

**Board of Selectmen
Tuesday, May 3, 2016
7:00 PM - Town Office Conference Room**

CALL TO ORDER / PLEDGE OF ALLEGIANCE

APPOINTMENTS & RESIGNATIONS

Tracy Mathias-West – Board of Appeals, CEDC Application

Jean Potuchek – Conservation Commission, Scholarship Committee, Library Trustee Application

PUBLIC HEARING

Parking & Traffic Control Ordinance – Specifically the addition of roads to be POSTED

SPECIAL VISIT

Department Head – Public Works, Tom Learned

MINUTES

April 19, 2016

RECOGNITION OF VISITORS - ITEMS NOT ON THE AGENDA

REPORTS

Town Manager Report

Financial Reports

COMMUNICATIONS

Planning Board Review of Tripp Lake Erosion Plan

OLD BUSINESS

TIF Fund Committee Discussion

Compost It Agreement

NEW BUSINESS

Refund of Permit fees request

Employee Recognition Dinner Discussion

McConaghy House Draft RFP

Beano License Renewal – Poland Sno-Travelers

Centerline Painting RFP

PAYABLES

ANY OTHER BUSINESS

EXECUTIVE SESSION – Real Estate Discussion

EXECUTIVE SESSION – Personnel Matter

CALENDAR

ADJOURNMENT

SELECTMENS ACTIVE LIST

Municipal Complex – Ongoing

Charter Revisions – Timeline set, November 1st

Tripp Lake Erosion – PB Review completed

TIF Budgeting – Workshops 1st and 3rd Wednesdays of the month at 6:30 PM

Hilt Hollow – TBD

Heart of Poland Easement – Moving forward with Conservation Committee

MANAGER'S REPORT

TOWN OF POLAND, MAINE

To: Board of Selectmen

Date: 5/3/16

CC: Department Heads, Committee Chairs

1. Meetings: I attended the retirement reception for MMWAC Executive Director Joe Kazar on the 26th and the Board of Directors on the 28th to approve the FY 17 MMWAC budget.

2. RSU 16 Budget: Members of the Board of Selectmen and I attended the RSU 16 budget presentation last Wednesday night at the PCS. The total budget is projected to go up \$206,852 over last year. State aid to the district is up \$133,959 from last year. The School Department estimates the Town of Poland share of the increase is \$95,848.00 which we project would result in an overall mil rate increase (including municipal) of \$.19; we had originally projected a higher school budget increase during the budget hearings. The District Budget Vote will be held at the High School on Monday, May 23rd at 6:30 PM and the Referendum vote will be held on Tuesday, June 14th.

3. Senior Center: The Poland Seniors Club will hold the "Grand Opening" of the Poland Senior Center on May 18th at 2:30. There will be a short ribbon cutting ceremony followed by an open house ending at 5:00 PM. Representatives from the Board of Selectmen will be present along with Senator Brakey, and Representatives Espling and McClellan and Sheriff Samson. The Senior Center is located in the basement of the Town Hall. We'd like to remind everyone seniors from Mechanic Falls and Minot are also welcome to the club.

4. Thanks: Recreation Director Scott Segal wanted to publicly thank Schan and Kim Martin owners of the Gridiron Sports Pub in Lewiston for their donation

of Gridiron cards to the Poland Rec. Football Program. The cards have a \$25 value at the pub and can be purchased for \$20 from the Poland Rec. Department. The proceeds all go to supporting the football program. The Martins have been doing this for many years.

5. Employee Training: Sharon Chammings our Finance Director attended two days of training at the Maine Municipal Association last Wednesday and Thursday. The training was primarily concerning payroll administration, labor law and employee wellness issues.

6. Seagull Problem at Tripp Lake: We have been communicating with the U.S. Department of Agriculture Wildlife Division regarding the situation. They explained the primary factor attracting the seagulls is farms placing open food waste in their fields for livestock. The USDA is also working with the Tripp Lake Association regarding the matter. Poland Spring Bottling's Natural Resources Manager has also been trying to assist.

7. Tripp Lake Beach: Scott Segal with assistance from Nick Adams is getting the final permits to proceed with the beach project. Our Public Works will create the "catch Pool" at the lower end of the beach to accommodate the storm water. We will then request DOT to proceed with the installation of the curbs along Rt-11 which will direct the storm water flow.

8. Five Corners Update: Due to a "slight hiccup" with the land taking process the DOT will be delaying sending out the bid until June which could result in most of the work being done during the fall, when school is back in session. They are hoping the land owner in question however will work with them thus allowing the bid to go out sooner. We will be meeting with DOT on site tomorrow (4/4) to view the re-direction plan of Winterbrook Road.

TO: Bradley Plante, Town Manager
FROM: Sharon Chammings, Finance Director
DATE: April 29, 2016
RE: Financial Statement Issues for FY2016

We are 83% through FY2016: 70.80% of budgeted expenditures have been expended and 87.27% of budgeted revenues have been received to date.

Revenue:

I have adjusted the Tax Commitment and Use of Reserves Revenue to reflect accurate budget balances.

Expenses:

The expenses are not currently reflected correctly because we are having a software issue. This problem is not letting us post any of the accounts payable warrants. Our Software representatives are working on the issues. I hope to have updated information for the BOS Meeting on May 3rd.

BI-WEEKLY REVENUE REPORT

Fund: 10

April

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
4010 - TOWN REPORT/NEWSLETTER AD	750.00	120.00	680.00	70.00	90.67
4020 - CASH REPORTING SHORT-OVER	0.00	1.29	91.13	-91.13	----
4030 - CD DEBRIS	0.00	0.00	0.00	0.00	----
4050 - CEMETERY TRUST FUND ASSES	0.00	0.00	0.00	0.00	----
4060 - CABLE TV FRANCHISE DISTRI	47,000.00	0.00	50,643.49	-3,643.49	107.75
4070 - URBAN RURAL INITIATIVE (LRAP)	70,000.00	0.00	72,868.00	-2,868.00	104.10
4080 - MMWAC MEMBER DISTRIBUTION	0.00	0.00	0.00	0.00	----
4090 - MISC STATE DISTRIBUTIONS	0.00	0.00	0.00	0.00	----
4100 - STATE PARK DISTRIBUTIONS	5,000.00	0.00	6,290.47	-1,290.47	125.81
4110 - STATE REVENUE DISTRIBUTIO	203,494.00	11,093.33	172,560.62	30,933.38	84.80
4120 - STATE TREE GROWTH FEE DIS	17,000.00	0.00	15,561.32	1,438.68	91.54
4130 - BOAT EXCISE	12,000.00	2,352.60	6,158.60	5,841.40	51.32
4140 - MOTOR VEHICLE EXCISE	1,000,000.00	111,112.75	906,914.56	93,085.44	90.69
4150 - AMBULANCE SERVICE FEES	155,000.00	-1,279.05	119,198.43	35,801.57	76.90
4151 - AMBULANCE MECHANIC FALLS	45,000.00	0.00	35,339.75	9,660.25	78.53
4155 - FIRE COPY REVENUE	0.00	0.00	0.00	0.00	----
4160 - ANIMAL LICENSE FEES & FIN	3,000.00	218.00	3,034.00	-34.00	101.13
4170 - BUSINESS REGISTRATION FEE	1,200.00	140.00	270.00	930.00	22.50
4180 - CODE ENFORCEMENT FEES	45,000.00	3,382.00	27,179.85	17,820.15	60.40
4190 - CUSTOMER SERVICE FEES	1,450.00	83.05	2,811.46	-1,361.46	193.89
4195 - HERITAGE VIDEO REVENUE	0.00	0.00	0.00	0.00	----
4200 - ELECTRICAL PERMIT FEES	9,000.00	427.20	5,520.55	3,479.45	61.34
4210 - INLAND FISHERIES AGENT FE	2,500.00	246.00	1,753.75	746.25	70.15
4220 - LIEN FEES	8,500.00	557.57	10,978.02	-2,478.02	129.15
4230 - MOTOR VEHICLE FEES	21,000.00	2,066.00	16,498.00	4,502.00	78.56
4240 - PLUMBING PERMIT FEES	12,000.00	1,550.00	8,028.30	3,971.70	66.90
4245 - FIRE PERMIT FEES	250.00	0.00	139.00	111.00	55.60
4250 - RETURN CHECK FEES	900.00	40.00	1,242.43	-342.43	138.05
4260 - SNOWMOBILE REGISTRATION F	1,000.00	0.00	1,353.79	-353.79	135.38
4270 - SOLID WASTE SERVICE FEES	20,000.00	1,379.00	13,884.00	6,116.00	69.42
4280 - TOWN BUILDINGS RENTAL FEES	1,500.00	0.00	510.00	990.00	34.00
4285 - NON RESIDENT RECREATION FEES	1,885.00	0.00	0.00	1,885.00	0.00
4290 - VITAL STATISTICS	3,850.00	312.80	2,608.60	1,241.40	67.76
4295 - NON RESIDENT BEACH PERMITS	900.00	0.00	630.00	270.00	70.00
4300 - RSU16 Garage Bay Maintenance	9,600.00	800.00	8,000.00	1,600.00	83.33
4310 - GENERAL ASSIST REIMBURSEM	10,000.00	0.00	1,357.40	8,642.60	13.57
4320 - HOMESTEAD REIMBURSEMENT	117,000.00	0.00	87,150.00	29,850.00	74.49
4330 - VETERANS EXEMPT REIMBURSE	3,600.00	0.00	0.00	3,600.00	0.00
4335 - INSURANCE REIMBURSEMENTS	0.00	0.00	1,855.30	-1,855.30	----
4340 - SOLID WASTE REVENUES	15,000.00	-615.82	-601.86	15,601.86	-4.01
4350 - SALE OF TIMBER	0.00	0.00	0.00	0.00	----
4360 - TAX ACQUIRED PROPERTY	0.00	0.00	0.00	0.00	----
4370 - TAX COMMITMENT REVENUE	0.00	4,043.57	10,450,194.26	-10,450,194.26	----
4380 - GAIN ON TAX ACQUIRED PROP	0.00	0.00	0.00	0.00	----
4390 - TAX PENALTY INTEREST	30,000.00	1,243.80	25,962.38	4,037.62	86.54
4400 - PAYMENTS IN LIEU OF TAXES	0.00	0.00	0.00	0.00	----
4420 - TIF REVENUES	0.00	0.00	0.00	0.00	----
4430 - USE OF CEMETERY FUNDS	0.00	0.00	0.00	0.00	----
4440 - USE OF RESERVES	50,000.00	0.00	0.00	50,000.00	0.00
4450 - USE OF TIF FUNDS	0.00	0.00	0.00	0.00	----
4460 - USE OF UNDESIGNATED FB	0.00	0.00	0.00	0.00	----
4470 - USE OF DESIGNATED FB	0.00	0.00	0.00	0.00	----
4480 - T&M COMMERCIAL FUNDING	0.00	0.00	0.00	0.00	----
4500 - MISCELLANEOUS REVENUES	5,000.00	0.00	17,877.80	-12,877.80	357.56
4510 - INVESTMENT INTEREST	9,000.00	0.00	962.78	8,037.22	10.70
4520 - SALE OF ASSETS	0.00	0.00	0.00	0.00	----
4530 - RESCUE CONTRACTUAL WRITE	0.00	0.00	0.00	0.00	----
4540 - BETE REIMBURSEMENT	361,398.00	32.00	338,098.00	23,300.00	93.55
4550 - FIRE BOND REVENUE	0.00	0.00	0.00	0.00	----
Final Totals	2,299,777.00	139,306.09	12,413,604.18	-10,113,827.18	539.77
4370 - TAX COMMITMENT REVENUE	0.00	4,043.57	10,450,194.26	-10,450,194.26	----
4440 - USE OF RESERVES	50,000.00	0.00	0.00	50,000.00	0.00
Budgeted Totals	2,249,777.00	135,262.52	1,963,409.92	286,367.08	87.27%

BI-WEEKLY EXPENSE REPORT

Fund: 10
April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
110 - ADMINISTRATI	573,781.00	33,090.75	494,286.38	79,494.62	86.15
01 - ADMIN	417,238.00	28,708.17	347,529.63	69,708.37	83.29
05 - CONTRACTED	95,300.00	746.19	97,555.35	-2,255.35	102.37
06 - BLDGS & GRND	49,658.00	2,998.89	40,481.40	9,176.60	81.52
07 - CABLE TV	11,585.00	637.50	8,720.00	2,865.00	75.27
120 - COMM SERVCS	284,429.00	11,690.26	231,722.59	52,706.41	81.47
01 - PLANNING&DEV	94,910.00	5,932.00	75,500.96	19,409.04	79.55
02 - RECREATION	73,362.00	5,344.20	61,664.34	11,697.66	84.05
03 - HEALTH OFFCR	2,145.00	414.06	1,076.56	1,068.44	50.19
04 - BEACH MAINT	3,210.00	0.00	2,594.33	615.67	80.82
05 - CONSERVATION	14,300.00	0.00	8,000.00	6,300.00	55.94
06 - GENL ASSIST	20,000.00	0.00	6,384.40	13,615.60	31.92
08 - SOC SERVC AG	4,000.00	0.00	4,000.00	0.00	100.00
09 - RICKER LIB	72,502.00	0.00	72,502.00	0.00	100.00
130 - PUB WORKS	792,883.00	37,143.68	560,703.34	232,179.66	70.72
01 - PUBLIC WORKS	582,881.00	26,027.60	411,818.03	171,062.97	70.65
02 - SOLID WASTE	210,002.00	11,116.08	148,885.31	61,116.69	70.90
140 - PUB SAFETY	945,681.45	52,364.13	801,590.84	144,090.61	84.76
01 - FIRE RESCUE	639,759.45	49,081.40	517,929.24	121,830.21	80.96
02 - LAW ENFORCEM	227,994.00	1,248.23	219,007.89	8,986.11	96.06
03 - DISPATCHING	35,647.00	99.08	28,497.34	7,149.66	79.94
04 - ANIMAL CTRL	9,600.00	300.00	6,865.20	2,734.80	71.51
05 - STREET LIGHT	12,000.00	0.00	12,455.77	-455.77	103.80
06 - FIREHYDRANTS	15,231.00	1,218.75	12,218.70	3,012.30	80.22
07 - EMER MANGMT	5,450.00	416.67	4,616.70	833.30	84.71
150 - FINAN SERVCS	9,276,765.00	28,015.66	6,145,613.21	3,131,151.79	66.25
01 - CONTINGENCY	0.00	0.00	0.00	0.00	----
02 - DEBT	274,540.00	14,551.62	275,516.85	-976.85	100.36
03 - MUN INSURANC	48,650.00	184.60	47,119.78	1,530.22	96.85
04 - EE BENEFITS	511,894.00	13,279.44	385,389.78	126,504.22	75.29
06 - CIP	883,710.00	0.00	0.00	883,710.00	0.00
07 - RSU 16	6,360,174.00	0.00	5,437,586.80	922,587.20	85.49
10 - TIF TO PS 1	713,175.00	0.00	0.00	713,175.00	0.00
11 - TIF TO VILLA	86,757.00	0.00	0.00	86,757.00	0.00
12 - TIF TO PS 2	397,865.00	0.00	0.00	397,865.00	0.00
15 - USE DESIG FB	0.00	0.00	0.00	0.00	----
160 - COUNTY TAX	716,690.00	0.00	716,689.48	0.52	100.00
170 - OVERLAY	60,000.00	985.05	5,851.17	54,148.83	9.75
Final Totals	12,650,229.45	163,289.53	8,956,457.01	3,693,772.44	70.80

