

- PUBLIC MEETING -
Rockport Select Board

Monday, August 14, 2017

Executive Session 6:30 p.m., Regular Agenda 7:00 p.m.

Rockport Opera House Meeting Room

Streamed at <http://livestream.com/Rockportmaine> beginning at 7:00 p.m.

AGENDA

I. Call Meeting to Order

Please either turn off your cell phones and other electronic devices or set them to mute while in this meeting room or the hallways. If you need to take or make a phone call, please step outdoors.

II. Executive Session

- a. Discussion of Labor Contracts pursuant to 1 M.R.S.A. Section 405(6)(D)
- b. Discussion of a Confidential Personnel Matter pursuant to 1 M.R.S.A. Section 405 (6)(A)

III. Public Hearing

- a. None this meeting

IV. Minutes, Meetings and Announcements

- a. Approval of the minutes of previous meetings:
 - **Monday, July 10, 2017**, meeting of the Select Board
- b. Announcements of upcoming Select Board meeting(s):
 - Special Select Board meeting on **Tuesday August 15th, 2017, 4:00 PM** to discuss and approve the survey developed by Portland Research Group as part of the research on the future of the Rockport Public Library
 - Regular Select Board meeting and public hearing on **Monday, September 11, 2017, 7:00 p.m.**, Rockport Opera House Meeting Room, to be streamed at <http://livestream.com/Rockportmaine>
- c. Announcements of upcoming non-budget Select Board workshop(s):
 - [Ad Hoc Water Quality Committee workshop, Monday, October 23, 2017](#) (ROH, to be streamed) – as part of the regular meeting (tentative)
 - [Capital Improvement Committee workshop\(s\), to be scheduled](#)
 - [Ordinance Review Committee workshop, Thursday, September 21, 2017](#)
- d. Announcements:

Note: All meetings and workshops of the Select Board and Town Committees can be found on the Town website: www.town.rockport.me.us

- FOAA Briefing for committee members, **Thursday, August 24, 2017, 7:00 p.m.**, Rockport Town Office Richardson Room

e. Committee Openings:

Application for Committee Service can be found at the Town Office and on the Town Website: www.town.rockport.me.us

- Board of Assessment Review – 1 regular, 3 alternate vacancies
- Camden-Rockport Pathways Committee – 1 regular vacancy, 3 alternate vacancies
- Capital Improvement Committee – 1 regular, 3 alternate vacancies (see appointment below)
- Conservation Commission – 3 alternate vacancies
- Harbor Committee – 2 alternate vacancies
- Investment Committee – 1 regular vacancy, 3 alternate vacancies
- Opera House Committee – 1 regular, 3 alternate vacancies (see appointment below)
- Ordinance Review Committee – 3 alternate vacancies
- Parks Committee – 3 alternate vacancies
- Planning Board – 1 alternate vacancy
- Recreation Committee – 2 alternate vacancies
- Zoning Board of Appeals – 3 alternate vacancies

f. Agenda Changes

- g. Public Comment – public comment should be directed at issues not under discussion on this evening’s agenda. Comment from the public will be welcome prior to each agenda item. Further comment will be granted only by permission from the Board. All public comment should be brief and to the point.

IV. Town Manager’s Report

V. Unfinished Business

- a. Appoint a representative to serve on the board of the Midcoast Economic Development District (MCEDD)

VI. New Business

- a. Acknowledgment of Gifts to the Town:
- An anonymous donation to General Assistance in the amount of \$1,000
 - Donation of a scrap metal kayak rack to the Harbor from Seth Palmiter
- b. Committee Resignation(s):
- None this meeting

- c. Committee Application(s):
 - William Kelly – Opera House Committee
 - William Leone - Capital Improvement Committee
- d. Committee Presentation(s):
 - None this meeting
- e. Vote to Establish an Ad Hoc Comprehensive Plan Review Committee
- f. Presentation by Intern Peter Nelson
- g. Consider a request to accept the donation of a bench in Marine Park
- h. Discuss and approve the proposed warrant items and wording of the warrant articles for the November 7, 2017 Special Town Meeting Warrant
- i. Vote to hold a public hearing on the warrant articles for the November 7, 2017 Special Town Meeting Warrant on Monday, September 11, 2017, 7 p.m., Rockport Opera House Meeting Room
- j. Vote to hold a public hearing and set a meeting date regarding the removal of a dangerous building at 479 Rockland Street (Map 17/Lot 79)
- k. Approval to allow the Town Manager to sign the contract with Greenwood Emergency Vehicles, Inc. for a new fire truck
- l. Appoint an Auditor for FYE June 30, 2018, and authorize the Town Manager to sign a three-year contract with an Auditor
- m. Discussion and Approval of 2017-2018 Goals
- n. Discussion regarding the request by Nelson Tolman to purchase a portion of the 647 Rockland Street property
- o. Review and approval of the Restricting Vehicle Weight on Posted Ways Ordinance
- p. Consider appointing a representative from the Select Board to serve on the MSAD 28 Middle School Building Committee
- q. Appoint a representative to serve on the board of the Mid-Coast Regional Planning Commission
- r. MMA Annual Election – Vice President and Executive Committee Members

VII. Wastewater Commissioners

- a. July commitment of Sewer User/Debt Fees for the period of May 2017
- b. August commitment of Sewer User/Debt Fees for the period of June 2017

VIII. Liaison Reports

IX. Adjournment

**- PUBLIC MEETING -
Rockport Select Board**

Monday, August 14, 2017

Executive Session 6:30 p.m., Regular Agenda 7:00 p.m.

