BUSINESS: To waive the reading of the Minutes of Meeting #18-2003 held on October 7, 2003 and accept the Minutes as printed.

SECOND ORDER OF BUSINESS: Public Comment Period – 30 Minutes
(Non-Agenda Items Only)

THIRD ORDER OF BUSINESS: To take action on the following items of business as read by the Council Chairperson.

COUNCIL MEETING #19-2003
OCTOBER 21, 2003

ITEM #150-2003 To consider action relative to adopting the October 21, 2003 Consent Agenda.

BE IT ORDERED: That the October 21, 2003 Consent Agenda be adopted.

ITEM #151-2003 To consider action relative to proposed amendments to the General Assistance Ordinance concerning maximum levels of assistance outlined in Appendixes A, B & C (Chapter 46). (Public Hearing)

MOTION: That the Public Hearing be opened.

MOTION: That the Public Hearing be closed.

BE IT ORDERED: That the proposed amendments to the General Assistance Ordinance be approved.

ITEM #152-2003 To consider action relative to a grant application submission of a Municipal Investment Trust Fund proposal to the Maine Department of Economic and Community Development to construct a Community Center in the downtown village area of Freeport. (Public Hearing)

MOTION: That the Public Hearing be opened.

MOTION: That the Public Hearing be closed.

BE IT ORDERED: That the Grant Application be submitted to the Department of Economic and Community Development.

ITEM #153-2003 To consider action relative to approving an application for a Special Amusement Permit for Dancing and Entertainment for the School Street Café. (Public Hearing)

MOTION: That the Public Hearing on an application for a Special Amusement Permit issued to David Tucci, Winn Road LCC d/b/a School Street Café, 10 School Street, be opened.

MOTION: That the Public Hearing be closed.

BE IT ORDERED: That the application for a Special Amusement Permit issued to School Street Café be approved.

ITEM #154-2003 To consider action relative to proposed amendments to the Zoning Ordinance Concerning the Definition of a School. (Chapter 21).

BE IT ORDERED: That a Public Hearing be scheduled for November 18, 2003 at 7:00 p.m. in the Town Hall Council Chambers to discuss proposed amendments to the Zoning Ordinance concerning the definition of a school.

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk's Office, the Town Manager's Office and the Freeport Community Library for

**COUNCIL MEETING #19-2003
OCTOBER 21, 2003**

inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 7 and the Town's website.

ITEM #155-2003 To consider action relative to a proposed amendment to the Freeport Zoning Map expanding the Resource Protection II District in the area of the Webster Road Well.

BE IT ORDERED: That a Public Hearing be scheduled for November 18, 2003 at 7:00 p.m. in the Town Hall Council Chambers to discuss a proposed amendment to the Zoning Map expanding the Resource Protection II District (RP-II) in the area of the Webster Road Well.

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk's Office, the Town Manager's Office and the Freeport Community Library for inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 7 and the Town's website.

ITEM #147-2003 Tabled October 7, 2003

To consider action relative to an amendment to the Tax Acquired Property Policy concerning the sale of property.

BE IT ORDERED: That the proposed amendment to the Tax Acquired Property Policy dated October 21, 2003 be approved.

OTHER BUSINESS:

1. Discussion on Ridge Road Cable Extension.
 2. Discussion on proposed Wide Area Network (WAN) for School and Municipal buildings.
 3. Signing of Municipal Election Warrant.
 4. Informational exchange.
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ITEM #156-2003 To consider action relative to an Executive Session to discuss a personnel matter (Review of the Town Manager's annual evaluation.)

MOTION: That the Town Council enter into Executive Session.

MOTION: That the Town Council reconvene.

Adjourn.

**TOWN COUNCIL
CONSENT AGENDA
OCTOBER 21, 2003**

ITEM #148-2003 To consider action relative to applications for Victualers Licenses.

BE IT ORDERED: That the following applications for Victualers Licenses be approved.

Ronald Brook d/b/a Crickets Restaurant, 175 Lower Main Street
David W. Thompson d/b/a Casco Bay Regional YMCA, 14 Old South Freeport Road
Lester & Nicole Evans d/b/a Brewster House B&B, 180 Main Street
It's Only Natural d/b/a Eagle's Next Guest Suites, 75 Eagles Nest Drive
Jason & Lisa Daniel d/b/a Mister Bagel, 15 Depot Street

ITEM #149-2003 To consider action relative to confirming a warden, deputy wardens and election clerks for the November 4, 2003 State and Local Election.

BE IT ORDERED: That the Town Clerk's appointment of a warden, deputy wardens and election clerks for the November 4, 2003 election as outlined in the Town Clerk's memo dated October 8, 2003 be confirmed.

End of Consent Agenda

Memo

To: Dale Olmstead
From: Beverly Curry
Date: 10/8/03
Re: Appointments for November election

The Municipal Officers must approve my appointments of Wardens and Election Clerks for the November election.

Please put the following on the Consent Agenda for the 10/21/03 Council meeting:

Approve Town Clerk's appointment of Rick Simard as Warden and Steven McPheters and Melanie Ferucci as the Deputy Wardens for the November 4, 2003 election.