BI-WEEKLY EXPENSE REPORT

Fund: 10
April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
110 - ADMINISTRATI	573,781.00	33,090.75	494,286.38	79,494.62	86.15
01 - ADMIN	417,238.00	28,708.17	347,529.63	69,708.37	83.29
5100 - FT WAGES	307,174.00	25,624.03	274,782.10	32,391.90	89.45
5110 - OTHER WAGES	7,761.00	312.82	4,664.39	3,096.61	60.10
5120 - OT WAGES	2,000.00	180.66	483.80	1,516.20	24.19
5130 - ALLOWANCE	4,795.00	720.37	2,699.28	2,095.72	56.29
5140 - TRAINING	2,625.00	187.50	936.50	1,688.50	35.68
5200 - ELECTRICITY	9,000.00	0.00	6,229.45	2,770.55	69.22
5205 - PHONE	3,480.00	291.42	2,930.03	549.97	84.20
5210 - MAIN-REPAIRS	0.00	0.00	0.00	0.00	----
5215 - INTERNET	1,560.00	0.00	1,434.72	125.28	91.97
5220 - HEAT	15,000.00	0.00	8,285.74	6,714.26	55.24
5225 - WATER	1,375.00	133.76	1,549.93	-174.93	112.72
5235 - POSTAGE	11,355.00	0.00	4,749.50	6,605.50	41.83
5245 - OFF EQP/FEES	0.00	0.00	0.00	0.00	----
5246 - CONT SVCS	0.00	0.00	0.00	0.00	----
5320 - REG OF DEEDS	7,350.00	43.00	6,904.79	445.21	93.94
5330 - DUES/SUBSCR	16,240.00	0.00	16,330.32	-90.32	100.56
5335 - ADVERTISING	1,500.00	22.61	1,923.01	-423.01	128.20
5340 - PRINTING	8,455.00	1,192.00	4,212.19	4,242.81	49.82
5345 - BANK FEES	6,750.00	0.00	462.47	6,287.53	6.85
5350 - PROF SERVICE	0.00	0.00	0.00	0.00	----
5355 - PAYROLL SERV	0.00	0.00	0.00	0.00	----
5360 - SPECIAL EVEN	950.00	0.00	662.69	287.31	69.76
5400 - OFFICE SUPP	6,500.00	0.00	7,060.72	-560.72	108.63
5415 - ELECTION SUP	3,368.00	0.00	1,228.00	2,140.00	36.46
5420 - GRNDS SUPP	0.00	0.00	0.00	0.00	----
05 - CONTRACTED	95,300.00	746.19	97,555.35	-2,255.35	102.37
5160 - ASSESS AGENT	35,000.00	0.00	22,025.29	12,974.71	62.93
5245 - OFF EQP/FEES	30,000.00	0.00	30,953.28	-953.28	103.18
5305 - AUDIT	13,500.00	0.00	13,500.00	0.00	100.00
5315 - LEGAL	10,000.00	746.19	24,498.54	-14,498.54	244.99
5325 - PLANNING	0.00	0.00	0.00	0.00	----
5330 - DUES/SUBSCR	0.00	0.00	0.00	0.00	----
5350 - PROF SERVICE	0.00	0.00	0.00	0.00	----
5355 - PAYROLL SERV	6,800.00	0.00	6,578.24	221.76	96.74
06 - BLDGS & GRND	49,658.00	2,998.89	40,481.40	9,176.60	81.52
5100 - FT WAGES	31,658.00	2,435.20	26,297.68	5,360.32	83.07
5120 - OT WAGES	0.00	0.00	0.00	0.00	----
5420 - GRNDS SUPP	18,000.00	563.69	14,183.72	3,816.28	78.80
07 - CABLE TV	11,585.00	637.50	8,720.00	2,865.00	75.27
5110 - OTHER WAGES	7,650.00	637.50	6,375.00	1,275.00	83.33
5245 - OFF EQP/FEES	500.00	0.00	0.00	500.00	0.00
5350 - PROF SERVICE	3,300.00	0.00	2,250.00	1,050.00	68.18
5400 - OFFICE SUPP	135.00	0.00	95.00	40.00	70.37
120 - COMM SVCS	284,429.00	11,690.26	231,722.59	52,706.41	81.47
01 - PLANNING&DEV	94,910.00	5,932.00	75,500.96	19,409.04	79.55
5100 - FT WAGES	56,597.00	4,353.60	46,870.33	9,726.67	82.81
5110 - OTHER WAGES	21,913.00	1,498.40	15,740.55	6,172.45	71.83
5120 - OT WAGES	0.00	0.00	0.00	0.00	----
5130 - ALLOWANCE	5,600.00	80.00	3,779.59	1,820.41	67.49
5140 - TRAINING	1,000.00	0.00	449.00	551.00	44.90

BI-WEEKLY EXPENSE REPORT

Fund: 10

April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
120 - COMM SVCS CONT'D					
5200 - ELECTRICITY	0.00	0.00	0.00	0.00	----
5205 - PHONE	0.00	0.00	0.00	0.00	----
5245 - OFF EQP/FEES	2,600.00	0.00	2,000.00	600.00	76.92
5325 - PLANNING	6,000.00	0.00	5,649.54	350.46	94.16
5330 - DUES/SUBSCR	1,200.00	0.00	1,011.95	188.05	84.33
5350 - PROF SERVICE	0.00	0.00	0.00	0.00	----
5400 - OFFICE SUPP	0.00	0.00	0.00	0.00	----
02 - RECREATION	73,362.00	5,344.20	61,664.34	11,697.66	84.05
5100 - FT WAGES	55,786.00	4,291.20	46,821.82	8,964.18	83.93
5110 - OTHER WAGES	17,576.00	1,053.00	14,842.52	2,733.48	84.45
5120 - OT WAGES	0.00	0.00	0.00	0.00	----
03 - HEALTH OFFCR	2,145.00	414.06	1,076.56	1,068.44	50.19
5110 - OTHER WAGES	1,325.00	414.06	1,076.56	248.44	81.25
5130 - ALLOWANCE	300.00	0.00	0.00	300.00	0.00
5410 - EQUIP SUPP	520.00	0.00	0.00	520.00	0.00
04 - BEACH MAINT	3,210.00	0.00	2,594.33	615.67	80.82
5110 - OTHER WAGES	2,145.00	0.00	2,261.25	-116.25	105.42
5210 - MAIN-REPAIRS	1,065.00	0.00	333.08	731.92	31.28
05 - CONSERVATION	14,300.00	0.00	8,000.00	6,300.00	55.94
5311 - LAKE PROTECT	3,000.00	0.00	3,000.00	0.00	100.00
5312 - PCC	1,300.00	0.00	0.00	1,300.00	0.00
5313 - CONS DAM REP	10,000.00	0.00	5,000.00	5,000.00	50.00
5325 - PLANNING	0.00	0.00	0.00	0.00	----
06 - GENL ASSIST	20,000.00	0.00	6,384.40	13,615.60	31.92
08 - SOC SVRC AG	4,000.00	0.00	4,000.00	0.00	100.00
09 - RICKER LIB	72,502.00	0.00	72,502.00	0.00	100.00
130 - PUB WORKS	792,883.00	37,143.68	560,703.34	232,179.66	70.72
01 - PUBLIC WORKS	582,881.00	26,027.60	411,818.03	171,062.97	70.65
5100 - FT WAGES	149,498.00	19,140.52	124,635.32	24,862.68	83.37
5110 - OTHER WAGES	9,548.00	1,140.00	8,557.50	990.50	89.63
5120 - OT WAGES	2,200.00	290.55	2,023.63	176.37	91.98
5130 - ALLOWANCE	8,000.00	200.00	4,969.42	3,030.58	62.12
5140 - TRAINING	750.00	0.00	245.00	505.00	32.67
5200 - ELECTRICITY	5,000.00	0.00	3,665.18	1,334.82	73.30
5205 - PHONE	740.00	32.17	306.13	433.87	41.37
5210 - MAIN-REPAIRS	10,500.00	0.00	7,634.44	2,865.56	72.71
5215 - INTERNET	840.00	0.00	637.15	202.85	75.85
5220 - HEAT	6,000.00	0.00	1,907.17	4,092.83	31.79
5225 - WATER	330.00	27.47	183.34	146.66	55.56
5230 - VEHICLES	19,500.00	0.00	13,172.37	6,327.63	67.55
5240 - GAS/DIESEL	20,000.00	4,745.30	22,459.78	-2,459.78	112.30
5270 - MSW TIPPING	0.00	0.00	0.00	0.00	----
5275 - RECY & PULL	0.00	0.00	0.00	0.00	----
5330 - DUES/SUBSCR	0.00	0.00	500.00	-500.00	----
5350 - PROF SERVICE	1,185.00	0.00	445.00	740.00	37.55
5365 - PHYS/DRUG SC	1,650.00	0.00	713.00	937.00	43.21
5370 - WASTE DISPOS	0.00	0.00	0.00	0.00	----
5375 - RENTAL EQUIP	17,900.00	0.00	13,863.25	4,036.75	77.45
5380 - CATCHBS CLN	3,600.00	0.00	2,400.00	1,200.00	66.67
5385 - ROAD MOWING	0.00	0.00	0.00	0.00	----
5390 - TREE CUTTING	4,500.00	0.00	0.00	4,500.00	0.00
5400 - OFFICE SUPP	450.00	0.00	237.69	212.31	52.82

BI-WEEKLY EXPENSE REPORT

Fund: 10
April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
130 - PUB WORKS CONT'D					
5410 - EQUIP SUPP	0.00	0.00	0.00	0.00	----
5420 - GRNDS SUPP	0.00	0.00	0.00	0.00	----
5430 - ROAD SUPP	0.00	0.00	0.00	0.00	----
5435 - PROT CLOTHIN	1,200.00	0.00	355.25	844.75	29.60
5445 - CULVERTS	8,000.00	0.00	0.00	8,000.00	0.00
5450 - EROSION MAT	12,000.00	0.00	5,859.76	6,140.24	48.83
5452 - ROAD STRIPIN	8,000.00	0.00	1,040.74	6,959.26	13.01
5455 - GRAVEL	16,200.00	0.00	11,431.05	4,768.95	70.56
5460 - SURF PATCH	9,000.00	0.00	8,559.78	440.22	95.11
5465 - SALT	0.00	0.00	0.00	0.00	----
5467 - SAND	0.00	0.00	0.00	0.00	----
5470 - CUTTING EDGE	0.00	0.00	0.00	0.00	----
5475 - SIGNS	3,000.00	0.00	1,952.60	1,047.40	65.09
5480 - TOOLS, PARTS	2,800.00	0.00	327.75	2,472.25	11.71
5485 - WELDING SUP	400.00	0.00	0.00	400.00	0.00
5490 - MEDICAL SUP	0.00	0.00	0.00	0.00	----
5500 - MINOR CPTL	0.00	0.00	0.00	0.00	----
6100 - FT WAGE SNOW	99,666.00	0.00	81,491.62	18,174.38	81.76
6110 - OTHR WGE SNO	6,364.00	0.00	4,611.75	1,752.25	72.47
6120 - OT WAGE SNOW	19,800.00	0.00	10,941.57	8,858.43	55.26
6230 - VEHICLES SNO	19,500.00	451.59	16,054.94	3,445.06	82.33
6240 - GAS/DSL SNOW	27,000.00	0.00	0.00	27,000.00	0.00
6375 - RENT EQ SNOW	5,600.00	0.00	0.00	5,600.00	0.00
6450 - EROS MAT SNO	600.00	0.00	0.00	600.00	0.00
6455 - GRAVEL SNOW	1,800.00	0.00	1,943.01	-143.01	107.95
6460 - SURF PAT SNO	1,000.00	0.00	1,834.05	-834.05	183.41
6465 - SALT SNO&ICE	52,000.00	0.00	43,607.04	8,392.96	83.86
6467 - SAND SNO&ICE	15,000.00	0.00	1,485.00	13,515.00	9.90
6470 - CUT EDGE SNO	10,000.00	0.00	11,700.00	-1,700.00	117.00
6475 - SIGNS SNO&IC	660.00	0.00	66.75	593.25	10.11
6480 - TLS/PART SNO	700.00	0.00	0.00	700.00	0.00
6485 - WELD SUP SNO	400.00	0.00	0.00	400.00	0.00
02 - SOLID WASTE	210,002.00	11,116.08	148,885.31	61,116.69	70.90
5100 - FT WAGES	72,031.00	4,743.50	51,634.41	20,396.59	71.68
5110 - OTHER WAGES	13,260.00	741.39	15,790.02	-2,530.02	119.08
5120 - OT WAGES	0.00	0.00	23.49	-23.49	----
5130 - ALLOWANCE	1,500.00	40.00	280.00	1,220.00	18.67
5140 - TRAINING	150.00	0.00	0.00	150.00	0.00
5200 - ELECTRICITY	3,000.00	0.00	1,987.29	1,012.71	66.24
5205 - PHONE	340.00	34.45	337.58	2.42	99.29
5210 - MAIN-REPAIRS	2,500.00	0.00	1,730.38	769.62	69.22
5220 - HEAT	800.00	0.00	296.76	503.24	37.10
5230 - VEHICLES	2,000.00	0.00	41.00	1,959.00	2.05
5240 - GAS/DIESEL	4,000.00	103.97	834.67	3,165.33	20.87
5270 - MSW TIPPING	63,621.00	2,706.00	44,347.65	19,273.35	69.71
5275 - RECY & PULL	30,000.00	2,495.30	22,050.40	7,949.60	73.50
5280 - TIRE DISPOS	500.00	0.00	517.60	-17.60	103.52
5285 - BULK & GRIND	10,000.00	251.47	3,543.30	6,456.70	35.43
5290 - HHW DISP	750.00	0.00	1,267.43	-517.43	168.99
5295 - UNIV WASTE	0.00	0.00	125.28	-125.28	----
5296 - COMPOSTING	0.00	0.00	0.00	0.00	----
5330 - DUES/SUBSCR	500.00	0.00	455.00	45.00	91.00
5365 - PHYS/DRUG SC	0.00	0.00	0.00	0.00	----