Rockport Opera House Meeting Room

Streamed at <http://livestream.com/Rockportmaine>

MANAGER'S MEETING NOTES

I. Call Meeting to Order

Please either turn off your cell phones and other electronic devices or set them to mute while in this meeting room or the hallways. If you need to take or make a phone call, please step outdoors.

II. Executive Session

- a. Discussion of Labor Contracts pursuant to 1 M.R.S.A. Section 405(6)(D)

- b. Pursuant to 1 M.R.S.A. Section 405 (6)(A)

III. Public Hearing

- a. None this meeting

III. Minutes, Meetings and Announcements

a. Approval of the minutes of previous meetings:

➤ **Monday, July 10, 2017**, meeting of the Select Board

Suggested Motion – Motion to approve the minutes of the Monday, July 10, 2017, meeting of the Select Board.

**ROCKPORT SELECT BOARD
MEETING MINUTES
MONDAY JULY 10, 2017
7:00 P.M.
ROCKPORT OPERA HOUSE**

Present: Chair Kenneth McKinley, Vice-Chair Owen Casas, Doug Cole, Thomas Gray and Mark Kelley. Also present: Richard C. Bates, Town Manager, Department Heads: Jamie Francomano, Director of Community Development and Planner and Randy Gagne, Chief of Police and members of the Rockport Police Department and members of the public

- I. CALL MEETING TO ORDER – Kenneth McKinley, Chair called the meeting to order at 7:03 p.m.
- II. PUBLIC HEARING
 - a. None this meeting
- III. MINUTES, MEETINGS and ANNOUNCEMENTS
 - a. Approval of the minutes of previous meetings:
 - Monday, June 26, 2017, meeting of the Select Board

Doug Cole moved to approve the minutes of the Monday, June 26, 2017, meeting of the Select Board. Mark Kelley seconded the motion. VOTE 3 FOR – 0 OPPOSED

- b. Announcements of upcoming regular Select Board Meeting(s) – See Agenda
- c. Announcements of upcoming non-budget Select Board workshop(s): - See agenda
- d. Announcements: - See Agenda
- e. Committee Openings: - See Agenda
- f. Agenda Changes – None this meeting
- g. Public Comment -

Terri Lea Smith, Manager Opera House – on August the 12th there will be a party in honor of this very building. Ben, from the library will have a Virtual Reality Demonstration, Earl Shettleworth, local Historian will have a lecture of the history of the Opera House and there will be a dance with Creatures of Habit. If you want to volunteer, please let me know.

- IV. TOWN MANAGER’S REPORT – See attached

Lindsay, wife of Antonio Del Vecchio, our newest officer pinned him with his badge. His parents were also present for the ceremony. They travelled from Middlebury,

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Connecticut. Randy, the Police Chief and several members of the police department also attended the pinning.

Rick then read his report. There is a lot of work going on in the Barbara Jackson building. A new coffee shop will be opening in mid to late August.

Jacob, the owner of the coffee shop is grateful and thrilled to be here. It is an extraordinary space. I feel blessed. It is an amazing place and creates a “bubble of goodness.”

Rick - the railing on the sidewalk on Summer Street will be replaced this week. The drainage issue will be worked on the 19th of July.

Doug – asked about the projected numbers to make the repairs. Shouldn't this go to the CIP Committee?

Rick – it will go to the Board first and then to the CIP Committee.

Ken – we can put it in the budget if we choose.

Rick – you need to set up a committee.

They talked about LED lighting in town.

Rick – Jan Rosenbaum, who has been involved with this project has a lot more questions.

Doug – where in Rockland do they have the LED lights?

Rick – they are in the business district. In two and a half years, using the LED lights will pay back the cost of installation.

V. UNFINISHED BUSINESS

a. Committee Application:

- Clark Doran – Planning Board

Clark – I had a career of planning in the private sector. I have a master's degree in Regional Planning. I am now retired and want to give back to the community.

Doug – your resume is very impressive and I realize that Clark has a lot to offer the Town.

Ken – I feel that he will be a great addition to the board.

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Doug Cole moved to approve the appointment of Clark Doran to the Planning Board with a term expiration of June 30, 2020. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

VI. NEW BUSINESS

a. Acknowledgment of Gifts to the Town:

- Payment in Lieu of Taxes received from Maine Coast Heritage Trust in the amount of \$5,600.

Mark – Portland sends a letter to non-profits asking for a payment in lieu of taxes. We have \$114,000 in non-taxable property in Rockport. Can we send out letters?

Ken – I don't think that we will ever see anything from Pen Bay Medical Center. We have had some pleasant success in the past with Maine Coast Heritage Trust, Coastal Opportunities, The Center for Furniture Craftsmanship and Coastal Mountains Land Trust.

Mark – where do the funds for in lieu of taxes go?

Rick – in the general fund.

Doug – I would ask that we direct the Town Manager to draft a letter to send to the non-profits.