Approve the following to serve as Election Clerks for the November 4, 2003 election:

Jane Horsfall	Barbara Haddad	Betsy Ruff
Mary Eliza Wengren	Nita Voskian	Martha Nichols
Shirley Sullivan	Linda Sayles	Edward Bonney
Mary Wescott	Nancy Baker	Mary Kennedy
Nancy Clark	Laura George	
Joyce Denney	Mary Brewer	
Pat Pooters	Marie McCann	
Dorothy Leighton	Laura McDill	

MINUTES
FREEPORT TOWN COUNCIL MEETING #19-2003
TOWN HALL COUNCIL CHAMBERS
October 21, 2003 – 7:00 P.M.

	<u>PRESENT</u>	<u>EXCUSED</u>	<u>ABSENT</u>
John Arsenault, Prout Road	X		
Rod Regier, South Street	X		
Charlotte Bishop, Maquoit Drive	X		
Rich DeGrandpre, Timber Ridge Road	X		
Frederick White, 45 Pleasant Hill Road	X		
Thomas Rumpf, P.O. Box 819, S. Freeport	X (late)		
James Cassida, 5 Timber Ridge Road	X		

Chair Arsenault called the meeting to order and noted that Mr. Rumpf should be here shortly.

FIRST ORDER OF BUSINESS: To waive the reading of Minutes of Meeting #18-2003 held on October 7, 2003 and accept the Minutes as printed.

Councilor Regier explained that the motion under Item #142-2003 should have read as follows:

MOVED AND SECONDED: that an appropriation of up to \$5,000 of the Homeland Security Grant be approved for updating radio communication capabilities with Pownal and Durham and further move to table until September, 2004 further appropriations from this account but encourage consideration of this money for use in regional dispatch. (Regier & DeGrandpre) **ROLL CALL VOTE:** (7 Ayes).

MOVED AND SECONDED: To accept the Minutes of Meeting #18-2003 held on October 7, 2003 as amended. (Regier & DeGrandpre) **VOTE:** (6 Ayes) (1 Excused—Rumpf).

SECOND ORDER OF BUSINESS: Public Comment Period – 30 Minutes (Non-Agenda Items Only)

MOVED AND SECONDED: To open the public comment period on non-agenda items only. (Regier & DeGrandpre) **VOTE:** (6Ayes) (1—Excused—Rumpf).

Chris Leighton from the School Committee provided information on the upcoming referendum choices to the voting public in Freeport.

Bill Ross, a member of the Maine National Guard, served in Iraq and brought a flag and certificate back to Freeport and presented it to the Town. Everyone in the Council Chambers stood and applauded Mr. Ross.

MOVED AND SECONDED: To close the public comment period on non-agenda items only. (Regier & DeGrandpre) **VOTE:** (6 Ayes) (1Excused—Rumpf).

THIRD ORDER OF BUSINESS: To take action on the following items of business as read by the Council Chairperson:

ITEM #150-2003 To consider action relative to adopting the October 21, 2003 Consent Agenda.

BE IT ORDERED: that the October 21, 2003 Consent Agenda be adopted. (White & Regier)

Councilor Regier asked the Town Manager if all the fees have been received and Mr. Olmstead indicated that they had. Councilor Bishop explained the Consent Agenda to members of the public.

ROLL CALL VOTE: (6 Ayes) (1 Excused—Rumpf).

ITEM #151-2003 To consider action relative to proposed amendments to the General Assistance Ordinance concerning maximum levels of assistance outlined in Appendixes A, B & C (Chapter 46). (Public Hearing)

MOVED AND SECONDED: That the Public Hearing be opened. (White & Cassida)
VOTE: (6 Ayes) (1 Excused—Rumpf)

Mr. Olmstead explained the amendments. There were no public comments.

MOVED AND SECONDED: That the Public Hearing be closed. (White & Bishop)
VOTE: (6 Ayes) (1 Excused—Rumpf)

BE IT ORDERED: that the proposed amendments to the General Assistance Ordinance be approved. (White & Cassida) **ROLL CALL VOTE:** (6 Ayes) (1 Excused—Rumpf).

ITEM #152-2003 To consider action relative to a grant application submission of a Municipal Investment Trust Fund proposal to the Maine Department of Economic and Community Development to construct a Community Center in the downtown village area of Freeport. (Public Hearing).

MOVED AND SECONDED: That the Public Hearing be opened. (Bishop & Regier) (6 Ayes) (1 Excused—Rumpf).

Bob Stevens introduced Beth Finlayson and other members of the FCS Board. He explained that Linda Hardacker, working with the Town Manager, discovered the possibility of Freeport applying for this grant. He mentioned that there has been a collaborative effort by FCS, the Town and members of the community to build a Community Center. The grant application has been put together quickly to apply for \$500,000 of matching funds. It needs to be submitted by November 3. If the grant is received, Mr. Stevens advised that the Town will still need to raise an additional \$750,000 and he is optimistic that private donations will be received. The building will be built in phases but must be built in the downtown. Linda Hardacker answered questions for Councilors and members of the public. Germaine Blake and Ed Bradley raised questions as well. Councilor Cassida clarified that there is no additional financial responsibility being added to taxpayers. The additional \$750,000 will be raised by private donations. Discussion followed. T. J. McDermott has questions about manageability. As a member of the FCS Board, he has concerns on how to keep the Community Center running and whether the burden will fall on FCS. He is unaware of any discussions that focused on who will run it. He believed that FCS would be responsible for running FCS and that another building or buildings may house other community functions that function on their own. They are not willing to take on responsibilities that they cannot cover by their budget.