BI-WEEKLY EXPENSE REPORT

Fund: 10
April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
130 - PUB WORKS CONT'D					
5410 - EQUIP SUPP	1,000.00	0.00	316.98	683.02	31.70
5420 - GRNDS SUPP	3,800.00	0.00	3,306.07	493.93	87.00
5430 - ROAD SUPP	0.00	0.00	0.00	0.00	----
5480 - TOOLS, PARTS	250.00	0.00	0.00	250.00	0.00
140 - PUB SAFETY	945,681.45	52,364.13	801,590.84	144,090.61	84.76
01 - FIRE RESCUE	639,759.45	49,081.40	517,929.24	121,830.21	80.96
5100 - FT WAGES	175,417.45	16,982.34	160,183.35	15,234.10	91.32
5110 - OTHER WAGES	296,325.00	18,953.37	223,362.58	72,962.42	75.38
5120 - OT WAGES	16,500.00	4,825.11	29,343.75	-12,843.75	177.84
5130 - ALLOWANCE	4,350.00	40.00	1,620.18	2,729.82	37.25
5140 - TRAINING	10,000.00	3,200.00	6,529.20	3,470.80	65.29
5200 - ELECTRICITY	10,000.00	0.00	9,503.81	496.19	95.04
5205 - PHONE	6,500.00	156.90	4,525.38	1,974.62	69.62
5210 - MAIN-REPAIRS	0.00	0.00	0.00	0.00	----
5215 - INTERNET	0.00	0.00	0.00	0.00	----
5220 - HEAT	13,500.00	688.15	7,403.43	6,096.57	54.84
5225 - WATER	2,390.00	142.37	1,432.51	957.49	59.94
5230 - VEHICLES	22,000.00	335.95	11,631.71	10,368.29	52.87
5240 - GAS/DIESEL	12,000.00	1,032.78	7,100.47	4,899.53	59.17
5245 - OFF EQP/FEES	5,000.00	0.00	1,903.33	3,096.67	38.07
5310 - MINOR DNU	0.00	0.00	0.00	0.00	----
5330 - DUES/SUBSCR	2,760.00	0.00	1,270.76	1,489.24	46.04
5350 - PROF SERVICE	0.00	0.00	0.00	0.00	----
5365 - PHYS/DRUG SC	4,500.00	0.00	1,278.54	3,221.46	28.41
5370 - WASTE DISPOS	2,275.00	0.00	270.00	2,005.00	11.87
5400 - OFFICE SUPP	6,000.00	0.00	3,143.85	2,856.15	52.40
5410 - EQUIP SUPP	15,000.00	2,163.01	16,105.42	-1,105.42	107.37
5420 - GRNDS SUPP	8,500.00	94.18	10,810.47	-2,310.47	127.18
5435 - PROT CLOTHIN	9,350.00	467.24	8,660.40	689.60	92.62
5440 - FIRE MED REI	0.00	0.00	0.00	0.00	----
5490 - MEDICAL SUP	15,392.00	0.00	11,525.10	3,866.90	74.88
5495 - OSHA EQUIP	2,000.00	0.00	325.00	1,675.00	16.25
6000 - FIRE STATION	0.00	0.00	0.00	0.00	----
02 - LAW ENFORCEM	227,994.00	1,248.23	219,007.89	8,986.11	96.06
5205 - PHONE	400.00	33.64	316.64	83.36	79.16
5210 - MAIN-REPAIRS	300.00	0.00	160.00	140.00	53.33
5230 - VEHICLES	600.00	0.00	0.00	600.00	0.00
5240 - GAS/DIESEL	18,000.00	1,214.59	9,837.77	8,162.23	54.65
5350 - PROF SERVICE	208,694.00	0.00	208,693.48	0.52	100.00
5400 - OFFICE SUPP	0.00	0.00	0.00	0.00	----
03 - DISPATCHING	35,647.00	99.08	28,497.34	7,149.66	79.94
04 - ANIMAL CTRL	9,600.00	300.00	6,865.20	2,734.80	71.51
05 - STREET LIGHT	12,000.00	0.00	12,455.77	-455.77	103.80
06 - FIREHYDRANTS	15,231.00	1,218.75	12,218.70	3,012.30	80.22
07 - EMER MANGMT	5,450.00	416.67	4,616.70	833.30	84.71
150 - FINAN SERVCS	9,276,765.00	28,015.66	6,145,613.21	3,131,151.79	66.25
01 - CONTINGENCY	0.00	0.00	0.00	0.00	----
02 - DEBT	274,540.00	14,551.62	275,516.85	-976.85	100.36
5260 - FINAN OUTLAY	0.00	0.00	0.00	0.00	----
5710 - DEBT TSFR ST	0.00	0.00	0.00	0.00	----
5715 - DEBT MMWAC	0.00	0.00	0.00	0.00	----

BI-WEEKLY EXPENSE REPORT

Fund: 10
April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
150 - FINAN SERVCS CONT'D					
5720 - DEBT PWD GAR	88,655.00	14,242.42	89,632.36	-977.36	101.10
5725 - DEBT PLAIN R	32,297.00	309.20	32,296.45	0.55	100.00
5730 - FIRE STATION	153,588.00	0.00	153,588.04	-0.04	100.00
03 - MUN INSURANC	48,650.00	184.60	47,119.78	1,530.22	96.85
04 - EE BENEFITS	511,894.00	13,279.44	385,389.78	126,504.22	75.29
5260 - FINAN OUTLAY	0.00	0.00	0.00	0.00	----
5810 - HEALTH INS	270,620.00	0.00	187,757.31	82,862.69	69.38
5815 - ICMA/MPRS	61,995.00	5,378.68	57,539.43	4,455.57	92.81
5820 - SOC SEC/FICA	94,229.00	7,900.76	80,577.74	13,651.26	85.51
5825 - WORKER'S COM	59,750.00	0.00	43,671.30	16,078.70	73.09
5830 - UNEMPLOY	19,200.00	0.00	14,824.00	4,376.00	77.21
5835 - SICK PAYOUT	3,000.00	0.00	0.00	3,000.00	0.00
5840 - VOLUNT INS	1,800.00	0.00	1,020.00	780.00	56.67
5845 - SAFETY WELL	1,000.00	0.00	0.00	1,000.00	0.00
5850 - EDUC INCENT	300.00	0.00	0.00	300.00	0.00
5860 - COLA/MERIT	0.00	0.00	0.00	0.00	----
06 - CIP	883,710.00	0.00	0.00	883,710.00	0.00
07 - RSU 16	6,360,174.00	0.00	5,437,586.80	922,587.20	85.49
10 - TIF TO PS 1	713,175.00	0.00	0.00	713,175.00	0.00
11 - TIF TO VILLA	86,757.00	0.00	0.00	86,757.00	0.00
12 - TIF TO PS 2	397,865.00	0.00	0.00	397,865.00	0.00
15 - USE DESIG FB	0.00	0.00	0.00	0.00	----
160 - COUNTY TAX	716,690.00	0.00	716,689.48	0.52	100.00
170 - OVERLAY	60,000.00	985.05	5,851.17	54,148.83	9.75
Final Totals	12,650,229.45	163,289.53	8,956,457.01	3,693,772.44	70.80

Total PW wages

Account	Budget	Budget	Budget	Total	YTD	YTD	YTD	Unexpended	Percent
								Balance	Spent
130 - PUB WORKS									
01 - PUBLIC WORKS									
5100 - FT WAGES	149,498.00	99,666.00	249,164.00	124,635.32	81,491.62	206,126.94	43,037.06	82.73%	
5110 - OTHER WAGES	9,548.00	6,364.00	15,912.00	8,557.50	4611.75	13,169.25	2,742.75	82.76%	
5120 - OT WAGES	2,200.00	19,800.00	22,000.00	2,023.63	10,941.57	12,965.20	9,034.80	58.93%	
6100 - FT WAGE SNOW	99,666.00			81,491.62					
6110 - OTHR WGE SNO	6,364.00			4,611.75					
6120 - OT WAGE SNOW	19,800.00			10,941.57					

FY2016 LIBRARY REVENUES & EXPENSES

Department	Budget	Current Month	Year To Date	Balance	Percent
RICKER LIBRARY					
REVENUES	137,999.00	18,658.30	161,562.37	-23,563.37	117.08%
EXPENSES	137,999.00	7,443.71	117,278.02	20,720.98	84.98%
Net Profit / (Loss)	0.00	11,214.59	44,284.35	(44,284.35)	

FY2016 PCC REVENUES & EXPENSES

Beginning of year balance: \$ 7,567.80

Money in:

7/30/15 Town's Appropriation \$ 1,300.00
10/30/15 TLIA Donation \$ 500.00

Money out:

\$ -

Current Balance

\$ 9,367.80

BI-WEEKLY EXPENSE REPORT

Fund: 40
April

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
400 - PSB TIF 1	600,373.00	0.00	457,340.33	143,032.67	76.18
01 - PSB TIF I	600,373.00	0.00	457,340.33	143,032.67	76.18
5220 - HEAT	0.00	0.00	0.00	0.00	----
5230 - VEHICLES	0.00	0.00	0.00	0.00	----
5250 - DEBT SVC	366,017.00	0.00	346,527.71	19,489.29	94.68
5260 - FINAN OUTLAY	17,986.00	0.00	0.00	17,986.00	0.00
5265 - PSB 40% PYBK	188,640.00	0.00	97,718.00	90,922.00	51.80
5300 - MAJOR DNU	0.00	0.00	0.00	0.00	----
5309 - MISC EXP	0.00	0.00	0.00	0.00	----
5310 - MINOR DNU	0.00	0.00	0.00	0.00	----
5345 - BANK FEES	250.00	0.00	0.00	250.00	0.00
5350 - PROF SERVICE	2,500.00	0.00	0.00	2,500.00	0.00
5410 - EQUIP SUPP	0.00	0.00	0.00	0.00	----
5620 - HYDRANT	24,980.00	0.00	13,094.62	11,885.38	52.42
401 - PSB TIF 2	519,690.00	293.44	1,008,004.39	-488,314.39	193.96
01 - PSB TIF 2	519,690.00	293.44	1,008,004.39	-488,314.39	193.96
5220 - HEAT	0.00	0.00	0.00	0.00	----
5250 - DEBT SVC	305,105.00	0.00	261,356.34	43,748.66	85.66
5260 - FINAN OUTLAY	9,592.00	0.00	0.00	9,592.00	0.00
5265 - PSB 40% PYBK	157,033.00	0.00	721,461.50	-564,428.50	459.43
5345 - BANK FEES	100.00	0.00	0.00	100.00	0.00
5350 - PROF SERVICE	2,500.00	0.00	3,900.52	-1,400.52	156.02
5600 - WATER LINE	0.00	0.00	0.00	0.00	----
5610 - SO VILLAGE	0.00	0.00	0.00	0.00	----
5620 - HYDRANT	0.00	0.00	0.00	0.00	----
5650 - CEDC	45,360.00	293.44	21,286.03	24,073.97	46.93
402 - DTV TIF	83,399.00	68.99	61,351.20	22,047.80	73.56
01 - DTV TIF	83,399.00	68.99	61,351.20	22,047.80	73.56
5220 - HEAT	0.00	0.00	0.00	0.00	----
5250 - DEBT SVC	51,750.00	0.00	49,937.23	1,812.77	96.50
5260 - FINAN OUTLAY	2,398.00	0.00	0.00	2,398.00	0.00
5345 - BANK FEES	150.00	0.00	10.65	139.35	7.10
5350 - PROF SERVICE	2,000.00	0.00	0.00	2,000.00	0.00
5600 - WATER LINE	0.00	0.00	0.00	0.00	----
5620 - HYDRANT	2,350.00	0.00	0.00	2,350.00	0.00
5630 - JTK 50% PYBK	14,111.00	0.00	7,335.58	6,775.42	51.98
5650 - CEDC	10,640.00	68.99	4,067.74	6,572.26	38.23
6376 - SKID STEER	0.00	0.00	0.00	0.00	----
Final Totals	1,203,462.00	362.43	1,526,695.92	-323,233.92	126.86



Planning Board Office

1231 Maine Street,
Poland, Maine 04274-7328

April 12, 2016

Town of Poland
1231 Maine Street
Poland, Maine 04274

Dear Mr. Plante,

RE: Formal Shoreland Zoning Application – Map 28, Lot 6

This letter confirms the Planning Board's decision to accept your application on April 12, 2016 with the following conditions:

- Soil disturbance during the period Mar 1st to May 1st is prohibited.
- Any disturbed soils shall be re-vegetated immediately upon completion of construction and any disturbed soils within 100-ft. of the high water mark shall be re-vegetated with indigenous plants.
- The applicants shall provide the Code Enforcement officer with an erosion and storm water review as recommended by the Androscoggin Soil and Water Conservation District before the issuance of any building permits. The re-vegetation shall be completed before the issuance of the Certificate of Occupancy.
- Soil Erosion Control and Stormwater Management Measures shall be in place prior to construction; the Code Enforcement Officer may require additional measures be taken.
- Plan approval is also conditioned upon compliance by the Applicant with the Plans and specifications which have been received by the Planning Board in connection with the development proposal as well as with any oral or written commitments regarding the project which were specifically made by the Applicant to the Board in the course of its deliberations.
- This approval will expire twelve (12) months from the date of Planning Board approval if the project or the use has not been started within this allotted time.
- Building/use permits shall be obtained prior to the start of construction/use.
- The applicant must apply for and obtain all applicable permits for the proposed development under the Natural Resources Protection Act, Title 38 M.R.S.A. section 480-C, the Site Location of Development Act, the Erosion and Sedimentation Control law, Title 38 M.R.S.A. section 420-C, the Stormwater Management Law, the Federal Clean

CEO Office Tel: 207-998-4604

Main Office Tel: 207-998-4601

E-mail: asirois@polandtownoffice.org

Waters Act as delegated to the State of Maine, and all other applicable state and federal laws regulating the use or development of land.

A site walk and public hearing will not be required. The finding of facts will be reviewed at the next meeting. If you have any questions please feel free to contact the Planning and Development Office at 998-4604.