Doug Cole moved to accept the payment in lieu of taxes received from the Maine Coast Heritage Trust in the amount of \$5,600 and to send them a letter of thank you. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

b. Committee Resignation(s): - None this meeting

c. Committee Application(s):

- See Unfinished Business
- Jeff Charland – Capital Improvement Committee
- Terri Mackenzie – Zoning Board of Appeals

Jeff – I live at 20 Forest Glen Drive. I have worked to develop capital improvement plans. One of the plans was for the campus at the Farnsworth Art Museum. I have the experience and want to help my community.

Doug Cole moved to approve Jeff Charland to the Capital Improvement Committee with a term expiration of June 30, 2018. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

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Terri – I have experience as a real estate appraiser. I have served three terms on the Planning Board. I am intensely interested in zoning. I hope that you will allow me to serve on this committee.

Ken – Terri has a long history being on the Planning Board.

Doug – I went to the last Planning Board meeting and was impressed by her knowledge.

**Doug Cole moved to approve appointing Terri Mackenzie to the Zoning Board of Appeals with a term expiration of June 30, 2019. Mark Kelley seconded the motion.
VOTE: 3 FOR – 0 OPPOSED**

- d. Discussion and vote regarding developing ordinance changes to prohibit retail marijuana establishments and social marijuana clubs in Rockport to be placed on November ballot

Ken – we put a question on the ballot in June to see what the town’s people wanted and it was clear that they do not want social clubs in town. This will make it easy to do the ordinance.

Rick – we should put a prohibition on everything as it would be easy to change on cultivation.

Doug – it is splitting hairs if you leave out retail establishments, as the voters spoke pretty clear that they do not want it.

**Mark Kelley moved to direct the Town Manager to proceed with having the Planning and Community Development Director develop language to bring to the voters on the November ballot that would amend the land use ordinance and restrict commercial marijuana activities in Rockport. Doug Cole seconded the motion.
VOTE: 3 FOR – 0 OPPOSED**

- e. Discuss schedule for Capital Improvement Committee Workshop(s)

Ken – perhaps we need more than one workshop.

Mark – I spoke to Alan about the possibility of asking Richard Lane to be on that committee.

Rick – they have not had a meeting yet.

Mark – I would like it if we had a meeting in October.

Ken – we should let them meet first and then meet with us, with October as a timeframe.

Doug – is the hold up because they did not have enough members on the committee?

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Ken – we have just added one more member tonight. There will still be one more vacancy.

Rick – they will need to meet formally.

Ken – we should pass the information on to Megan to be ready for an October meeting date so that they will be ready for budget time.

The Board discussed when and how often (at least twice a year) they should meet. They work separately from the budget process.

f. Discuss process for updating Comprehensive Plan

Ken – both Mark and Doug have talked about their thoughts on the Comprehensive Plan.

Jamie – the Comp Plan is very well planned. The document is not stale by statute, but it does need work on it. The State Planning Commission had been abolished. Last time the plan was two years in the making. The CIP and the Comp Plan meshed well. We should reconstitute the Comp Planning Commission. I have detailed an outline for you (see attached).

Ken – what are the statutory requirements?

Jamie – the commission is to be appointed by the Select Board.

Ken – last time it was well done. The task is not as daunting this time.

Jamie– they will need to read the plan, gather input and report back their findings. Important issues are calming traffic and quality control.

Ken – Camden had their Pathways Committee help with a portion of the plan. We will also need input from the Harbor Committee.

Doug – the timeline is great, it has wonderful timing. The first three bullets need some clarification. When will you put all of this together?

Jamie – I would like to do it right away.

Ken – I will put this on the agenda for the next Select Board meeting.

Doug – I would like to be on that committee. I have spoken to Anastasia Fischer and she would also like to be on the committee.

Mark – in one year and eleven months, you can have this plan back and ready to go?

Jamie – yes, at the end of 2018 and ready for a vote in June 2019.

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Doug – regarding the estimate for Comprehensive Plan services, we will need \$20,000? Would we be obligated to pay this if we do a lot of the work?

Jamie – the Select Board can appoint two members to the Comp Plan. In the spring of 2018, we would hand off the product to an expert (outside support).

The Board had more discussion on the subject.

Rick – this is only a potential listing and cost schedule (see attached).

Ken – last time we had a great group of residents that wrote the plan.

Jamie – this time I am hoping for a leaner and meaner Comp Plan.

Ken – again I will put an item on the August agenda.

Doug – asked about having someone contact the previous members and ask if they would be interested in being on the committee.

Ken – I will talk to Richard Remsen. Mark could talk to Lynda Clancy and ask her if she would be interested.

Doug – do you think that eight to ten people would be a good number to have on the committee?

Ken – sevenish.

- g. Consideration of revisions to the Policy on Alternate Members to Appointed Boards, Commissions and Committee

Ken – this will help them have a quorum available at their meetings. They will be able to gather knowledge by attending and listening.

Jamie – it is clear that it was approved to bail out a committee, i.e. the Harbor Committee that had a problem getting a quorum to attend their meetings.

There was a discussion on Section 6, B 6 of the bylaws of the Planning Board. The question was whether or not it is a conflict and according to the town attorney the answer is no.