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Betsy Ruff advised that the challenge is to work through Mr. McDermott's concerns and this is not foreign to the group that has been working on this. Councilor DeGrandpre is confident that additional budgets from the Teens and the Elders will be folded into this Community Center.

MOVED AND SECONDED: that the Public Hearing be closed. (Cassida & Bishop)
VOTE: (7 Ayes).

Councilor Regier noted that he is willing to accept the motion as a conceptual guideline for the application. He pointed out that he has questions and asked if he could invite himself to work with Ms. Hardacker and others to make sure that the document being created is something the Council can live with. He will keep in contact with Councilors. He mentioned that there has never been a formal endorsement by the Council to consider the Depot Street Parking Lot. The parking lot is in the application and will be in the Minutes. Mr. Olmstead advised that the lot is committed to various merchants throughout the community and generates a revenue stream of more than \$100,000. If the Council commits this lot, it will have to replace those spaces somewhere else and this will be a challenge. Mr. Olmstead suggested that the wording in the application refer to "this lot or another property of equal size" to provide flexibility to look for ways to make this project work but retain parking.

BE IT ORDERED: that the Grant Application be submitted to the Department of Economic and Community Development (Bishop & DeGrandpre) **ROLL CALL VOTE:** (7 Ayes).

NOTE: 5 Minute Break was taken

ITEM #153-2003 To consider action relative to approving an application for a Special Amusement Permit for Dancing and Entertainment for the School Street Café. (Public Hearing).

MOVED AND SECONDED: That the Public Hearing on an application for a Special Amusement Permit issued to David Tucci, Winn Road LCC d/b/a School Street Café, 10 School Street, be opened. (Cassida & Rumpf) **VOTE:** 7 Ayes.

Mr. Olmstead explained why this is an agenda item and that taxes are not up to date on this property. Gritty's and the Harraseeket Inn have a similar permit. There were no public comments.

MOVED AND SECONDED: That the Public Hearing be closed. (Regier & Rumpf)
VOTE: (7 Ayes).

BE IT ORDERED: That the application for a Special Amusement Permit issued to School Street Café be approved. (Cassida & Rumpf)

MOVED AND SECONDED TO AMEND: that the application for a Special Amusement Permit issued to School Street Café be conditionally approved contingent upon bringing tax payments up to date. (Regier & Cassida) **VOTE:** (7 Ayes).

ROLL CALL VOTE: (7 Ayes).

ITEM #154-2003 To consider action relative to proposed amendments to the Zoning Ordinance concerning the Definition of a School. (Chapter 21).

BE IT ORDERED: that a Public Hearing be scheduled for November 18, 2003 at 7:00 p.m. in the Town Hall Council Chambers to discuss proposed amendments to the Zoning Ordinance concerning the definition of a school.

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk's Office, the Town Manager's Office and the Freeport Community Library for inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 7 and the Town's website. (Rumpf & Bishop)

Councilor Rumpf explained that the Council asked the Planning Board to take a look at this issue and they have returned with proposals for three different categories of schools and definitions.

ROLL CALL VOTE: (7 Ayes).

ITEM #154-2003 To consider action relative to a proposed amendment to the Freeport Zoning Map expanding
5 the Resource Protection II District in the area of the Webster Road Well.

BE IT ORDERED: That a Public hearing be scheduled for November 18, 2003 at 7:00 p.m. in the Town Hall Council Chambers to discuss a proposed amendment to the Zoning Map expanding the Resource Production II District (RP-II) in the area of the Webster Road Well.

BE IT FURTHER ORDERED: that copies be distributed equally between the Town Clerk's Office, The Town Manager's Office and the Freeport Community Library for inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 7 and the Town's website (Regier & Rumpf)

Councilor Regier had questions about giving notice, which Mr. Olmstead addressed. Councilor Regier requested that written notices similar to what the Planning Board uses be sent to the abutters

ROLL CALL VOTE: (7 Ayes).

ITEM #154-2003 Tabled October 7, 2003
147-

To consider action relative to an amendment to the Tax Acquired Property Policy concerning the sale of property.

BE IT ORDERED: that the proposed amendment to the Tax Acquired Property Policy dated October 21, 2003 be approved. (DeGrandpre & Rumpf)

Councilor DeGrandpre explained that the proposed amendment is an addition to the Town's Policy. He suggested that the Council consider making a few changes this evening. He mentioned the qualifications for repurchase by prior owners on properties that perhaps were not primary residences, although it would work for primary residences where people have not taken advantage of their right to live on their property. He answered questions for Councilors.

MOVED AND SECONDED: To amend the first paragraph, 6th line to read: " 3 times the sum of the outstanding real estate taxes, interest and fees due as of the date of repurchase.

Small d—Should the Town Council approve a hardship application, the applicant shall have sixty (60) days from the decision to pay the sum of back taxes, interest, and fees in full.

At the end of b—after serious medical problems. add: The confidentiality of personal medical and financial records shall be protected as authorized by State law.

In the policy itself, Article 2, Section 2, Add the preface: 30 days after notifying the last known owner of record, before "The Municipal Treasurer shall prepare a list of properties".