Sincerely,

William Foster
Town of Poland
Planning Board Chairman

WF: ALS

Town of Poland

COMPOSTING PROPOSAL

DECEMBER 2015



PROPOSAL.

We Compost It! (WCI) proposes to collect and manage residential organic waste from one or more Town of Poland (the Town) locations with WCI's convenient and cost effective food scrap recycling system. WCI shall offer complimentary consulting and staff training to ensure that the Town enjoys a smooth transition to food scrap upcycling. WCI shall provide food waste collection and management service for a transport fee of \$9.50 per collection visit and a management fee of \$4.00 per tote collected, as detailed in Addendum 1, *Scope of Services*.

COLLABORATIVE OUTREACH & MARKETING.

We Compost It! shall work with the Town to promote the residential drop-off program to residents of the Town to boost participation and maximize the benefits of the program.

COMPOST for TOWN OF POLAND RESIDENTS

We Compost It! shall provide high-quality, screened compost to The Town at a 35% discount off WCI's regular retail price for distribution to Town residents who participate in the residential drop-off composting program, and for landscaping projects within the Town.

SERVICE.

WCI shall provide 35-gallon, wheeled and lidded food waste collection totes for storage of compostable waste at Town location(s) between collection visits. WCI shall line each tote with a thick, durable liner. During each collection visit, WCI shall remove the soiled liner, spray the inside of each tote with deodorizing enzymatic cleaner, and re-line the tote with a fresh liner for ongoing service. Compostable waste acceptable to WCI is defined in Addendum 2, *Acceptable Compost*.

ABOUT We Compost It!

WCI currently serves over 100 composting partners in southern and central Maine, from St. Mary's Hospital and DaVinci's in Lewiston to Maine Medical Center and the Portland Jetport. WCI partners with 35 schools to compost cafeteria waste and educate the next generation about the benefits of composting. WCI has implemented residential drop-off programs in the Towns of Falmouth and Freeport and will launch additional Town transfer station programs in 2016. WCI transforms food waste to organic compost endorsed by the Maine Organic Farmers & Gardeners Association in Poland, Maine.

COMPOST SERVICE AGREEMENT
Maine Waste Solutions, LLC – DBA We Compost It!

This Agreement made and entered into this 3rd day of May, 2016, by and between Town of Poland, (hereinafter “Client”), having a principal place of business at 1231 Maine Street, Poland, Maine, and Maine Waste Solutions, LLC (hereinafter “Contractor”), having a principal place of business at 100 Bark Mulch Drive, Auburn, Maine.

In consideration of the mutual covenants herein contained, the sufficiency of which is hereby acknowledged by both parties, the parties agree as follows:

1. **Waste Acceptance Protocol:** Client agrees to comply with Contractor’s standards for Acceptable Organics, (hereinafter, “Compost”), as defined in Addendum II of this agreement.
 - a. Contractor shall provide 1/2 (One-half) hour of training to Client staff on Contractor’s standards for acceptable Compost at a pre-scheduled date for no charge.
2. **Conditions of Compost Removal:** Beginning on or around February 1, 2016 Contractor agrees to remove Compost from the premises of Client.
 - a. Contractor shall supply 35 (thirty-five) gallon totes for the removal of Compost from Client.
 - b. Client shall deposit totes for Contractor collection in a designated area on the Client’s premises agreed to by both parties, and ensure that Contractor has unobstructed access to said area 24 hours per day.
 - c. Contractor shall collect Compost from totes and Client’s Baseline Service shall be 1 (One) collection stop per week and 2 (Two) totes per collection stop (hereinafter “Baseline Service”).
 - d. Client shall have the option to purchase from Contractor fully processed, screened, and mature compost soil amendment for distribution to Poland residents who participate in the residential Compost program, and Contractor shall provide said soil amendment at a 30 (Thirty) percent discount from Contractor’s regular retail price.
 - e. Client shall collaborate with Contractor to promote the residential Compost drop-off program through appropriate public outreach and marketing to Poland residents.
 - f. Contractor shall provide at its discretion Compost collection beyond the scope of Services defined herein, with reasonable notice from Client.
3. **Indemnity:** Contractor shall indemnify, defend and hold the Client harmless from and against claims, liabilities, suits, loss, cost, expense and damages arising from any negligent act or omission of Contractor in the performance of work and service pursuant to this Agreement. Contractor’s liability for all of the aforesaid matters is limited to the proceeds recovered from the insurance carried by Contractor after settling claims of third parties. Client agrees to indemnify, defend and hold harmless Contractor from and against any claims, liabilities, suits, loss, cost, expense and damages arising from any breach of this Agreement or any negligent act or omission of the Client in the performance of work and service pursuant to this Agreement.
4. **Term:** This Agreement shall take effect upon its execution and be for an initial term of 12 (Twelve) months. This agreement shall be renewed for additional terms of 12 (twelve) months each unless either party gives the other party written notice of termination at least 30 (thirty) days prior to the then-existing term.
5. **Fees and Costs:** Contractor agrees to remove Compost produced by Client at the Baseline Service level for an average Monthly Service fee of \$75.25 (Seventy five dollars and twenty five cents) per location, consistent with Addendum 1, *Scope of Services*.
 - a. Contractor shall invoice Client on the 1st day of every month of service under this Agreement.
 - b. Client shall pay all invoices within thirty (30) days of the date of the invoice.
 - c. Client shall receive a 2% (two percent) discount for payment within ten (10) days (NET 10).

- d. Contractor shall be entitled to annually adjust fees and costs upward by the same percentage of increase reported in the New England Consumer Price Index.
- e. Contractor's cost for repairing or replacing damaged bins may be recovered from Client.
- f. Following repeated and regular contamination, surcharges up to \$1 (one) per tote for Compost in non-compliance with the standards described in Addendum 2 shall be assessed by Contractor at its sole discretion. "Repeated and regular contamination" shall be defined for the purposes of this agreement as repeated contamination following 2 (two) warnings of Client by Contractor. Following each warning, Client shall have 10 (ten) days to correct the issue.

6. **Insurance:** Contractor shall maintain in effect during the term of this Agreement at its sole cost and expense, the following types of insurance: (1) Workers compensation insurance on Contractor's employees as required by the State of Maine; and (2) Liability insurance on equipment used by Contractor, in the amount of \$1,000,000, to remove Compost from source location.

7. **Termination:** If Client wishes to terminate for convenience prior to the scheduled expiration of the contract or its extension, Client agrees to payment of liquidated damages in the amount of 30 (thirty) day average billings by Contractor to Client. Either party shall have the right to terminate this Agreement in the event that Contractor is prevented from collecting and managing Compost from Client.

8. **Force Majeure:** In the event that Client is prevented from generating Compost, or Contractor is prevented from accepting and removing Compost because of fire, flood, windstorm, earthquake, or other Acts of God; or because of war, civil unrest, or terrorist attack; or in the event of governmental restrictions, such party shall be excused from its obligations under this Agreement for the duration of the period of which it is so prevented.

9. **Governing-Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Maine.

10. **Entire Agreement:** This Agreement and any exhibits attached hereto contain the entire understanding of the parties with respect to the matters contained herein. This Agreement may only be modified by written agreement of the parties.

In witness whereof, the parties so execute this Agreement.

Contractor:

Client:

Maine Waste Solutions, LLC

Town of Poland

By:

By:

Print:

Print:

Title:

Title:

Date:

Date:

Addendum I: SCOPE OF SERVICES

Town of Poland Residential Drop-off Program

COMPOST SERVICE

Scope of Services per Location

SERVICE LEVEL		BILL AMOUNT			
<u>Visits / Week</u>	<u># Totes / Visit</u>	<u>Per visit</u>	<u>Per Tote</u>	<u>Per Week</u>	<u>Per Month</u>
1	2	\$ 9.50	\$ 4.00	\$ 17.50	\$ 75.25
1	3	\$ 9.50	\$ 4.00	\$ 21.50	\$ 92.45
1	4	\$ 9.50	\$ 4.00	\$ 25.50	\$ 109.65

Addendum II: ACCEPTABLE COMPOST

1. **Acceptable Compost.** Organic scraps acceptable to Maine Waste Solutions are those that decompose during Maine Waste Solutions' composting process, including:
 - a. Fruits and Vegetables
 - b. Meat & Fish scraps
 - c. Eggshells
 - d. Paper Towels and Napkins
 - e. Coffee Grounds and Filters
 - f. Bread, Bagels and other Baked Goods
 - g. Rice
 - h. Pasta

2. **Unacceptable Waste.** Wastes unacceptable to Maine Waste Solutions are those that do not decompose during the composting process, including:
 - a. Liquids
 - b. Plastics (including but not limited to table wear, drinking vessels, straws, and packaging)
 - c. Metals (including but not limited to silverware, canned good containers, and bottle caps)
 - d. Wax coated packaging
 - e. Styrofoam
 - f. Tin foil
 - g. Condiment packets
 - h. Bulky wood
 - i. Leather
 - j. Hygiene products

I WILL NOT BE DOING THIS PROJECT

DAVID JUTRAS

207-333-0572

Code Enforcement Office

Town of Poland
1231 Maine Street, 04274
Tel: (207) 998-4604
Fax: (207) 998-2002

Office Use Only

Date Posted: _____
Trio Receipt: _____
Cash _____ Check _____
Teller _____

Residential Building Permit

Parcel ID	0003-0028	Permit #	BP 2016-029
Road Location	184 DUNN RD.	Permit Type	Sheds
Land Owner	JUTRAS, DAVID N. JUTRAS, JILL E. (JT)	Phone:	
Mailing Address	184 DUNN RD., POLAND, ME 04274		
Application/Contractor Name:	Owner		
Contractor Address:	Phone		
Proposed Project Description: 10' x 16' Green House			

Certificate of Occupancy is required before use of any structure may begin.

Appl. Date	03/04/2016	Cost of Work	Permit Rates	Required Setbacks
Est. Cost	\$1,200.00	Up to \$1,00 1	\$20.00	50' Front(s), 40' Rear and 20' Sides
Lot Size	4.5	Add'l \$1,000	\$5.00 / 100	
Use Group	U	Detached Structure		Permit Fee \$20.00
Type Const.	5B	Under 200 Ft:	\$20.00 / Structur	Under 200 Ft:
Zone	FF			Planning Board
Shoreland	No			
Flood Zone	No			

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
2. Building permits do not include plumbing, septic or electrical work.
3. Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work.

CERTIFICATION

I understand that this permit is valid only for the use specified above. Any changes must be approved by the permitting Bitmap authority. I hereby acknowledge that I have read this application and STATE that the above information is correct, and AGREE to comply with ALL Municipal Ordinances and State Laws regulating activities covered by this permit.

SIGNATURE OF APPLICANT

DATE

This permit is approved on the basis of information provided by the applicant regarding his ownership and boundary locations. The applicant has the burden of ensuring that he has legal right to use the property and that he is measuring required setbacks from the legal boundary lines of the lot. The approval of this permit in no way relieves the applicant of this burden nor does this permit approval constitute a resolution in favor of the applicant of any issues regarding the property boundaries, ownership, or similar title

Permit Issued By:

Code Enforcement Officer

ALL STRUCTURES MUST MEET THE REQUIREMENTS OF THE MAINE UNIFORM BUILDING AND ENERGY CODE.
Construction must be substantially started within six months of permit being issued or permit becomes void.



CODE ENFORCEMENT OFFICE
TOWN OF POLAND
1231 Maine Street
Poland, Maine 04274

BUILDING PERMIT INSPECTION PROCEDURES
PLEASE CALL 207-998-4604

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the Town of Poland for the following inspections.

- Please read the conditions of approval that is attached to this permit!! Feel free to contact the Building Official if any you have any questions or concerns.
- Permits expire if work is not commenced within 180 days after its issuance, or if the work authorized by this permit is suspended or abandoned for a period of 180 days after the time the work is commenced.
- If the inspection requirements are not followed as stated below additional fees may be assessed due to the issuance of a "STOP WORK ORDER" and subsequent release to continue.

Required Inspections:

 X **Final inspection required at completion of work.**

The project cannot move to the next phase prior to the required inspection and approval to continue.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.

Town of Poland, Maine - Building or Use Permit

1231 Maine Street Tel: (207) 998-4604 Fax: (207) 998-2002

Permit No:	Date Applied For:	Parcel ID:
2016029	03/04/2016	0003-0028

Location of Construction: 184 DUNN RD.	Owner Name: JUTRAS, DAVID N. JUTRAS, JIL	Owner Address: 184 DUNN RD.	Phone:
Business Name:	Contractor Name: Owner	Contractor Address:	Phone
Lessee/Buyer's Name	Phone:	Permit Type: Sheds	

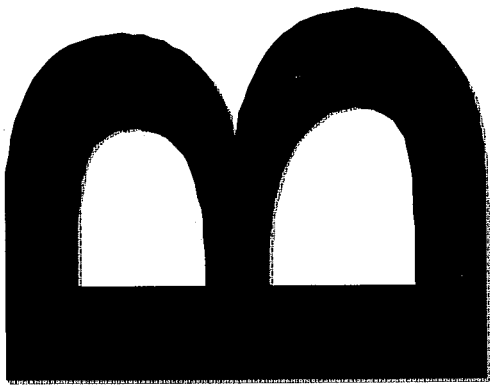
Proposed Use: Single Family Home	Proposed Project Description: 10' x 16' Green House
-------------------------------------	--

Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Nicholas Adams **Approval Date:** 03/07/2016**Note:****Ok to Issue:** ☒

- 1) Pursuant to Section 304.3 of the CLUC anyone aggrieved of this decision may file a written appeal within forty-five (45) Days of the date of this decision.
- 2) Erosion and Sedimentation control shall be established and inspected by the Code Enforcement Officer prior to soil disturbance, and shall be done in accordance with Best Management Practices, Maine Department of Environmental Protection Technical and Design Standards and Guidelines. All Erosion and Sedimentation control measures must be inspected and maintained daily.
- 3) The applicant must apply for and obtain all applicable permits for the proposed development under the Natural Resources Protection Act, Title 38 M.R.S.A section 480-C, the Site Location of Development Act, the Erosion and Sedimentation Control Law, Title 38 M.R.S.A section 420-C, the Stormwater Management Law, the Federal Clean Waters Act as delegated to the State of Maine, and all other applicable and state and federal laws regulating the use or development of land.
- 4) This permit is approved for the construction of a 10' x 16' Green House; any other use will require separate approval.
- 5) This property shall remain a single family dwelling. Any change of use shall require a separate permit application for review and approval.
- 6) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Nicholas Adams **Approval Date:** 03/07/2016**Note:****Ok to Issue:** ☒

- 1) This structure is exempt from meeting the Town of Poland Building Code based on use and size.
- 2) Separate permits are required for any electrical, interior and exterior plumbing, HVAC systems, heating appliances, including pellet/wood stoves, and signage . Separate plans may need to be submitted for approval as a part of this process.
- 3) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.