Ken – I am concerned regarding alternates being able to vote.

Jamie – section 6 B 4 addresses that issue.

Ken – the question is, do we want to require an alternate to be able to vote or not?

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John Alexander, Chair Planning Board – I do not want to change anything in the bylaws. I think that it should stay the same. I have been on the Planning Board for seven years and had been chair for the last five years and have never had a problem with having a quorum attend the meetings. The Select Board decided to add two alternates to their board. His thought is that they should give them a chance to make a comment even if they never have to vote. You need to have them involved or why would they want to be on the board. I don't mind what the number is as long as they are smart and read their material that has been provided to them. They have never been a problem.

Ken – would you be uncomfortable be uncomfortable choosing one alternate over another?

John- not at all.

Ken – if we do choose one over another is there any possibility of a legal issue?

Jamie – doesn't feel that it would be so.

Terri Mackenzie – is supportive and sympathetic of John's point of view. I think that there is a pretty simple solution. Seven members is a pretty large board. Perhaps having two alternates is too much and maybe we should only have one alternate. Seven is a large board and maybe it is one too many.

Jamie – okay then it is my understanding that nothing needs to be fixed.

The Board had a discussion and decided to let it ride.

- h. Abatement of Personal Property Taxes for the year 2015 for TD Bank Insurance

Doug Cole moved to approve the personal property abatement for TD Bank Insurance, account #0320PP, in the amount of \$882.34 plus interest for the 2015 tax year. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

- i. Appointment to the Maine Municipal Association Legislative Policy Committee

Doug Cole moved to appoint Rick Bates to the Maine Municipal Association's Legislative Policy to fulfil the remainder of William Chapman's term. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

- j. Appointment to the Midcoast Economic Development Committee (MCEDD)

The Board discussed who wanted to be on this Committee.

Doug – do they just sit around and talk?

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Jamie – well.

Doug – I am losing interest.

Jamie – I don't think that it would be very rewarding.

Doug – I think that it would be good if we ask our chair to talk to Bill Chapman and ask him if he would be interested in continuing on the committee as a special representative.

The decision was to table the appointment until the next meeting.

- k. Appointment of Tom Gray as one of Rockport's representatives to the Mid-Coast Solid Waste Board of Directors

Doug Cole moved to appoint Thomas Gray to the Mid-Coast Solid Waste Board of Directors with a term expiring June 30, 2020. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

- l. Correction of a term expiration for Richard Remsen on the Ordinance Review Committee

Doug Cole moved to correct a committee term expiration for Richard Remsen of the Ordinance Review Committee back to June 30, 2019. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

VII. Wastewater Commissioners

Doug Cole moved to go into session as Wastewater Commissioners and to leave as Select Board. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

- a. Discuss scheduling of Wastewater Visioning Workshop and possible agenda items

Ken – will we be ready?

Jamie – yes.

Ken – shall we do the TIF workshop at the same time?

All agreed that yes they should. They decided on Tuesday August the 8th at 4:00 p.m.

Mark Kelley moved to exit as Wastewater Commissioners and to enter as Select Board. Doug Cole seconded the motion. VOTE: 3 FOR – 0 OPPOSED

VIII. LIAISON REPORTS

**Select Board Meeting Minutes
Monday, July 10, 2017**

Doug – I went to a Planning Board Meeting and want to report that it was an interesting experience. The Ledges is planning on constructing a small building between their motel and the neighboring one. It will have a cafeteria and office space.

Ken – I attended the Library Committee Meeting and they are looking to find a viable path forward. All that they want is a new library. The Zoning Board of Appeals will meet in two weeks.

Mark – I have a meeting tomorrow. I am waiting on when the Ambulance Committee will meet. I have had a conversation with those that work there.

IX. EXECUTIVE SESSION

- a. None this meeting

X ADJOURNMENT

Douglas Cole moved to adjourn the meeting at 8:54 p.m. Mark Kelley seconded the motion. VOTE: 3 FOR – 0 OPPOSED

Respectfully submitted,

LINDA M. GREENLAW
TOWN CLERK as RECORDING SECRETARY

IV. Town Manager's Report

TOWN MANAGER'S REPORT

MONDAY, AUGUST 14, 2017

Police Department –

The department will be short-handed with the loss of one employee and one of our officers leaving to attend the Maine Criminal Justice Academy. One of our new officers left for the academy on Monday August 14th and will be gone for 18 weeks. Our officers will be picking up a lot of overtime trying to cover shifts and the Camden officers will be covering any shifts that the Rockport Officers cannot cover.

We have installed a CO2 detector in the new cruiser as a precaution and as a result of the recent newspaper articles about officers getting sick in the Ford SUV's like the one that we recently purchased. It has been discovered that the CO2 was getting into the cab through holes drilled after the fact to install add on gear.

Fire Department

The fire department has been busy with all the usual calls and in addition they have been busy with lots of training. Firefighters recently completed their driver training.

They also completed their SCBA confidence training course, designed to get them used to wearing this life saving gear in tight spaces.



Library

The library received their new Virtual Reality Computer and it will be available to the public on August 18th. It is a very unique experience and we are the only library in the State to have received a grant to purchase it.

I was one of the “test dummies” earlier in the month and have to say it is a very real experience.