In b—insert significant before "hardship experienced by the prior owners". Also add to the sentence: The Prior Owners or Successors shall have the burden of proving significant hardship. (Regier & DeGrandpre)

Discussion followed.

VOTE ON AMENDMENTS: (7 Ayes).

MOVED AND SECONDED: to insert into the first paragraph after "or by person or persons who have acquired an interest in the property as the result of the death of the Prior Owner" (Bishop & DeGrandpre)

VOTE ON AMENDMENT: (7 Ayes).

ROLL CALL VOTE: (7 Ayes).

OTHER BUSINESS:

Discussion on Ridge Road Cable Extension

John Goran explained the circumstances that have taken place since last March. The Cable Board voted that cable service should be provided to the Edsons at no charge. Councilor Regier made reference to correspondence received from Pat Scully suggesting that we try to find some middle ground here. Discussion followed.

Pat McCormick, General Manager of SusCom, does not agree that they need to provide cable service free of charge to the Edsons since the Ridge Road appears to be a long driveway. He made reference to the cable contract. SusCom is committed to building service overhead on the Ridge Road to where it ends but it has not been done because the pole line traverses another property owner's land that will require an easement. They have not received any response to their letters from the property owner. They contend that the private road ends at the Edsons' property line where all utilities go under ground. There is no private road distinction in the deed. He indicated that language needs to be drawn up that makes some distinction between a private way and a driveway so this type of debate does not happen every time a similar issue comes up. The actual extension cost is \$11,600 and SusCom offered to contribute \$2,000.

Jerry Edson advised that the Ridge Road is a private road. It is not a driveway. There are references to this road as an "old county road" on maps dating back to the 1800s. There is one other home on the Ridge Road but that owner is clearing lots to sell. He plows the Ridge Road himself and there is no homeowner's agreement. Donald Ulrickson is willing to give an easement. Mrs. Edson indicated that she does not want to contribute any amount of money for cable service.

Councilor DeGrandpre indicated that he is unclear if the road ends where the blacktop begins and the Cable Company has inherited some challenges because of 911. Councilor Regier noted that this is not an action item

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tonight but asked if the Town Attorney could be directed to investigate the road at the Registry of Deeds to see if there is evidence that there is a road—the so called “old county road”. If it is a road and it is consistent with the original order to be wired as Ridge Road, there must be some way for it to be provided without charge to the Edsons. Councilor Bishop suggested checking the list of paper streets to see if this road has been abandoned. Councilor Rumpf asked if the cable company would require that the wiring be underground. John Goran indicated that in areas where utilities are underground, SusCom’s lines shall be underground. They match whatever exists.

Councilor Regier advised that the Town needs to identify if this is a real road and where the end is. Chair Arsenault indicated that in order to get clarification, the Town will need to spend some money on legal fees. Councilor Bishop suggested reviewing all the paper street information. Councilor Regier suggested that Pat Scully with Judy Hawley get together with the Edsons to come up with documentation that this really is a street to see if there is an easy answer to SusCom’s attorney’s letter dated September 25.

Councilor Rumpf would like an estimate on legal costs. Councilor DeGrandpre is willing to authorize funds if he can be sure our Attorney will provide all the documentation on how he arrived at the information he provides. Mr. Olmstead will seek an estimate for Councilors.

Discussion on proposed Wide Area Network (WAN) for School and Municipal buildings.

Greg L’Heureux introduced Tim Mateosian and explained that he requested this service because it provides dedicated service to all of the Town and School buildings and provides better communication between the buildings. SusCom has recently installed their side of the WAN and a bridge at each of the eleven locations. The second phase is really the Town’s side of the WAN and some items will need to be purchased. He had a series of quotes from the low bidders. There is still some work that will need to be done such as setting up a new server in the Town Hall, etc. It was included in the capital budget and will come up again next year. Discussion followed. He will be researching how to get everything done as cost effectively as possible. He estimated the life span to be approximately 10 years with hardware maintenance.

MOVED AND SECONDED: To move an item not on the printed agenda. (Regier & DeGrandpre) **VOTE:** (7 Ayes).

MOVED AND SECONDED; that up to \$12,000 be expended from the Cable Equipment Reserve Account for the purchase of equipment for the Town’s Wide Area Network and its installation. **BE IT FURTHER ORDERED;** that the bid from CBW in the amount of \$8,558 is accepted with the balance to be used for miscellaneous hardware and labor costs related to its installation. (Rumpf & Regier) **ROLL CALL VOTE:** (7 Ayes).

Signing of Municipal Election Warrant

Mr. Olmstead requested that Councilors sign the two warrants.

Informational Exchange

Mr. Olmstead explained that the Town is in the final phase of complying with its license renewal for the landfill. A condition for relicensing was that the Town cease collecting leachate in the lagoon and the second part of the conversion is to clean out the contaminants from the lagoon. He mentioned that the cleaned pond may become a skating rink in the future since it is located near the Recreation facility. In order to get the pond cleaned out by mid-December, it will be necessary to hold a 15-minute Special Council Meeting on November 3 or 4 to

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award the bid. Councilors agreed to meet on Monday, November 3 at 7:30 a.m. in Council Chambers and Mr. Olmstead will serve as the Recording Secretary. Chair Arsenault will not be able to attend.

ITEM #156-2003 To consider action relative to an Executive Session to discuss a personnel matter (Review of the Town Manager's annual evaluation.)