Permit Number: 2016-029

Land Owner JUTRAS, DAVID N. JUTRAS, JILL E. (JT)
Parcel ID 0003-0028
Road Location 184 DUNN RD.
Contractor Name Owner

10' x 16' Green House

Certificate of Occupancy is required before use of any structure may begin.

This permit is approved on the basis of information provided by the applicant regarding his ownership and boundary locations. The applicant has the burden of ensuring that he has legal right to use the property and that he is measuring required setbacks from the legal boundary lines of the lot. The approval of this permit in no way relieves the applicant of this burden. Nor does this permit approval constitute a resolution in favor of the applicant of any issues regarding the property boundaries, ownership, or similar title issues.

03/07/2016

Date

Nicholas L. Adams
Code Enforcement Officer

Bid
Demolition of 1217 Maine Street
, 2016

Sir/Madam:

Sealed bids will be received in the office of the Town Manager on , , 2016 until **2:00 p.m.** at which time they will be publicly opened and read on the enclosed specifications for the **Demolition of the structure at 1217 Maine Street.**

Pre-bid meeting and site walk will start on site at **1217 Maine Street** on , , 2016 at **10:00 a.m.** Attendance at this meeting by the bidder or his qualified representative is a **mandatory requirement** for acceptance of a bid from that contractor. Complete bid packages with plans and specifications will be available at the pre-bid meeting.

Special Attention:

\$
\$

The Poland Board of Selectmen reserves the right to accept or reject any and all bids.

Please use the enclosed envelope when submitting your bid.

Sincerely,

Bradley A. Plante
Town Manager

TOWN OF POLAND, MAINE

DEMOLITION OF STRUCTURE AT 1217 MAINE STREET

BID #:
BID DATE:
PRE-BID:

1. Bids for the demolition of the structure at **1217 Maine Street**, Poland, Maine will be accepted by:

Bradley A. Plante
Town Manager
1231 Maine Street
Poland, Maine 04274

until **2:00 p.m. on , 2016** at the Poland Town Office, 1231 Maine Street, Poland, Maine 04274 at which time bids shall be opened publicly.

SPECIAL NOTE: Pre-bid meeting and site walk will start at **1217 Maine Street on , 2016 at 10:00 a.m.** Attendance at this meeting by the bidder or his/her qualified representative is a mandatory requirement for acceptance of a bid form from that contractor.

2. **BID SECURITY**

No proposal will be considered unless it is accompanied by a **Certified Check or Bid Bond** in the amount of **ten (10%) percent** of the bid price, made out in favor of the Town of Poland. The successful bidder **will not** be required to present a 100% Performance and Payment Bond as surety for the performance of the contract.

3. **AWARD OR REJECTION OF BIDS**

- A. Any bid received after the time and date specified shall not be considered. No bid may be withdrawn within 30 days after the actual date of the opening thereof.
- B. Award shall be based on the most responsive advantageous and responsible bid.

4. **QUALIFICATION OF BIDDERS**

The owner may make such investigation as he deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the owner all such information and data for this purpose as owner may request. The owner reserves the right to reject any bid if the evidence submitted by, or the investigation of, the bidder fails to satisfy the owner that the bidder is properly qualified to carry out the obligations of the contract and to satisfactorily complete the work included therein.

5. **PREPARATION OF PROPOSAL**

- A. Proposals must be submitted on the actual form furnished herewith. All blank spaces for prices must be filled in, in ink or typewriter.
- B. Proposals must be submitted in a sealed envelope bearing on the outside the name of the bidder, his address and the name of the project. If forwarded by mail, the sealed envelope, containing the proposal and marked as directed above, must be enclosed in another envelope, addressed as specified in the proposal form.

6. **ADDENDA AND INTERPRETATION**

No interpretation of the meaning of the plans, specifications or other documents will be made to any bidder orally. Every request for such interpretation should be in writing, addressed to the Town Manager, Poland, Maine.

7. **OBLIGATION OF BIDDERS**

At the time of the opening of bids, each bidder will be presumed to have inspected the site and to have read and to be thoroughly familiar with the Plans and Contract Documents (including all Addenda). The failure or omission of any bidder to receive or examine any form, instrument or documents shall in no way relieve any bidder from any obligation in respect to his/her bid.

8. **TIME LINE**

The contractor shall prosecute the work continuously until completion. Deadline for complete demolition and removal is **30 days from Notice to Proceed**. Designated available date to be determined by the Town Manager.

Site Walk
Bids Due
Bid Awarded on or before
Start date
Completion date..... Within 30 days of Notice to Proceed

9. **TIPPING FEES**

The contractor will be responsible for the cost of any tipping fees however, all demolition materials not salvaged must be disposed of in a legal and responsible fashion.

10. **CLAIMS:**

The Town of Poland will not be held responsible for any damages or injuries arising out of the actual demolition/removal of the building to an abutter's property. Any related claim will be referred to the Contractor. The contractor may wish to make personal restoration

within a reasonable amount of time at the property owner's satisfaction or process a claim with their insurance carrier.

INSURANCE:

The Contractor shall furnish proof of coverage with adequate insurance of the types and to the limits specified below **naming the Town of Poland as additional insured**. Certificate of such insurance shall be filed with the Town Manager **within 5 days of Notice of Award**.

WORKERS' COMPENSATION:

Workers' Compensation, coverage with Statutory Limits and Employers Liability for all employees with limits of \$400,000 per incident; and in case any work is sublet, the Contractor shall require the sub-contractor similarly to provide coverage for the latter's employees unless such employees are covered by the protection afforded the Contractor.

AUTOMOTIVE LIABILITY INSURANCE:

Automotive Liability insurance with minimum limits of liability for bodily injury in the amount of \$400,000 for each occurrence and minimum limits of liability for property damage in the amount of \$50,000/\$100,000 aggregate.

GENERAL LIABILITY INSURANCE:

General Liability insurance with minimum limits of liability for bodily injury in the amount of \$500,000 for each occurrence and minimum limits of liability for property damage in the amount of \$50,000/\$100,000 aggregate, or a combined single limit of \$500,000 for each occurrence, including completed operations shall be required.

"In the event of cancellation, change or expiration of any of the foregoing policies, ten (10) written notice will be mailed to the Owner."

11. PAYMENT

The Contractor shall submit an invoice to the Town of Poland at the completion of the project. The Town Manager shall verify that all work has been completed in accordance with the specifications. Payment in full will be made no later than 30 days from the receipt of the invoice.

12. DEFINITIONS

- A. **Property:** All structures located at 1217 Maine Street, Poland, Maine.
- B. **Town:** The term refers to the Town of Poland, Maine.

TOWN OF POLAND, MAINE

DEMOLITION OF STRUCTURE AT 1217 MAINE STREET

BID #:
BID DATE:
PRE-BID:

SPECIFICATIONS

PART 1: GENERAL

1.01 SCOPE: Contractor agrees and undertakes to demolish/remove the structure at 1217 Maine Street in its entirety, including removal of foundations.

- A. Demolition of the aforesaid structure located upon the Town of Poland's land;
- B. Securing all demolition permits from the State of Maine, or the Town of Poland and paying for any fees required with respect to such permit;
- C. Removal of all debris from the site;
- D. Disposition of any and all of the demolition debris *other than* (I) that sold by Contractor, or otherwise recovered by Contractor as salvage, either on its own behalf or on behalf of the Town, in accordance with the laws of the United States and the State of Maine and ordinances of the Town of Poland; provided, nevertheless, that Contractor is authorized to sell any salvageable components of the structures for its own account but will be considered in the demolition costs, as set forth below. Within thirty (30) days after completion of Contractor's services, Contractor will provide the Town with copies of any documents evidencing the ultimate disposition of all demolition debris and, except for such as has been sold for salvage;
- E. The Contractor will be responsible for any tipping fees, however, all demolition materials not salvaged must be disposed of in a legal and responsible fashion;
- F. The Contractor shall identify any fill sites to be used prior to contract signing;
- G. Disconnection and capping of any water or sewer service(s) currently connected within the project;
- H. **Foundation walls shall be removed completely.** Concrete floor shall be broken up, removed and cellar hole filled as directed by the Town Manager as part of the base bid;
- I. Compliance at all times and at Contractor's sole cost, during the period of demolition, with the requirements of the laws of the United States and the State of Maine, and the ordinances of the Town of Poland, including, without limitations, conformity with the reasonable demands of the Poland Fire/Rescue Department.
- J. Securing the demolition area during the period of demolition at all times by

reasonable means acceptable to the Androscoggin Sheriff's Department or Code Enforcement Officer. In the event it shall be or become necessary to temporarily close any streets, Contractor shall, prior to commencement of the work, apply for and obtain from the Maine Department of Transportation a permit for the temporary closing of such streets. In the event that the performance of the work shall entail any closing of a vehicular access to Maine Street, Contractors agrees to notify the Town at least three (3) days prior to each day on which the accesses will be closed and will place signage in compliance with the Manual on Uniform Traffic Control Devices. In addition, the Contractor shall not so undertake its operations as to block *all* access to any portion of Maine Street except on a Sunday.

- K. Any pavement removed shall be disposed of by the Contractor.
- L. Concrete and brick shall be disposed of at a designated site.

SPECIAL ATTENTION TO M, N, O & P BELOW:

- M. Buildings will be demolished in a safe and orderly way and comply with all State and Federal regulations. Neighbors' areas must be policed every day for any debris on his/her properties.
- N. During the course of the demolition project, the Contractor must practice dust control by wetting down the building and its debris during the active part of demolishing/removing the building and loading the debris onto the transport vehicles.
- O. The contractor shall maintain control of the site from the start of demolition until complete. The perimeter of the site shall be demarcated for No Entry and signs to that affect shall be posted.
- P. Amount of Loam/Seed will be done as directed by Town Manager once demolition has been completed. (Unit price to reflect Loam/Seed/Mulch of area designated.)

PART 2: EXECUTION

2.01 DEMOLITION

- A. Demolish all structures covered by this contract including all exterior steps, platforms and underpinning and foundation walls, etc. in accordance with the following terms and conditions:

Demolition shall be done in a manner to maximize the amount of wood materials that will be accepted at Re-Energy.

1. The structures and their components are to be demolished in such a manner

as to prevent dust, dirt and undue noise from the operation from becoming a nuisance in the area.

2. Cellars are to be cleared of all combustible and perishable material and of all tanks and piping. Tanks used for the storage of fuel oil or other flammable materials shall be removed in accordance with the regulations of the Poland Fire Department and Maine Department of Public Safety.
3. Stone, concrete and masonry walls, chimneys, etc. shall be completely removed.
4. Masonry walls, piers, columns or chimneys shall be demolished in small sections. All floor construction over basements or cellars shall be completely removed regardless of whether they are above or below existing ground level.
5. Contractor shall remove all tanks (water, gas, oil, etc.) and piping. Should underground oil tanks be identified, they shall be part of the project and the cost shall be part of the bid.
6. Once the work of demolition is started, it shall be continued to completion, uninterrupted except for Sundays and holidays or acts beyond the contractor's control. Material shall be removed from the site as quickly as possible and not be stored on site.
7. The contractor shall comply with all applicable laws and ordinances.
8. The contractor must exercise proper care in loading so that no waste or salvage material is strewn on public streets, neither during loading nor en route to the dumping site. Any material spilled on public streets will be promptly cleaned up and removed by the contractor.

- B. After the demolition and removal work have been accomplished, the site shall be cleared of all obstructions. Site shall be brought to grade as directed by the Town Manager.

2.02 CLEAN UP

- A. All debris resulting from the operation under this contract and all tools and apparatus are to be removed from the site at the completion of the work and the site left clear and free from hazards, to the satisfaction of the Owner.
- B. Bidders shall assume that all movable equipment and furnishings left on the premises during the bidding period shall remain the property of the occupant or owner and shall be removed by him/her prior to commencement of demolition and removal. Any such movable equipment or furnishings remaining on the premises after the date indicated shall become the property of the contractor and he/she shall remove same from premises.
- C. All fixed equipment which is on the premises during the bidding process shall become the property of the contractor and he/she shall remove same from premises.

TOWN OF POLAND, MAINE

DEMOLITION OF STRUCTURE AT 1217 MAINE STREET

BID #:
BID DATE:
PRE-BID:

PROPOSAL FORM

TO: Bradley A. Plante, Town Manager
Town of Poland
1231 Maine St.
Poland ME 04274

Dear Sir/Madam:

Have carefully examined the premises and existing conditions affecting the work, we, the undersigned, hereby agree to furnish all labor, materials, appliances, supplies, plants, equipment and other facilities incidental to the demolition/removal of structures as required by, and in strict accordance with, the Specifications dated as prepared by the Town of Poland and that the undersigned will accept in full payment thereof of the following sum to wit:

<u>ITEM</u>	<u>PAYMENT</u>	<u>DESCRIPTION OF WORK</u>
1	Lump Sum	Demolition of all structures located at 1217 Maine Street as specified.

Demolition of all structures (to include fill for cellar hole)	\$	
Unit Price for additional fill material	\$	CY
Unit Price to Loam/Seed	\$	CY

State equipment to be used: (list all equipment)

List all Sub-Contractors:

The undersigned further agrees to complete work by:	
The undersigned acknowledges the receipt of addenda #:	

The undersigned further agrees that after notification by the Town of the acceptance of his/her proposal and the readiness of the contract for signature, he/she will execute the contract within five (5) days, Saturdays, Sundays and holidays excepted, and that he/she will commence the work within five (5) days after the execution of the contract unless otherwise specified in the Supplemental Specifications or directed by the City in writing, and that he/she will prosecute the work to its completion.

Performance & Payment Bonds **are not** required.

The undersigned further agrees that in the employment of labor, preference will be given, all other things being equal, to the citizens of Poland and of the State of Maine, in that order.

The undersigned hereby further declares that the only person or parties interested in this proposal as principals are named below; that the proposal is made without any connection with any other person or party making any proposal for the same work; and that no person acting for or employed by the Town of Poland is directly or indirectly interested in this proposal or in any contract which may be made under it or in profits expected to arise therefrom, except as provided by the Town Charter. The full names and addresses of all persons or parties interested in this proposal as principals are named below; (Give first and last names in full; and in case of a corporation, give names and addresses of President, Treasurer and Manager; and in case of a partnership, give names and addresses of members):

Accompanying this proposal is a bid security deposit in the amount of:

%	\$
---	----

which is to become the property of the Town by forfeiture if the undersigned fails, after notification by the Town Manager of the acceptance of his/her proposal, to execute a contract with the Town within five (5) days agreed to herein; or, in case the undersigned withdraws his/her proposal within thirty (30) days after the opening of the proposals. Otherwise, the deposit will be returned to the undersigned in accordance with the provisions in the Notice to Contractors.