On a side note, our Deputy Library Director Keith Drago finished in second place at the recent Rockland Lobster Festival Road Race.

Planning

We have several notices of violations and one unsafe building issue that have been moving through the process now and we are getting legal advice on how best to handle them. Jamie was a member of a panel discussion at the Manager's institute on working with younger employees. He did an excellent job presenting and guiding the discussion.

Opera House

The celebration of the Opera House's 125th birthday was this past weekend and was celebrated with a number of events on Saturday, August 12th.

New railings have been installed as recommended by Maine Municipal Association.



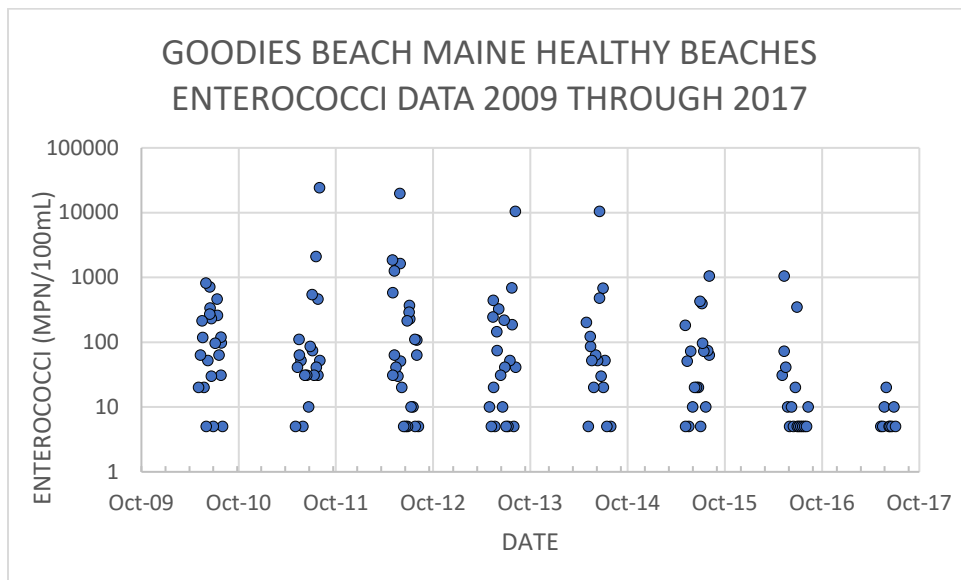
Harbor

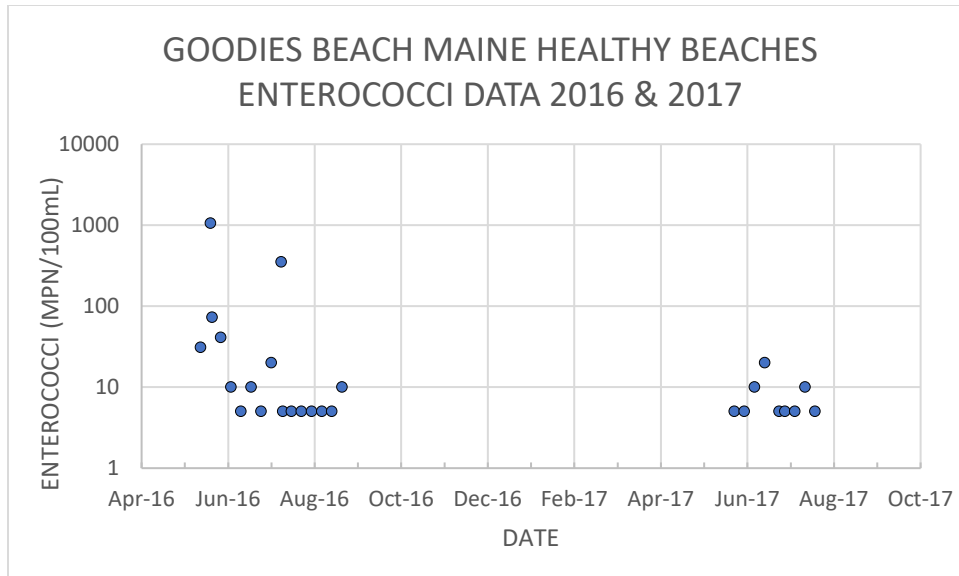
The harbor has been busy this year and we have seen a slight uptick in overnight dockage.

We received a donation of a new boat rack for small boat and kayak storage that was built by a local resident, Seth Palmiter, out of scrap metal from the Highway department.



Goodies Beach – We have posted Goodies beach with a no dogs sign and have been cleaning up seaweed from the high tide line. As you can see from the printout below provided by Will Gartley there has been a significant decline in the results this summer and we have not had a single high reading this summer. All readings are well below the levels we were seeing in previous years or at a level that would require a closure. The bad news is that we do not have a specific smoking gun to point to as a problem that we have fixed. We have done several small changes and fixes and it may be that some of these have added up, or it may be that this is just a fluke. We have no way of knowing with just one year of data. I have asked Will to proceed with giving us an estimate on design, permitting, and construction cost to extend the drain pipe out and away from the beach. He will be doing that in the coming month to see if we want to include it in next year’s budget or not.