MOVED AND SECONDED: That the Town Council enter into Executive Session at 10:10 p.m. (Regier & Bishop) **VOTE:** (7 Ayes).

MOVED AND SECONDED: To reconvene (Bishop & DeGrandpre) **VOTE:** (7 Ayes).

Adjournment

MOVED AND SECONDED: To adjourn at 10:56 p.m. (Bishop & DeGrandpre)
VOTE: (7 Ayes)

Respectfully Submitted,

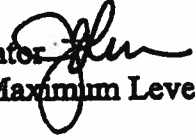
Sharon Coffin

Sharon Coffin, Council Secretary



Town of Freeport

MEMO

MEMO TO: Dale C. Olmstead, Jr., Town Manager
FROM: Johanna S. Hanselman, General Assistance Administrator 
SUBJECT: General Assistance Ordinance Appendixes Updates (Maximum Levels of Assistance)
DATE: September 24, 2003

Attached you will find MMA's new sample General Assistance Ordinance Appendixes (A, B and C) containing the new maximums for the period of October 1, 2003 - October 1, 2004. The various maximum levels of General Assistance that are controlled by these values are established as a matter of law or regulation based on certain federal values that are made effective on the first day of October each year. These new Appendixes, once adopted by the Freeport Town Council, should replace the existing Appendixes dated October 2002.

Appendix A is a listing of the overall maximum levels of assistance pertaining to all municipalities in Maine. These new overall maximum levels of assistance have been calculated on the basis of the 2003-2004 HUD Fair Market Rental (FMR's) values that are effective October 1, 2003. These maximum levels of assistance are established by Maine General Assistance law (22 MRSA 94305(3-B)) and cannot be altered by action of the municipal officers. These levels increased an average of \$11.80 per household statewide.

Appendix B is a listing of the maximum levels of assistance for food. These maximum levels are the same as the USDA 2003-2004 Thrifty Food Plan, which are presumed to be reasonable by regulation of the Department of Human Services. These levels experienced marginal increases only. Appendix C is a listing of the maximum levels of assistance for housing. These maximum levels are developed from the 2003-2004 HUD FMR values, with the applicable housing, electric utility and heating allowances, as developed by the Maine State Housing Authority, subtracted from the FMR's. These levels have increased only marginally from last year.

In order to adopt these maximums, the law requires that the Town Council adopt the Appendixes after notice and hearing. After the hearing is closed, the Town Council should move and vote to adopt the Appendixes and sign the attached form in order that it be submitted to the Department of Human Services to show that we are in compliance with Title 22 MRSA 4305(4).

For your information, a comparison of maximum levels from 10/02 to 10/0:

	10/1/02 – 9/30/03 Monthly Maximums	10/1/03-9/30/04 Monthly Maximums
<i>Overall Maximum Levels:</i>		
1 Person Household	\$554	\$563
2 Person Household	\$639	\$649
3 Person Household	\$845	\$859
4 Person Household	\$1,099	\$1,116
5 Person Household	\$1,245	\$1,264
6 Person Household*	\$1,320	\$1,339
*Add \$75 for each additional person		
<i>Food Maximums:</i>		
1 Person Household	\$139	\$141
2 Person Household	\$256	\$259
3 Person Household	\$366	\$371
4 Person Household	\$465	\$471
5 Person Household	\$553	\$560
6 Person Household*	\$663	\$672
*Add \$106 for each additional person (Up from \$105 in 2002)		
<i>Housing Maximums:</i>		
	<i>Unheated/Heated</i>	<i>Unheated/Heated</i>
0 Bedrooms	\$413/448	\$415/455
1 Bedroom	\$535/581	\$537/590
2 Bedrooms	\$701/767	\$704/778
3 Bedrooms	\$880/962	\$884/977
4 Bedrooms	\$964/1,063	\$966/1,079

GA Maximums

Persons in Household

Androscoggin SMSA: Auburn, Greene, Lewiston, Lisbon, Mechanic Falls, Poland, Sabattus, Turner, Wales	388	474	619	774	873	948
Androscoggin Non-SMSA	388	481	637	796	892	967
Aroostook	388	457	584	743	856	931
Cumberland SMSA: Brunswick, Cape Elizabeth, Casco, Cumberland, Falmouth, Freeport, Gorham, Gray, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth	563	649	859	1116	1264	1339
Cumberland Non-SMSA	569	580	772	1048	1205	1280
Franklin	396	457	584	743	856	931
Hancock	418	513	635	800	888	963
Kennebec	404	505	606	762	856	931
Knox	388	499	649	867	912	987
Lincoln	506	562	639	889	1048	1123
Oxford	388	457	584	743	856	931

* Please Note: Add \$75 for each additional person.

APPENDIX B

Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. Through October 2004, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	32.79	141
2	60.23	259
3	86.28	371
4	109.53	471
5	130.23	560
6	156.28	672
7	172.79	743
8	197.44	849

Please Note: For each additional person add \$106 per month.