FIRM NAME	
SIGNATURE	
PRINTED/TYPED NAME	
TITLE	
LEGAL ADDRESS	
PLACE OF BUSINESS	
FIRM'S IRS ID #	
DATE	
TELEPHONE #	
FAX #	
E-MAIL ADDRESS	

**TOWN OF POLAND, MAINE
DEMOLITION OF STRUCTURE AT
1217 MAINE STREET**

**BID #:
BID DATE:
PRE-BID:**

AGREEMENT

This Agreement entered into at Poland, Maine this ____ day of , 2016, by and between the Town of Poland a municipal corporation with a principal place of business in Poland, Androscoggin County, Maine (hereinafter referred to as "**Town**", which expression shall include its successors and assigns) and _____, a corporation with a place of business at _____ (hereinafter sometimes collectively referred to as "**Contractor**", which expression shall include their heirs, successors and assigns).

I. WHEREAS:

- A. The Town desires to have certain buildings located at 1217 Maine Street demolished;
- B. Contractor desires to provide demolition services to the Town for the purposes of accomplishing the complete demolition of 1217 Maine Street; and
- C. The parties have reached an agreement with respect to the same which they wish to reduce to a written memorandum.

II. NOW, THEREFORE, for consideration paid, including without limitations the mutual covenants and undertaking more fully hereinafter expressed, the parties do hereby agree as follows:

- A. **Scope of Services:** Contractor agrees and undertakes to demolish 1217 Maine Street in its entirety, including garage. The specific scope of Contractor's undertaking is as follows:
 - 1. Demolition of the aforesaid structures located upon the Town of Poland's land;
 - 2. Securing all demolition permits from the State of Maine, or the Town of Poland and paying for any fees required with respect to such permit;
 - 3. Removal of all debris from the site;
 - 4. Asbestos Containing Materials have been removed by others. Should ACM be identified, work shall stop and the Town shall be notified;
 - 5. Disposition of any and all of the demolition debris *other than* (I) that sold by Contractor, or otherwise recovered by Contractor as salvage, either on its own behalf or on behalf of the Town, in accordance with the laws of the United States and the State of Maine and ordinances of the Town of Poland; provided, nevertheless, that Contractor is authorized to sell any salvageable components of the structures for its own account, as set forth below. Within thirty (30) days after completion of Contractor's services, Contractor will provide the Town with copies of any documents evidencing the ultimate disposition of all demolition debris, except for such as has been sold for salvage;

6. The Contractor will be responsible for any tipping fees, the Contractor shall identify all fill sites to be used prior to contract signing.
7. Disconnection and capping of any water or sewer service(s) currently connected at 1217 Maine Street;
8. Foundation walls, footers and floors shall be completely removed and disposed of. The foundation hole shall be filled as directed by the Town Manager as part of the Base Bid;
9. Compliance at all times and at Contractor's sole cost, during the period of demolition, with the requirements of the laws of the United States and the State of Maine, and the ordinances of the Town of Poland, including, without limitations, conformity with the reasonable demands of the Poland Fire Department;
10. Securing the demolition area during the period of demolition at all times by reasonable means acceptable to the Androscoggin Sheriff's Department or Code Enforcement Officer. In the event it shall be or become necessary to temporarily close any streets, Contractor shall, prior to commencement of the work, apply for and obtain from the Maine Department of Transportation any permit for the temporary closing of such streets.
11. Buildings will be demolished in a safe and orderly way and comply with all State and Federal regulations. Neighbors' areas must be policed every day for any debris on his/her properties.
12. During the course of the demolition project, the Contractor must practice dust control by wetting down the building and its debris during the active part of demolishing the building and loading the debris onto the transport vehicles.
13. The contractor shall maintain control of the site from the start of demolition until complete. The perimeter of the site shall be demarcated for No Entry and signs to that affect shall be posted.

B. Time and Sequence of Demolition:

Demolition shall be completed within 30 days from Notice to Proceed. In the event during the course of the demolition project, additional asbestos, hazardous waste, chemicals, toxic or otherwise, are found to exist, which are known to Contractor at the time of execution of this Contract, the Contractor shall immediately notify the Town. The Contractor shall, in addition to the aforesaid period, have additional time to complete the Contract equal to the number of days that the hazardous removal parties are required to return and be upon the premises for the removal of any "after discovered" materials. Contractor shall commence demolition within five (5) days after the date of execution of this Agreement.

C. Contract Price and Payment: The Town agrees to pay Contractor for the services called for in this Contract. Contractor shall be solely responsible for collection of any sales tax upon sale of salvage, and for remittance of the same to the State of Maine and shall hold the Town harmless from and indemnify the Town against any liability for the collection of such tax.

D. Responsibility for Hazardous Materials: Contractor shall not be responsible under the terms of this Contract for the removal, demolition or disposal of any asbestos or other hazardous materials, substance or wastes at 1217 Maine Street.

E. Compliance with Laws: The bidder's attention is drawn to the fact that they shall observe and comply with all applicable Federal and State Laws and Regulations, Town Ordinances and the Rules and Regulations of all authorities having jurisdiction over the project, and these shall apply to the contract the same as though written out herein in full, and the Contractor shall indemnify the Town and

its representatives against any claim or liability arising from or based on any such law, ordinance, rules and regulations by themselves or by their employees.

F. **INSURANCE:**

The Contractor shall furnish proof of coverage with adequate insurance of the types- and to the limits specified below **naming the Town of Poland as additional insured**. Certificate of such insurance shall be filed with the Director of Budget/Purchasing **within 5 days from Notice of Award**.

WORKERS' COMPENSATION:

Workers' Compensation, coverage with Statutory Limits and Employers Liability for all employees with limits of \$500,000 per incident; and in case any work is sublet, the Contractor shall require the sub-contractor similarly to provide coverage for the latter's employees unless such employees are covered by the protection afforded the Contractor.

AUTOMOTIVE LIABILITY INSURANCE:

Automotive Liability insurance with minimum limits of liability for bodily injury in the amount of \$400,000 for each occurrence and minimum limits of liability for property damage in the amount of \$50,000/\$100,000 aggregate.

GENERAL LIABILITY INSURANCE:

General Liability insurance with minimum limits of liability for bodily injury in the amount of \$500,000 for each occurrence and minimum limits of liability for property damage in the amount of \$50,000/\$100,000 aggregate, or a combined single limit of \$500,000 for each occurrence, including completed operations shall be required.

- G. **Indemnity:** Contractor shall indemnify the Town against and hold the Town of Poland harmless from any and all claims and/or liabilities for (1) injury to person or property arising on or adjacent to the premises proximately caused by Contractor's negligence during the period of Contractor's services; (2) the unlawful, improper or negligent disposal of debris from 1217 Maine Street; (3) the assertion of a lien or right to a lien, whether at law or in equity by any sub-contractor of the Contractor, claiming such lien to have arisen, in whole or in part, by reason of the services contemplated under the terms of this Contract on behalf of Contractor. This obligation of indemnity shall include the payment of costs and attorney's fees reasonably incurred by the Town in connection with the defense of any action or proceeding arising from such claims and/or liabilities. The Contractor shall be responsible for all damages to property, or injury to persons arising out of their actions or failure to act. The Contractor shall indemnify and hold harmless the Town from any and all demands, suits or judgements arising in conjunction with or as a result of the Contractor's performance of this contract. The Contractor shall have no liens or encumbrances which would adversely affect the ability of the Contractor to perform as stipulated under this agreement, its terms and conditions.

- H. **Assignment:** Contractor may not assign or delegate this Contract or their obligations hereunder without the prior express written permission of the Town of Poland.

- I. **Title to Salvage:** Upon removal from the premises of any materials, Contractor shall immediately, without need of further evidence of title or conveyance, be vested with title to the material; any sales of materials salvaged from the premises shall be sales by Contractor rather than by the Town; the Town makes no warranty

title, condition, fitness for any purpose or merchantability with respect to its transfer of title to any salvage, which is transferred to Contractor without any warranty of any kind whatsoever. The Town is aware of no competing claims of liens which may encumber the property or personal property interests therein.

J. **Bond Requirements:** Not required for this project.

K. **Default:**

1. If Contractor fails to timely perform its obligation hereunder and written notice of such failure shall be sent to Contractor by the Town and such defaults is not cured within ten (10) days after receipt of said notice, or if such default shall be of the character that it cannot be completely cured within ten (10) days after receipt of said notice, if Contractor shall not within this period commence to cure such failure and thereafter proceed with reasonable diligence to cure same, the Town may terminate this Contract without further obligations to the Contractor. No materials may be removed from the Town premises after receipt by Contractor of such ten (10) day notice, unless cure can be effectuated.
2. In the event that the letter of credit furnished pursuant to the provisions of Paragraph I above shall fail to have been renewed for an additional one (1) year term and the expiry date of the letter of credit shall be reached within thirty (30) days, the Town shall have the right to draw upon the letter of credit.
3. In the case where Contractor is required to do any act under the terms of this Agreement, delays which are caused by or resulting from an act of God, war, civil unrest, fire or other casualty, labor difficulties, general shortage of labor, materials or equipment, or other causes beyond Contractor's reasonable control, shall not be counted in determining the time when the performance of such act must be completed, whether such time be designated by a fixed time or a reasonable time.

L. **Notices:** In the event it becomes necessary for any party to this Contract to give written notice to the other party, such notice shall be sent via U.S Postal Service, postage prepaid, first class mail, and such notice shall be deemed to have been received on the third day following the date of mailing of such notice. The notice may also be hand-delivered, in which case it shall be deemed to have been received on the day so delivered. In the event any notices are required by or useful under the terms of this Contract, such notices shall be given in the case of:

Town to:

Town of Poland
Bradley A. Plante, Town Manager
1231 Maine Street
Poland ME 04274

the Contractor to:

M. **Arbitration:** In the event of a dispute arising out of this Contract, the parties agree to submit such dispute to binding arbitration pursuant to the Construction Industry Arbitration Rules of the American Arbitration Association, except that there shall be a single arbitrator, appointed by agreement of the parties, and if the parties are unable to agree upon an arbitrator, then an arbitration shall be appointed by the Superior Court pursuant to 14 M.R.S.A Section 5929; provided, nevertheless, that the agreement to arbitrate shall not preclude resort by either party to a Court of general jurisdiction for the purpose of seeking interlocutory relief, to the extent such relief may be available.

N. **Integration and Modification:** This Agreement contains and expresses the entire contractual relationship between the parties and there are no other promises, undertakings, representations or obligations of any kind existing between the parties which do not appear on the face hereof. This Agreement may not be modified or abrogated except by means of a writing signed by both parties.

O. **Miscellaneous:**

1. Any components of 1217 Maine Street which Contractor wishes to sell for salvage must be removed from the premises by Contractor on or before the expiration of the time for completion of Contractor's services hereunder. At the time of such removal of each component from the Town's premises, title to such component shall immediately vest in Contractor and responsibility for lawful disposal (or sale) of such components shall thereafter remain solely Contractor;
2. Time is of the essence with regard to this Agreement;
3. Contractor agrees to attend pre-demolition meeting with such officials as may be designated for such purpose by the Town. At that time, Contractor shall submit to the Town a progress schedule;
4. Contractor shall provide for maintenance of traffic in accordance with Sub-section 104.04 and 107.11 of the Maine State Highway Commission Standards Specifications (4) Highway and Bridges, Revision of June, 1981 and the following provisions:
 - a. Since the project area is in or abuts streets used for passage on foot, the Contractor shall be responsible for scheduling his/her work in such a manner that safe passage for pedestrian and vehicular traffic is provided at all times with a minimum of obstruction.
 - b. Contractor shall make arrangements with the Androscoggin Sheriff's Department, the Chief of the Fire Department, and other Town officials as required for performance of the work. Contractor shall arrange any pay for all police protection and assistance required to adequately handle traffic.
 - c. When it necessary for traffic to pass over portions of the abutting roadway during the demolition/removal, the Contractor shall at all times provide for the safety of traffic by using such warning signs, flares and lights as may be required by the Town of Poland or State of Maine. All such temporary traffic controls shall be provided at the sole expense of Contractor. In the event any street or way is to be temporarily or permanently closed to travel (by permission of the Maine DOT), a 48

hour notice will be given by Contractor to the Town of Poland, the Androscoggin Sheriff and the Poland Fire Department. In the event the closing of a street becomes necessary, all costs involved in establishing and maintaining a suitable detour, as may be required by the municipal officers, will be borne by the Contractor. Approved signs shall be furnished, placed and maintained by the Contractor at such points as designated by the Engineer. The Contractor shall be liable for all damages occasioned in any way by the act or neglect of themselves or their agents, employees or workmen. When the bridges or other temporary expedients are no longer necessary, they shall remove them and restore the private ways, paths, drives or walks to their original condition.

- d. The Town of Poland or any of their duly authorized representatives, shall have access to and be permitted to observe and review all work, materials, equipment, employment conditions, books, documents, papers, records, correspondence, receipts, vouchers, payrolls, agreements with sub-contractors relating to this Contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor shall preserve all such records for a period of three (3) years after the final payment and all other pending matters are closed.
- e. No member of or delegate to the Congress of the United States and no resident commissioner shall be admitted to any share or part of this Agreement, or to any benefit to arise from the same. No member, officer, or employee of the Town of Poland or its designees or agents, no member of the governing body of the locality in which the program is situated and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any contract or sub-contract with the program assisted under this Agreement.

<u>ITEM</u>	<u>PAYMENT</u>	<u>DESCRIPTION OF WORK</u>
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1	Lump Sum	Demolition of the structure located at 1217 Maine Street as specified.
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Demolition & removal of all structures (to include fill for cellar hole)	\$
Unit Price for additional fill material	\$ /CY
Unit Price to Loam/Seed	\$ /CY

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals as of the day and year first above written.