Public Works

Summer Street – The curtain drains have been put in under the road and connected into the new drainage system to collect water that is possibly migrating under the pavement. The railing has been replaced and needs to be painted. We are waiting for the contractor to come in and regrind and repave the road to get the proper crown so that the water on the hill drains into the under drains.



High Sidewalk – The High Sidewalk has been completed. The Pathways Committee is organizing a “ribbon cutting” to celebrate the new sidewalk. I have had a lot of positive feedback about the way it looks.

Mt. Pleasant Street – All of the survey and Geo Tech work has been completed and the bid is expected to go out very soon with construction to begin in early to mid-September. The PWD crew have been working over the summer on drainage and ditch work to help lower the cost of the final project.

Annis Road Bridge – As discussed previously, the Annis Road Bridge is in tough shape and we need to replace it as soon as possible. We have a plan for the bridge replacement, but it involves work that is not budgeted and will mean closing the bridge and access to the homes on the other side of the bridge for two to three days in mid to late October.

The plan involves bringing in pre-cast concrete “planks” to replace the failing bridge deck. These have been ordered and will be delivered in mid-October.

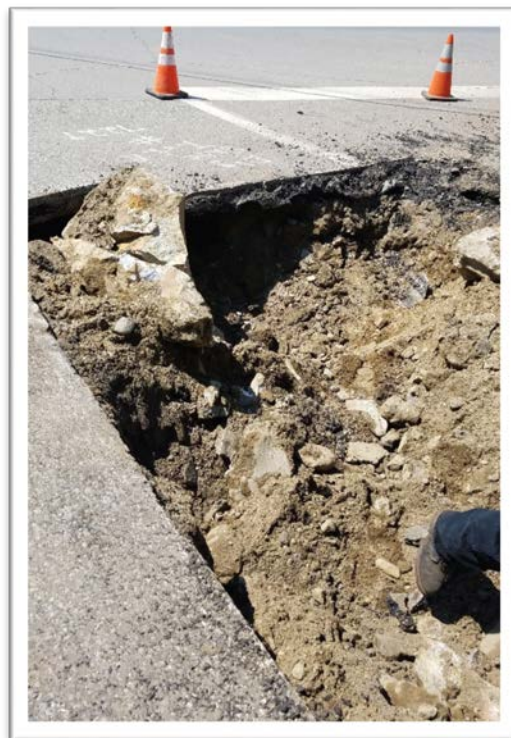
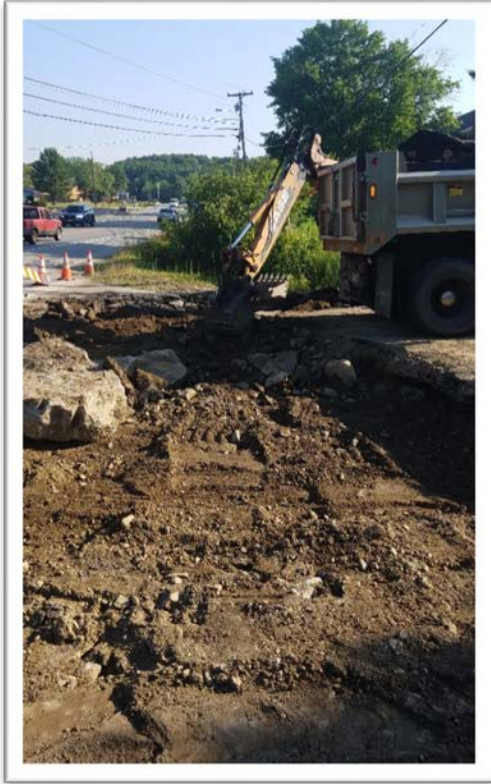
The project will also involve removing the current bridge deck, making any repairs to the existing abutments, and placing the new deck and paving. This will be a carefully choreographed construction project in order to get the road reopened as soon as possible. We will be setting up a meeting to talk with residents about the fact that they will not be able to drive to their homes for several days. We just have no other choice on this.

The total cost of this project is between \$55,000 and \$65,000. This is unbudgeted and may need the Board to vote to take the funds from the UFB, but I am recommending that we not look at that option until April of 2018. There is a good chance we will be able to get the funds out of savings in this year’s budget and we will not need any additional funds from the UFB. It is better to wait until next year and see how we stand then rather than taking the funds now.



Camden Street – There was yet another small sink hole at the end of Camden street. We repaired it last year and another developed. When the crew got into the project, they discovered that when Route 1 was constructed there were a number of large boulders buried under the road and that there were gaps in the base that would continue to cause problems.

All that material was removed and replaced on one-half of the road. If it continues to be a problem we may have to repair the other half next year.



Rockport Woods – One of the road pavement jobs we had planned was Rockport woods. We anticipated a full depth reconstruction of parts of the road and have been completing that this summer in anticipation of paving.



V. Unfinished Business

- a. Appoint a representative to serve on the board of the Midcoast Economic Development District (MCEDD)

Suggested Motion – Motion to appoint _____ to serve on the board of the Midcoast Economic Development District (MCEDD).