Appendix C

Effective: 10/01/2003-10/01/2004

GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should **ONLY consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHS prior to adoption. **Or**, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum--Appendix A. (*See Instruction Memo for further guidance.*)

<u>Androscoggin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		61	264	70	299
1		76	326	86	371
2		100	430	115	495
3		125	539	144	620
4		136	584	158	681
<u>Aroostook County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		59	253	69	297
1		67	289	81	347
2		84	363	103	445
3		108	465	132	568
4		121	521	150	644
<u>Cumberland County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		99	425	108	465
1		99	425	108	465
2		127	548	144	621
3		177	762	199	854
4		200	860	226	970

Standard Metropolitan Statistical Areas

Please Note: Municipalities in SMSA's (*Standard Metropolitan Statistical Areas*), areas with populations greater than 50,000, should consider the following figures. Refer to Appendix A to determine if your municipality falls within a SMSA.

SMSA

<u>Androscoggin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		61	262	69	297
1		73	313	83	359
2		92	396	107	462
3		116	497	135	579
4		127	548	150	645
<u>Cumberland County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		97	415	106	455
1		125	537	137	590
2		164	704	181	778
3		206	884	227	977
4		225	966	251	1079
<u>Penobscot County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		64	276	75	321
1		77	332	91	390
2		97	418	117	501
3		130	557	154	662
4		131	565	160	690
<u>York County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		119	512	128	552
1		141	607	153	660
2		180	775	197	849
3		233	1001	254	1094
4		285	1225	311	1338

GENERAL ASSISTANCE ORDINANCE

APPENDIXES A-C

2003-2004

The Municipality of _____ adopts the MMA Model Ordinance GA Appendixes (A-C) for the period of Oct. 1, 2003—Oct. 1, 2004. These appendixes are filed with the Department of Human Services (DHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month) _____ (year)
by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)



JOHN ELIAS BALDACCI
GOVERNOR

STATE OF MAINE
DEPARTMENT OF
ECONOMIC AND COMMUNITY DEVELOPMENT
59 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0059



JACK CASHMAN
COMMISSIONER

ANNOUNCEMENT

TO: Municipal Officials, Regional Councils, Interested Persons & Organizations

FROM: Orman Whitcomb, *OW* Director, Office of Community Development

DATE: September 10, 2003

RE: **2004 Community Development Block Grant Program and the Municipal Investment Trust Fund Program**

The Office of Community Development is pleased to announce the "Start-Up" of the 2004 Community Development Block Grant (CDBG) program and the Municipal Investment Trust Fund Program (MITF).

The 2004 CDBG Program Statement and the Municipal Investment Trust Fund Program information/application package are attached for your review. Related application materials for both programs are available by request either directly from us here at the Department of Economic and Community Development, from your regional council or may be viewed and downloaded from our web site located at www.meocd.org. Our web site is an excellent resource for fast access to the 2004 CDBG program materials and the MITF program as well.

The Maine CDBG program distributes funds from the U.S. Department of Housing & Urban Development (HUD) for a wide range of community and economic development projects. Programs offered include: Housing Assistance; Public Facilities, Public Infrastructure; Public Service; Downtown Revitalization; Urgent Need; Community Enterprise; Economic Development Infrastructure; Economic Development Programs; Interim Finance and Community Planning. The total CDBG program funds for 2004 are anticipated to be \$16.098 million.

The MITF program is funded from State of Maine bond issues. The program focuses on projects involving infrastructure improvements in downtowns and that have a regional economic impact. The primary eligibility requirement is that the community must be designated by the Maine State Planning Office as a service center community and have a growth management plan or an adopted/consistent comprehensive plan. However, please see the information/application package for full details regarding community and project eligibility.

We encourage you to contact your regional council technical assistance provider (a list is attached) or call Mike Baran, Technical Assistance Program Manager, at our office (624-9816) to learn more about these programs. There is also a list of our Application Workshops attached if you wish to attend and learn more about the CDBG and MITF programs.



PRINTED ON RECYCLED PAPER

Adopted as amended
PROPOSED

**AMENDMENT TO THE
DISPOSITION OF TAX ACQUIRED PROPERTY POLICY**

ARTICLE 5. Property to be Sold

5.10 Rules and Qualifications for Repurchase by Prior Owners

Property which, at the time of foreclosure of the tax lien mortgage, was used as an owner-occupied primary or seasonal residence may be repurchased by the person or persons who owned the property immediately prior to the foreclosure (the Prior Owners) or by a person or persons who have acquired the property as a result of the death of the Prior Owner ("Successors"), for a repurchase price equal to three (3) times the outstanding real estate taxes, interest and fees due as of the date of repurchase. *an interest in*
Sum of

To qualify for such repurchase, the Prior Owners or Successors must meet the following qualifications:

- a. A tax lien other than the lien which resulted in foreclosure cannot have previously matured on the property; and
- b. The Municipal Facilities Committee must determine that foreclosure of the tax lien mortgage is directly attributable to a hardship experienced by the prior Owners. The Prior Owners or Successors shall have the burden of proving hardship. *significant*
The Municipal Facilities Committee may require the applicant to provide documentation such as medical, financial, household expenses and other records as deemed appropriate. Examples of hardship might include loss of employment, death in the family and serious medical problems. *significant*
- c. The Prior Owners or Successors shall have thirty (30) days to make a hardship application once a notice of mature lien has been received. *The confidentiality of personal medical and financial records shall be protected, authorized by state law.*
- d. Should the Town Council approve a hardship application, the applicant shall have sixty (60) days from the decision to pay back taxes and fees in full. *the sum of interest,*

Significant

Deleted: that it would be a hardship for the Prior Owners or Successors to pay an amount greater than the repurchase price described above.