Signed, Sealed and Delivered
in the presence of

Owner
TOWN OF POLAND, MAINE

Witness

By: _____
Bradley A. Plante, Town Manager

Contractor:

Witness

By: _____



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE STATE POLICE
SPECIAL INVESTIGATIONS UNIT

164 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0164
(207) 624-7210

Application for a License to Operate Beano/Bingo or a Game of Chance

****The Special Investigations Unit must receive this application at least eight days before Beano or a Game of Chance may begin****

1. For what license are you applying (please check one): **BEANO** ☒ **OR** **GAME OF CHANCE** ☐

IF YOU CHECKED GAMES OF CHANCE:

2. Organization Name: Poland Sho-Travelers Name of Game: _____

Organization Number: 9061 Number of Games: _____

Federal Tax ID # (EIN): 01-0352293 Open to Public? Yes ☐ No ☐

Business Address: 94 Plains Rd. Poland Me 04274

Mailing Address: PO Box 442 Poland Me 04274 Phone: 998-4697

3. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
John Young president	78 Plains Rd	Poland 04274	998-4697	4/1/17

Phil Brienza	186 Deerfield Rd	Poland 04274	577-0251	4/1/17
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Larry Moreau	163 Birch Dr.	Poland 04274	998-7044	4/1/17
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Sandy Moreau	163 Birch Dr.	Poland 04274	998-7044	4/1/17
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4. Location where Beano/Bingo or Game of Chance is to be conducted:

BUILDING	ADDRESS	CITY/ZIP
Pavilion	94 Plains Rd	Poland Me 04274

5. Person responsible for operation of Beano or Games of Chance:

NAME	DAYTIME PHONE	EVENING PHONE
John Young	576-5570	998-4697

Name & Address where Licenses will be sent: John Young 94 Plains Rd. Poland Me 04274

E-Mail Address: PolandShoTravelers@RoadRunner.com

6. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

What are the hours of operation? 7pm - 9pm

7. For Tournaments and Beano Only:

What time do the doors open? _____ What time does the game start? _____

8. Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.

Month	Weeks	Full Months
May	Sept.	
June		
July		
Aug.		

FOR OFFICE USE ONLY

Check # _____
Amount \$ _____

9. Does the organization own all the equipment used in operating this amusement? Yes ☒ No ☐

If "NO", please explain the circumstances under which the equipment was acquired:

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine? Yes ☐ No ☒

If "YES" give the person's name, address, and date and place of conviction or date and location of pending charge:

11. If the Applicant is a Fair Association, attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

-----APPLICANT SIGNATURE-----

12. The applicant agrees to obey the laws of the State of Maine and the United States and the rules and regulations governing Beano or Game of Chance promulgated by the Chief of the State Police. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: John Y Age 18 or older: Yes ☒ No ☐

Name: John Young Title: president Date: 4/18/16
(Please print - must be duly authorized officer of this organization - title is required)

-----BLANKET LETTER-----

13. The following consent must be completed by the municipal officers of the city or town where the Beano/Bingo or Game of Chance will take place unless a separate "Blanket Letter of Approval" is filed with the Chief of the State Police.

- ☐ Check here if you have previously filed a "Blanket Letter of Approval" with us, which is still valid
☐ Check here if you have attached a "Blanket Letter of Approval".

-----CONSENT-----

The undersigned being municipal officers of the City/Town of Poland hereby certify that we consent to this application for a license to operate Beano/Bingo or a Game of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 13-A (Beano) or Chapter 62 (Games of Chance) and in accordance with the Rules and Regulations promulgated by the Chief of the State Police governing the operating of Beano/Bingo or Games of Chance.

Name: _____ Date: _____

Name: _____ Date: _____

Name: _____ Date: _____

Name: _____ Date: _____

-----FEES-----

Beano/Bingo: \$5.00/Special Per Game License; \$12/Week; \$36/Month; \$400/Year

Game of Chance: \$15/Week; \$60/Month; \$700/Year **Video Poker:** \$15/Week or \$60/Month **Card / Cribbage:** \$30 Per Calendar Year

Tournament Game (up to 100 players): \$75.00/Per Tournament; \$200.00/Month (Two Tournaments per Month); \$1,500/Year (Two Tournaments per Month)

Make check payable to Treasurer, State of Maine

Return the signed and completed application to: Department of Public Safety
Maine State Police
Special Investigations Unit
164 State House Station
Augusta, ME 04333-0164

Town of Poland



Road Centerline Painting Request for Proposals

The Town of Poland is seeking proposals for paving projects for spring 2016. Companies submitting bids must submit them in sealed envelopes with **"Centerline Painting Bid"** clearly printed on the exterior. Proposals must include contractor's name, address, phone(s), contact person, and proof of adequate insurance, as well as a price per project area. The enclosed bid form must be used, and bidders must observe all required state and federal laws and policies. **Please price each project separately.** It is the Town's full intent to have the listed work completed; however, some jobs may be omitted due to funding limitations.

All inquiries regarding bids should be directed to Public Works Director, Tom Learned, at 998-2570 or 212-3051; email tlearned@polandtownoffice.org. Proposals must be delivered to Town Manager, Bradley Plante, Town of Poland, 1231 Maine Street, Poland, ME, 04274 no later than **11:00am, Friday, May 13, 2016**, at which time they will be opened and read publicly in the Town Office conference room. The Board of Selectmen will consider proposals on Tuesday, June 7, 2016 at 7:00pm in the Town Office conference room. The Town of Poland reserves the right to reject any or all bids.

Description of Course

The work shall consist of centerline painting and curb painting. All work shall be constructed as outlined in this contract and as directed by the municipal representative.

Project Locations/Descriptions

- A. Four-inch (4") double yellow centerline on the following roads:
 - 1. **Plains Road** – 3 miles in length (approximately 15,840 LF)
 - 2. **North Raymond Road** – 2.7 miles in length (approximately 14,256 LF)
 - 3. **Hackett Mills Road** – 1 mile in length (approximately 5,280 LF)
 - 4. **Lewiston Junction Road** – 1 mile in length (approximately 5,808 LF)
 - 5. **Hardscrabble Road** – 2.2 miles in length (approximately 11,616 LF)
 - 6. **Schellinger Road** – approximately 11,088 LF
 - 7. **Range Road** – approximately 10,032 LF
 - 8. **Johnson Hill Road** – approximately 17,952 LF
 - 9. **Tripp Lake Road** – approximately 6,850 LF
 - B. Paint sidewalk curbing at intersection of Route 26 (Maine Street) & Aggregate Rd.
 - C. Paint curbing at the intersection of Route 26 (Maine Street) and White Oak Hill Road.
 - D. Aggregate Linear Feet: The following represents approximate linear footage for bid comparison purposes, and is subject to change:
 - 4" Double Yellow – approximately 98,722 linear feet
 - Curbing paint at intersections – approximately 100 linear feet
- TOTAL APPROXIMATE LINEAR FEET: 98,722**

Requirements

- A. The centerline shall be painted road-center from curb or edge of bituminous pavement.
- B. Intersection approaches must be a solid line for minimum of sixty (60) linear feet.
- C. Paint thickness must be a minimum of fifteen (15) mils and beaded at the rate of one hundred eighty (180) pounds per mile.
- D. Paint material must meet MDOT specifications.
- E. The application and materials must meet the specifications as set forth by the Town of Poland.
- F. Contractor shall protect the work until the paint has had adequate time to dry.

G. All centerline striping will be installed by a truck-mounted striper.

Safety

The Successful Bidder must have all necessary traffic warnings, signs, flags, and cones to ensure the safety of its workers and the traveling public.

Time Schedule

All work must be completed on or before **July 1, 2016**. The firm awarded the bid shall contact the Director of the Public Works Department at (207) 998-2570 as soon as possible after the contract is awarded to advise him of the firm's schedule so a Public Works employee may be assigned to assist with project coordination.

Deviations

All deviations from these Specifications must be set forth in writing by use of the enclosed form marked **"Statement of Compliance/Deviations from Specifications."**

Miscellaneous

1. **Pre-inspection** - Each Contractor, before submitting an offer, shall become completely familiar with the required work and shall rely on his own investigation. The municipal representative will be available to have the site/sites proposed for painting inspected. No consideration will be granted for any alleged misunderstanding of the material to be furnished, the work to be done, or for any defects in the final product that are the result of the absence of pre-inspection of a site.
2. **Right to Change or Additional Work** - The municipality reserves the right to submit change orders in writing to the Contractor. In that event, the municipality will negotiate with the Contractor to determine the new costs.
3. **Clean-up** - At the completion of painting, each site shall be left in a neat and clean condition, subject to approval of the municipal representative.
4. **Insurance** - The Contractor shall have and maintain liability insurance that is in force until the work is completed and accepted by the municipalities. The Contractor shall furnish, to the municipality, a certificate of insurance, within two weeks of notice to the Contractor of the acceptance of its offer. The failure to provide this certificate will constitute a breach of the Contract, and may in the discretion of the municipality; result in termination of the Contract. The Contractor shall furnish to the municipality a copy of an insurance policy within one month of notice to the Contractor of the acceptance of its offer.
5. **Warranties** - The Contractor guarantees that the work to be done under this contract and the materials to be furnished by the supplier for use in the construction of the same will be free from defects or flaws. This warranty shall be for a period of one year from the date of completion.
6. **Indemnification** - To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the municipality, and their agents, and employees against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees arising out of or resulting from the performance of the work regardless of standard of care. This indemnification extends to all costs and all attorneys' fees incurred by the municipality.
7. **Acceptance Period** - The municipality shall have up to a maximum of 30 days from date of bid opening to accept an offer.
8. **Notice of Acceptance** - The Contractor will be notified in writing by the municipality of the acceptance of its offer in whole, or in part, within five (5) business days of when it has been accepted. Failure to comply with this notice requirement shall constitute a breach of the Contract. An offer cannot be accepted verbally.

9. Rejection of Offers - The municipality reserves the right to reject any or all proposals whenever such rejection is in their best interest. The municipality reserves the right to reject the proposal of a Contractor who has previously failed to perform properly or to complete on time contracts of a similar nature. The municipality also reserves the right to reject a proposal from a Contractor if an investigation shows that the Contractor is not in a position to perform the Contract.
10. Pre-bid Conference - At the discretion of the municipal representatives a pre-bid conference may be scheduled to discuss scope of services, terms of this contract, and scheduling of work. Contractors who wish to be considered for acceptance must attend any scheduled conference.
11. Payment - The municipal representative shall make payment in full after completion, inspection and acceptance. The **Unit Price Per Ton** will include surface preparation, mobilization, hauling and placing material, and traffic control, and final cleanup.

**TOWN OF POLAND
REQUEST FOR PROPOSALS FOR
CENTERLINE PAINTING**

BID FORM - 2016

Painting Firm: _____

Primary Contact: _____ Primary Phone: _____

Address: _____

E-Mail Address: _____

Poland Roadways

Road	Cost
Plains Road	\$
North Raymond Road	\$
Hackett Mills Road	\$
Lewiston Junction Road	\$
Hardscrabble Road	\$
Schellinger Road	\$
Range Road	\$
Johnson Hill Road	\$
Tripp Lake Road	\$
Sidewalk curbing: Route 26 & Aggregate Road	\$
Curbing: Route 26 & White Oak Hill	\$
TOTAL COST	\$

INSURANCE: Include proof of standard liability insurance, which names the Town of Poland as an additional insured in an amount no less than \$1,000,000 for each company.

ESCALATOR CLAUSE: Contractor's quoted prices shall be equitably adjusted on a periodic basis to reflect any increase, decrease in the price of liquid asphalt since the date of the quote, or bid. (Asphalt Weekly Monitor / Avg. New England Selling Price) per MDOT.

Town of Poland

1231 Maine Street, Poland, ME 04274

Phone: (207) 998-4601

Fax: (207) 998-2002

www.polandtownoffice.org



Assessing 207-998-4651
Code Enforcement 207-998-4604
Recreation 207-998-4650
Fire Rescue 207-998-4689
Public Works 207-998-2570
Solid Waste 207-998-4688

May 3, 2016

Authorization of bills payable for Fiscal Year 2016 totaling:

TIF 1: \$ 6,244.81

BOARD OF SELECTMEN

Stephen E. Robinson

Janice A. Kimball

Stanley L. Tetenman

Walter J. Gallagher

James G. Walker, Jr.

1:11 PM

Warrant Preview
Pay Date: 04/26/2016

04/26/2016
Page 1

Jrnl	Invoice Description	Reference			
Description	Account	Proj	Amount	Encumbrance	
01493 AUBURN WATER DISTRICT					
0550 2ND QUART HYDRANT PYM	98				
2ND QUART HYDRANT PYM	E 400-01-5620		6,244.81	0.00	
PSB TIF 1 / PSB TIF I - HYDRANT					
Vendor Total-			6,244.81		
Prepaid Total-			0.00		
Current Total-			6,244.81		
Warrant Total-			6,244.81 ✓		

Town of Poland

1231 Maine Street, Poland, ME 04274

Phone: (207) 998-4601

Fax: (207) 998-2002

www.polandtownoffice.org



Assessing 207-998-4651
Code Enforcement 207-998-4604
Recreation 207-998-4650
Fire Rescue 207-998-4689
Public Works 207-998-2570
Solid Waste 207-998-4688

May 3, 2016

Authorization of bills payable for Fiscal Year 2016 totaling:

Library: \$ 1,064.51

BOARD OF SELECTMEN

Stephen E. Robinson

Janice A. Kimball

Stanley L. Tetenman

Walter J. Gallagher

James G. Walker, Jr.