VI. New Business

a. Acknowledgment of Gifts to the Town:

- An anonymous donation to General Assistance in the amount of \$1,000

Manager's Comments – This is an annual donation from a donor who wishes to remain anonymous. This donation allows Stacey to have some flexibility with some clients that are just slightly out of the eligibility threshold and provide emergency aid.

Stacey will send a thank you letter on behalf of the Town to the donor.

Suggested Motion – Motion to accept the generous donation from an anonymous donor in the amount of \$1000 for General Assistance.

- Donation of a scrap metal kayak rack to the Harbor from Seth Palmiter

As reported in my manager's report, resident Seth Palmiter is making a donation of a canoe and kayak rack that he built using scrap metal we had at public works to the Town. This rack will hold up to 12 kayaks or canoes. A letter of thanks is included in your packet.

Suggested Motion – Motion to accept the generous donation of a scrap metal kayak rack to the Harbor from Seth Palmiter and to send him a letter of thanks.

VI. New Business

b. Committee Resignation(s):

➤ None this meeting

VI. New Business

c. Committee Application(s):

- William Kelly – Opera House Committee

Manager's Comments – Included in your packet please find the committee application, recommendation from the committee chair, and the current roster.

Suggested Motion: Motion to approve the appointment of William Kelly to the Opera House Committee with a term expiration of June 30, 2020.

- William Leone – Capital Improvement Committee

Manager's Comments – Included in your packet please find the committee application, recommendation from the committee chair, and the current roster.

Suggested Motion – Motion to approve the appointment of William Leone to the Capital Improvement Committee with a term expiration of June 30, 2018.

APPLICATION FOR COMMITTEE SERVICE
Town of Rockport 101 Main Street Rockport, ME 04856

Name: William ("Bill") Kelly

Home Address: 47 Powerhouse Hill Lane, Rockport, ME 04856 Work Address: N/A: Retired

Mailing Address (if different): _____

Phone Number: (Home) (856) 625-5183

(Work) N/A

E-mail Address:
wcjellyjr@gmail.com

Committee you wish to serve on: Opera House

Why do you want to serve on this committee?
I am a relatively new resident of Rockport (since January 2017), and am eager to become a more integral part of the community and help maintain (and better) Rockport as a place to live and work. I believe my prior business experience (see below) would be an asset.

Do you have any background that would be helpful to this committee?
Most of my professional life was in management at a non-profit education organization, where I gained experience in budgeting, operations, marketing, meeting planning and presentations. I think these skills could be useful to the committee.

Land Use philosophy: (if applicable)
N/A

Are there objectives you wish to see accomplished?

Ideally, to fit in with the committee and contribute to its fulfillment of its mission.

Are you interested in serving on other committees?

Not at this time. Perhaps in the future.

Interview comments:

Appointment Date: _____

From: Larry Goldman
To: [Stacey Parra](#)
Subject: Re: Committee%20App%20Fillable%20%28Bill%20Kelly%20application%29
Date: Wednesday, July 19, 2017 4:30:34 PM

Hi Stacey I would like Mr. Kelly to serve. I think he would be a great addition to the committee

From: Stacey Parra <executiveassistant@town.rockport.me.us>
Sent: Tuesday, July 18, 2017 4:21 PM
To: thenewlarry3@hotmail.com
Subject: Committee%20App%20Fillable%20%28Bill%20Kelly%20application%29

Larry,

Mr. Kelly would like to serve on the Opera House Committee. Would you please get back to me with your recommendation regarding him serving?

If you have any questions, please let me know.

Thank you.

Stacey

Stacey Parra
Executive Assistant to the Town Manager & General Assistance Administrator
Town of Rockport
101 Main Street
Rockport, Maine 04856
207-236-0806 x 3
207-230-0112 – Fax
www.town.rockport.me.us

[Rockport, Maine](#)

www.town.rockport.me.us

Municipal information including maps, directions, warrants, meetings and officials.

www.rockportmaine.com

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OPERA HOUSE COMMITTEE

MEMBERSHIP: 5 Regular, 3 Alternate

TERM: Staggered (1 member 1 Year, 2 members 2 Years and 3 Years)

The Town Manager, Library Director, and Opera House

Rental Agent shall serve as ex-officio non-voting members.

(Approved by the Select Board on May 11, 2009 and effective July 1, 2009)

Opera House Budget Review: January of each year

Organizational Meeting: July of each year

Meetings: Held on or before the second Thursday of each month, 5:30 PM, Town Office

Larry Goldman, Chair

40 Powerhouse Hill Lane

Rockport, Maine 04856

904-687-7263 – Home

E-mail: thenewlarry3@hotmail.com

Appointed: April 11, 2016

Term Expires: June 30, 2020

Linda Posson

2 Ben Paul Lane

PO Box 1266

Rockport, Maine 04856

470-7471 – Home & Work

E-mail: lposson@aol.com

Term Expires: June 30, 2019

David Jackson, Vice-Chair

10 West Street

PO Box 760

Rockport, Maine 04856

236-3778 – Home

236-7014 – Office

E-mail: dpjackson@roadrunner.com

Term Expires: June 30, 2018

VACANCY

Term Expires: June 30, 2020

Terri Lea Smith, Opera House Rental Agent

(Ex-Officio Non-Voting Member)