If hardship cannot be proven, a sale can be negotiated at the Town's assessed value or 70% of true market value, whichever is greater, as determined by the Town Assessor.

The Town Council may negotiate a repurchase on other terms if the Council determines that extraordinary circumstances exist that inhibit the Town's ability to sell the property to persons other than the Prior Owners or Successors.



Memo

To: Dale Olmstead and the Town Council

From: Greg L'Heureux

Date: October 17, 2003

Re: Freeport Wide Area Network

The process of setting up the Wide Area Network (WAN) is progressing and we are ready to provide the Town Council an overview of the WAN and request approval for the purchase of some equipment needed to properly connect the various Town and School Buildings. To date, LanCity Network bridges connecting to Suscom's head end have been installed at the following locations: Recycling, Library, Harbor Master, Public Works, Public Safety, Town Hall, West Street building, Morse Street School, Middle School, High School and Mast Landing School, thus creating a flat virtual private network. To better ensure security and to segment traffic a network design has been created by Tim Mateosian, see Figure1. To implement said network architecture, the purchase of the following additional networking gear is required: 6 Cisco 800 Series routers, 2 Cisco 1700 series routers and a proxy server for the Town Hall. Using the routers will enable us to control network traffic for the Schools and Municipal buildings, allowing limited traffic to interchange between them.

We are in the process of collecting quotes for the routers and will have a recommendation for approval by Tuesday evening. Funding for this equipment will be from funds received as part of the Cable Franchise agreement and available from the Cable Reserve.

Additional equipment will be required for the Network Architecture:

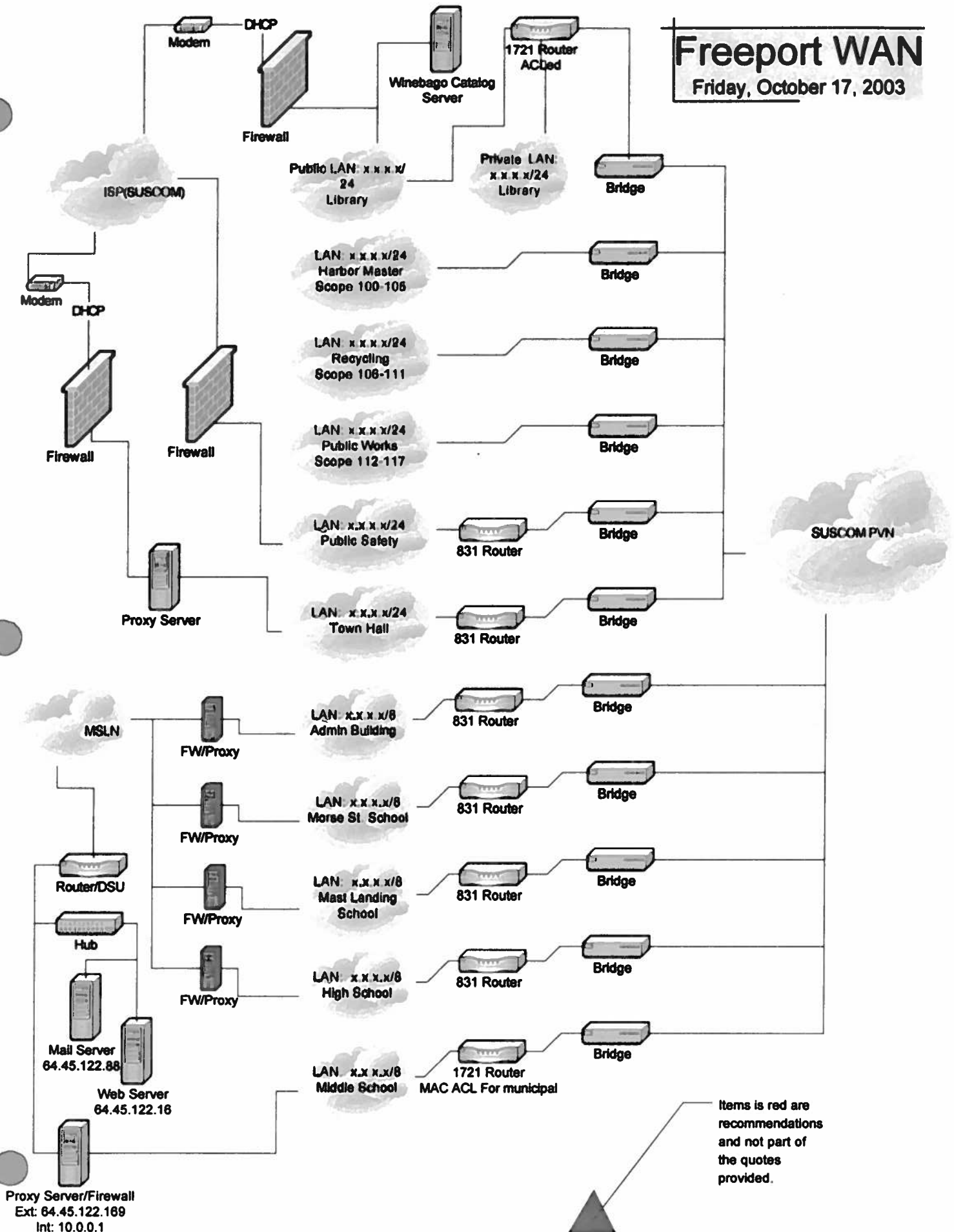
- 1) General purpose File/DHCP server (for accounting application, speciation yet to be finalized)
- 1) Mail Server
- 4) firewall/proxy devices (School Department)

The Town has contracted with Tim Mateosian to assist in the installation and setup of the WAN including allocated time at each site to configure the routers and workstations for a cost estimate of \$6,600. For ongoing maintenance, at this time, we have opted to have this work contracted out as needed.