3:40 PM

Jrnl	Invoice Description	Reference	Proj	Amount	Encumbrance
Description	Account				
00129 BAKER & TAYLOR BOOKS					
0548 BOOKS	42516				
BOOKS	E 700-01-7105 ✓			206.86	0.00
	RICKER LIBRA / RICKER LIBR. - BOOKS				
	Vendor Total-			206.86 ✓	
00222 CENTRAL MAINE POWER COMPANY					
0548 SERVICE	42516				
SERVICE	E 700-01-5200 ✓			263.08	0.00
	RICKER LIBRA / RICKER LIBR. - ELECTRICITY				
	Vendor Total-			263.08 ✓	
00364 643-FAIRPOINT COMMUNICATIONS					
0548 SERVICE	42516				
SERVICE	E 700-01-5205 ✓			88.82	0.00
	RICKER LIBRA / RICKER LIBR. - PHONE				
	Vendor Total-			88.82 ✓	
01547 MICROMARKETING LLC					
0548 BOOKS	617623				
BOOKS	E 700-01-7105 ✓			13.59	0.00
	RICKER LIBRA / RICKER LIBR. - BOOKS				
	Invoice Total-			13.59 ✓	
0548 BOOKS	617687				
BOOKS	E 700-01-7105 ✓			34.38	0.00
	RICKER LIBRA / RICKER LIBR. - BOOKS				
	Invoice Total-			34.38 ✓	
0548 AUDIO BOOKS	626921				
AUDIO BOOKS	E 700-01-7115 ✓			62.98	0.00
	RICKER LIBRA / RICKER LIBR. - AUDIO BOOKS				
	Invoice Total-			62.98 ✓	
0548 AUDIO BOOKS	616748				
AUDIO BOOKS	E 700-01-7115 ✓			22.99	0.00
	RICKER LIBRA / RICKER LIBR. - AUDIO BOOKS				
	Invoice Total-			22.99 ✓	
0548 AUDIO BOOKS	617864				
AUDIO BOOKS	E 700-01-7115 ✓			31.99	0.00
	RICKER LIBRA / RICKER LIBR. - AUDIO BOOKS				
	Invoice Total-			31.99 ✓	
	Vendor Total-			165.93	
01672 UPSTART					
0548 SUPPLIES	5844333				
SUPPLIES	E 700-01-7130 ✓			160.37	0.00
	RICKER LIBRA / RICKER LIBR. - CHILD PROGR				
	Vendor Total-			160.37 ✓	
01835 CENTER POINT LARGE PRINT					
0548 BOOKS	1365002				
BOOKS	E 700-01-7105 ✓			44.34	0.00
	RICKER LIBRA / RICKER LIBR. - BOOKS				
	Vendor Total-			44.34 ✓	
02169 THE PENWORTHY COMPANY					
0548 BOOKS	051960				
BOOKS	E 700-01-7105 ✓			106.35	0.00
	RICKER LIBRA / RICKER LIBR. - BOOKS				
	Vendor Total-			106.35 ✓	
02235 TOUCHTONE COMMUNICATIONS					
0548 SERVICE	42516				
SERVICE	E 700-01-5205 ✓			28.76	0.00
	RICKER LIBRA / RICKER LIBR. - PHONE				

Jrnl	Invoice Description	Reference			
Description	Account	Proj	Amount	Encumbrance	
		Vendor Total-	28.76 ✓		
		Prepaid Total-	0.00		
		Current Total-	1,064.51		
		Warrant Total-	1,064.51		

Town of Poland

1231 Maine Street, Poland, ME 04274

Phone: (207) 998-4601

Fax: (207) 998-2002

www.polandtownoffice.org



Assessing 207-998-4651
Code Enforcement 207-998-4604
Recreation 207-998-4650
Fire Rescue 207-998-4689
Public Works 207-998-2570
Solid Waste 207-998-4688

May 3, 2016

Authorization of bills payable for Fiscal Year 2016 totaling:

Town A/P's:	\$ 639,785.75
Payroll:	\$ 63,871.81
Total:	\$ 703,657.56

BOARD OF SELECTMEN

Stephen E. Robinson

Janice A. Kimball

Stanley L. Tetenman

Walter J. Gallagher

James G. Walker, Jr.

Jrnl	Invoice Description	Reference	Proj	Amount	Encumbrance
Description	Account				
00093 ANDY VALLEY SOFTBALL LEAGUE					
0538 2016 DUES	42616				
2016 DUES	E 500-01-5301			400.00	0.00
	REC PGMS / REC PROGRAMS - MAJOR REC				
	Vendor Total-			400.00	
00186 BRYANT ENERGY, INC.					
0538 FUEL	PO 2016-006	*** PAID ***	Check #	50756	
FUEL	E 120-06-5350		229.90		0.00
	COMM SVCS / GENL ASSIST - PROF SERVICE				
	Vendor Total-			229.90	
00222 CENTRAL MAINE POWER COMPANY					
0538 SERVICE	42616				
SERVICE	E 110-01-5200			552.77	0.00
	ADMINISTRATI / ADMIN - ELECTRICITY				
SERVICE	E 500-01-5301			19.27	0.00
	REC PGMS / REC PROGRAMS - MAJOR REC				
SERVICE	E 130-01-5200			416.97	0.00
	PUB WORKS / PUBLIC WORKS - ELECTRICITY				
SERVICE	E 130-02-5200			314.09	0.00
	PUB WORKS / SOLID WASTE - ELECTRICITY				
SERVICE	E 140-05-5350			58.02	0.00
	PUB SAFETY / STREET LIGHT - PROF SERVICE				
SERVICE	E 140-01-5200			1,053.72	0.00
	PUB SAFETY / FIRE RESCUE - ELECTRICITY				
	Vendor Total-			2,414.84	
00223 CENTRAL MAINE PARTNERS IN HEALTH					
0538 ONSITE SERVICES	52084				
ONSITE SERVICES	E 140-01-5365			1,226.50	0.00
	PUB SAFETY / FIRE RESCUE - PHYS/DRUG SC				
	Vendor Total-			1,226.50	
00421 GEE & BEE SPORTING GOODS					
0538 SUPPLIES	3465				
SUPPLIES	E 500-01-5301			189.96	0.00
	REC PGMS / REC PROGRAMS - MAJOR REC				
	Invoice Total-			189.96	
0538 PANTS	3463				
PANTS	E 500-01-5301			349.65	0.00
	REC PGMS / REC PROGRAMS - MAJOR REC				
	Invoice Total-			349.65	
0538 SHORTS	3483				
SHORTS	E 500-01-5301			327.48	0.00
	REC PGMS / REC PROGRAMS - MAJOR REC				
	Invoice Total-			327.48	
	Vendor Total-			867.09	
00456 GROUP DYNAMICS INC.					
0538 HRA MONTHLY PAYMENT	L1605				
HRA MONTHLY PAYMENT	E 150-04-5810			100.00	0.00
	FINAN SVCS / EE BENEFITS - HEALTH INS				
	Vendor Total-			100.00	
00580 KENNEBEC COUNTY SHERIFF'S OFFICE					
0538 CIVIL SERVICE	14105				
CIVIL SERVICE	E 110-05-5315			44.64	0.00
	ADMINISTRATI / CONTRACTED - LEGAL				
	Vendor Total-			44.64	
00670 MAINE OXY-ACETYLENE SUPPLY CO.					
0538 OXYGEN	31328551				
OXYGEN	E 140-01-5490			42.13	0.00

Jrnl	Invoice Description	Reference	Proj	Amount	Encumbrance
Description	Account				
	PUB SAFETY / FIRE RESCUE - MEDICAL SUP				
	Invoice Total-			42.13	
0538 OXYGEN	31325918				
OXYGEN	E 140-01-5490			116.39	0.00
	PUB SAFETY / FIRE RESCUE - MEDICAL SUP				
	Invoice Total-			116.39	
	Vendor Total-			158.52	
00732 METLIFE					
0538 PAY DED.	42616				
PAY DED.	E 150-04-5810			43.44	0.00
	FINAN SERVCS / EE BENEFITS - HEALTH INS				
	Vendor Total-			43.44	
00747 MINUTEMAN TRUCKS, INC.					
0538 PARTS	1095077				
PARTS	E 140-01-5230			275.82	0.00
	PUB SAFETY / FIRE RESCUE - VEHICLES				
	Vendor Total-			275.82	
00755 MAINE MUNICIPAL EMPLOYEES					
0538 INS. MONTH MAY	42616				
INS. MONTH MAY	E 150-04-5810			26,039.13	0.00
	FINAN SERVCS / EE BENEFITS - HEALTH INS				
	Vendor Total-			26,039.13	
00757 MID-MAINE WASTE ACTION CORP.					
0538 TIP FEES	42616				
TIP FEES	E 130-02-5270			2,236.96	0.00
	PUB WORKS / SOLID WASTE - MSW TIPPING				
	Vendor Total-			2,236.96	
00899 RSU #16					
0538 MAY PAYMENT	41816				
MAY PAYMENT	E 150-07-5260			543,758.68	0.00
	FINAN SERVCS / RSU 16 - FINAN OUTLAY				
	Vendor Total-			543,758.68	
00907 PINE STATE ELEVATOR COMPANY					
0538 ELEVATOR MAINT.	60430023				
ELEVATOR MAINT.	E 140-01-5420			159.65	0.00
	PUB SAFETY / FIRE RESCUE - GRNDS SUPP				
	Vendor Total-			159.65	
00911 PIONEER MANUFACTURING COMPANY					
0538 ELECTRIC STRIPER	592547				
ELECTRIC STRIPER	E 217-07-5350			1,336.50	0.00
	RECREATION / RECREATION - PROF SERVICE				
	Vendor Total-			1,336.50	
00983 REGGIE'S SALES & SERVICE					
0538 PARTS	213192				
PARTS	E 140-01-5410			49.79	0.00
	PUB SAFETY / FIRE RESCUE - EQUIP SUPP				
	Vendor Total-			49.79	
01029 SECRETARY OF STATE					
0538 4/14/16 REPORT	41416		*** PAID ***	Check # 50696	
4/14/16 REPORT	G 10-2300-03			12,636.00	0.00
	GENERAL FUND / STATE MV				
	Invoice Total-			12,636.00	
0538 4/21/16 REPORT	42116		*** PAID ***	Check # 50757	
4/21/16 REPORT	G 10-2300-03			8,161.09	0.00
	GENERAL FUND / STATE MV				
	Invoice Total-			8,161.09	

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
Vendor Total-			20,797.09	
01173 TRI COUNTY BABE RUTH LEAGUE				
0538 2016 DUES	42616			
2016 DUES	E 500-01-5301		525.00	0.00
REC PGMS / REC PROGRAMS - MAJOR REC				
Vendor Total-			525.00	
01310 CES INC.				
0538 PROF. SERV./BROOKDALE VIL	20160860			
PROF. SERV./BROOKDALE VIL	G 90-3600-01		460.00	0.00
ESCROWS / CEO PER BOND				
Vendor Total-			460.00	
01418 SPORTS FIELDS, INC.				
0538 TURFACE	53763			
TURFACE	E 217-07-5350		664.84	0.00
RECREATION / RECREATION - PROF SERVICE				
Vendor Total-			664.84	
01446 GREAT FALLS SECURITY SYSTEMS, INC.				
0538 WEEKLY MONITORING	30156			
WEEKLY MONITORING	E 110-06-5420		240.00	0.00
ADMINISTRATI / BLDGS & GRND - GRNDS SUPP				
Vendor Total-			240.00	
01458 EDM PUBLISHERS				
0538 SUBSCRIPTION	15447902			
SUBSCRIPTION	E 140-01-5330		158.48	0.00
PUB SAFETY / FIRE RESCUE - DUES/SUBSCR				
Vendor Total-			158.48	
01541 IRVING ENERGY				
0538 DIESEL	652478			
DIESEL	G 10-1800-01		2,006.48	0.00
GENERAL FUND / DIESEL INVEN				
Invoice Total-			2,006.48	
0538 DIESEL	148811			
DIESEL	G 10-1800-01		1,296.78	0.00
GENERAL FUND / DIESEL INVEN				
Invoice Total-			1,296.78	
Vendor Total-			3,303.26	
01605 PORTLAND COMPUTER COPY, INC.				
0538 COPIER CONTRACT	298791			
COPIER CONTRACT	E 110-05-5245		81.00	0.00
ADMINISTRATI / CONTRACTED - OFF EQP/FEES				
Vendor Total-			81.00	
01733 MONKEY TRUNKS				
0538 GROUP BOOKING	42616			
GROUP BOOKING	E 500-01-5301		174.00	0.00
REC PGMS / REC PROGRAMS - MAJOR REC				
Vendor Total-			174.00	
01752 CORELOGIC, INC.				
0538 OVERPAYMENT TAXES	42616			
OVERPAYMENT TAXES	G 10-2230-00		950.00	0.00
GENERAL FUND / OVERPAYMENTS				
Vendor Total-			950.00	
01776 NICHOLAS L. ADAMS				
0538 MILE. REIMB.	42616			
MILE. REIMB.	E 120-01-5130		503.66	0.00
COMM SVCS / PLANNING&DEV - ALLOWANCE				

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
Vendor Total-			503.66	
01856 THE FIRST NATIONAL BANK OF SUFFIELD				
0538 OVERPAY TAXES	42616			
OVERPAY TAXES	G 10-2230-00		30.00	0.00
GENERAL FUND / OVERPAYMENTS				
Vendor Total-			30.00	
01868 TIME WARNER CABLE				
0538 ROAD RUNNER	42616	*** SEPARATE ***		
ROAD RUNNER	E 110-01-5215		128.77	0.00
ADMINISTRATI / ADMIN - INTERNET				
Invoice Total-			128.77	
0538 ROAD RUNNER	42616	*** SEPARATE ***		
ROAD RUNNER	E 500-01-5215		60.95	0.00
REC PGMS / REC PROGRAMS - INTERNET				
Invoice Total-			60.95	
Vendor Total-			189.72	
01886 STANTEC PLANNING & LANDSCAPE				
0538 PROF. SERV./WILDWOOD	1035755			
PROF. SERV./WILDWOOD	G 90-3600-01		5,071.64	0.00
ESCROWS / CEO PER BOND				
Vendor Total-			5,071.64	
01901 FREEDOM FIRE PROTECTION, INC.				
0538 TESTED COMPRESSOR	6566			
TESTED COMPRESSOR	E 110-06-5420		177.60	0.00
ADMINISTRATI / BLDGS & GRND - GRNDS SUPP				
Invoice Total-			177.60	
0538 SPRINKLER SYSTEM INSPECT.	6565			
SPRINKLER SYSTEM INSPECT.	E 110-06-5420		80.00	0.00
ADMINISTRATI / BLDGS & GRND - GRNDS SUPP				
Invoice Total-			80.00	
Vendor Total-			257.60	
02030 THE SIGN STORE				
0538 DECALS	42216	*** PAID ***	Check # 50754	
DECALS	E 215-05-5350		470.00	0.00
POLICE VEHIC / POLICE VEHIC - PROF SERVICE				
Vendor Total-			470.00	
02122 ANDY VALLEY CAL RIPKEN LEAGUE				
0538 2016 DUES	42616			
2016 DUES	E 500-01-5301		1,225.00	0.00
REC PGMS / REC PROGRAMS - MAJOR REC				
Vendor Total-			1,225.00	
02213 H. FORTIER & SONS, INC.				
0538 DUPLICATE KEYS	203308			
DUPLICATE KEYS	E 110-06-5420		7.00	0.00
ADMINISTRATI / BLDGS & GRND - GRNDS SUPP				
Vendor Total-			7.00	
02319 QUIRK MOTOR GROUP				
0538 2016 UTILITY INTERCEPTOR	42216	*** PAID ***	Check # 50755	
2016 UTILITY INTERCEPTOR	E 215-05-5350		25,336.00	0.00
POLICE VEHIC / POLICE VEHIC - PROF SERVICE				
Vendor Total-			25,336.00	

Jrnl	Invoice Description	Reference			
Description	Account	Proj	Amount	Encumbrance	
		Prepaid Total-	46,832.99		
		Current Total-	592,952.76		
		Warrant Total-	639,785.75		