Freeport WAN

Friday, October 17, 2003





WARRANT FOR MUNICIPAL ELECTION

TUESDAY, NOVEMBER 4, 2003

TO Yuri Brannini a constable of the Town of Freeport, County of Cumberland, State of Maine: You are hereby required in the name of the STATE of MAINE to notify the voters of this Municipality of the election described in this WARRANT.

TO THE VOTERS OF FREEPORT, MAINE:

You are hereby notified that a MUNICIPAL ELECTION will be held at
FREEPORT HIGH SCHOOL GYM, HOLBROOK STREET
TUESDAY, NOVEMBER 4, 2003
for the purpose of electing the following offices:

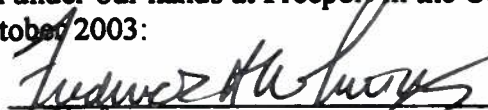

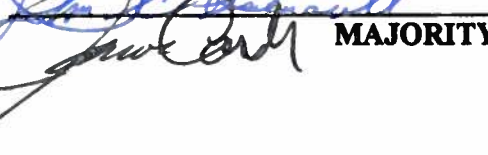
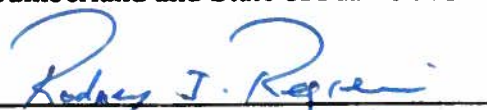

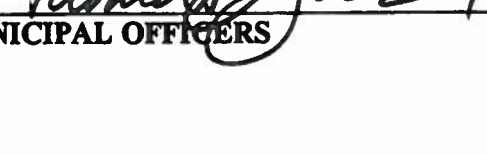
COUNCILOR, DISTRICT 4 (1 for 3 YR. TERM)
COUNCILOR-AT-LARGE (1 for 3 YR. TERM)
SCHOOL COMMITTEE MEMBERS (3 for 3 YR. TERMS)
SEWER DISTRICT TRUSTEES (3 for 3 YR. TERMS)
SEWER DISTRICT TRUSTEE (1 for 1 YR. TERM)
WATER DISTRICT TRUSTEE (1 for 3 YR. TERM)

THE POLLS OPEN AT 7:00 A.M. AND CLOSE AT 8:00 P.M.

The Registrar of Voters and Deputy Registrars will be present while the polls are open to accept new registrations and make address, name and/or enrollment changes.

Pursuant to Title 21-A, Section 759(7), absentee ballots will be processed at the polls at the following times: **8:00 AM, 4:00 PM AND 7:00 PM**

Given under our hands at Freeport in the County of Cumberland and State of Maine this 21st day of October 2003:

MAJORITY OF MUNICIPAL OFFICERS

Attest: A True Copy

Beverly Curry, Town Clerk


CONSTABLE'S RETURN

Pursuant to this warrant, I have notified the inhabitants of the Town of Freeport qualified by law to vote, to assemble at the time and place and for the purpose within named by posting on the 22nd day of October 2003, five attested copies of this warrant at the Town Hall, Freeport Community Library, South Freeport Post Office, Bow Street Market and Doherty's North Freeport General Store, all being public and conspicuous places in the Town of Freeport, Maine.



, Constable

MEMORANDUM

TO: Freeport Town Council
FROM: Dale C. Olmstead, Jr. 
RE: Landfill Leachate Lagoon
DATE: October 17, 2003

The Town of Freeport relicensed the landfill approximately two years ago. One condition for relicensing was that the Town cease collecting leachate in the lagoon and convert to a holding tank. The tank was installed last fall. The second part of the conversion is to clean contaminates from the lagoon which then can discharge water directly into the nearby stream.

During the past year testing has occurred to determine the amount of contaminates that must be removed. Al Presgraves and I have recently reached agreement with the DEP on the scope of work to be performed. It is our goal to complete the work by mid-December thus avoiding any potential problems with spring water runoff and heavy rains.

In order to meet the schedule (see attachment), I am asking the Town Council to hold a Special Council meeting on November 3 or 4 to award the bid.

Dale Olmstead

From: "AL PRESGRAVES" <APRESGRA@freeportmaine.com>
To: "Dale Olmstead Jr" <dolmstead@freeportmaine.com>
Sent: Friday, October 17, 2003 11:45 AM
Subject: Leachate lagoon schedule

Hi Dale-

Here is a schedule for this project that will allow it to be done this year:

Bid documents available:	Oct. 17
Site meeting:	Oct. 24
Bid opening	Oct. 31
Council approval	Nov. 4
Contract award/ start	Nov. 14
Complete	Dec. 14

I have found six contractors that are willing to bid it. I will fax them the general info today, and mail the full packages.

Thanks,
Albert