542-3555 – Work/Cell

E-mail: operahouse@town.rockport.me.us

Alexandra (Sani) Fogel

29 Spruce Street

Rockport, Maine 04856

236-4691 – Home

542-2273 – Cell

E-mail: awfh36@gmail.com

Term Expires: June 30, 2018

Benjamin Blackmon, Library Director

(Ex-Officio Non-Voting Member)

236-3642 – Work (library)

E-mail: blackmonben@rockport.lib.me.us

Richard C. Bates, Town Manager

(Ex-Officio Non-Voting Member)

101 Main Street

Rockport, Maine 04856

236-0806 – Work

E-mail:

townmanager@town.rockport.me.us

Updated: June 27, 2017

Select Board Liaison: Thomas Gray

APPLICATION FOR COMMITTEE SERVICE

Town of Rockport 101 Main Street Rockport, ME 04856

Name: WILLIAM J. LEDNE Home Mailing Address: P.O. Box 877

Legal Address: 33 SPEAR ST Work Address: —

Phone Number: (Home) 230-0189 ^{CELL} (Work) 607-0002 E-Mail Address: BLEONE@AOL.COM

Committee you wish to serve on: CAPITAL COMMITTEE

Why do you want to serve on this committee?

I WOULD LIKE TO SERVE BECAUSE I FEEL I COULD DRAW
FROM MY BUSINESS EXPERIENCE TO BENEFIT THE COMMITTEE.

Do you have any background that would be helpful on this committee?

MY BUSINESS CAREER CONSISTED OF RETAIL SERVICE BUSINESSES
AS WELL AS REAL ESTATE DEVELOPMENT & MANAGEMENT.
BECAUSE OF MY BACKGROUND I HAVE A GREAT DEAL OF
EXPERIENCE IN DEALING WITH CAPITAL ITEMS. I AM ALSO
FAMILIAR WITH DESIGN/BUILD PROJECTS.

Land Use philosophy: (if applicable)

I AM IN FAVOR OF MAINTAINING AND PROTECTING GREEN
SPACE.

Are there objectives you wish to see accomplished?

I THINK A WELL THOUGHT OUT SCHEDULE OF CAPITAL
PROJECTS WOULD HELP WITH THE BUDGET PROCESS.

Are you interested in serving on other committees?

Interview comments:

Appointment Date: _____

From: Allen Mitchell
To: [Stacey Parra](mailto:Stacey.Parra)
Subject: RE: Emailing - Committee Application - William Leone - Capital Improvement Committee.pdf
Date: Tuesday, August 8, 2017 4:39:08 PM

Stacey, I am fine with Bill. He will be a good addition. Allen

From: Stacey Parra [mailto:executiveassistant@town.rockport.me.us]
Sent: Tuesday, August 08, 2017 4:04 PM
To: Allen Mitchell <allenmar@mccormickbuilders.com>
Subject: Emailing - Committee Application - William Leone - Capital Improvement Committee.pdf

Allen,

Can I please get your recommendation on the appointment of William Leone to the CIC?

Thanks!

Stacey

Stacey Parra
Executive Assistant to the Town Manager & General Assistance Administrator
Town of Rockport
101 Main Street
Rockport, Maine 04856
207-236-0806 x 3
207-230-0112 – Fax
www.town.rockport.me.us
www.rockportmaine.com
<http://livestream.com/Rockportmaine>

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CAPITAL IMPROVEMENT COMMITTEE

MEMBERSHIP: 5 Regular, 3 Alternate

TERM: Staggered, 3-year

Allen Mitchell, Chair

175 Main Street
PO Box D
West Rockport, Maine 04865
236-4422 – Home
E-mail: allenmar@mccormickbuilders.com
Term Expires: June 30, 2019
Appointed: April 8, 2013

Steven D. Dailey

226 Main Street
PO Box 493
Rockport, Maine 04856
236-4641 – Home
236-4731 – Work
E-mail: steveandlizdailey@gmail.com
Term Expires: June 30, 2019
Appointed: May 13, 2013

Stephen Corson

163 Main Street
Rockport, Maine 04856
236-8886 – Home
596-6554 – Work
E-mail: blackdogmack@gmail.com
Term Expires: June 30, 2020
Appointed: September 8, 2014

Jeffrey Charland

20 Forest Glen Drive
Rockport, Maine 04856
266-5006 – Home
669-6796 – Work
E-mail: jcharland@barharbor.bank
Term Expires: June 30, 2018
Appointed: July 10, 2017

Vacancy

Term Expires: June 30, 2018

Updated: July 11, 2017

Select Board Liaison: Mark Kelley and Thomas Gray

VI. New Business

d. Committee Presentation(s):

➤ None this meeting

VI. New Business

- e. Vote to Establish an Ad Hoc Comprehensive Plan Review Committee

Manager's Comments – As you will remember from a previous meeting, this is the first step in a two-year process of review and revision of the Comprehensive Plan, which was adopted in 2004.

This first phase will simply be a review of the current plan. In this review, we will be looking at what has been completed thus far, what should be worked on now (low hanging fruit), what should be removed from the plan because it is no longer relevant and finally, what sections are in need of significant updating?

I would recommend that this committee be made up of between 5 and 7 residents and that it be staffed by the Planning and Community Development Director. Once you vote to establish the committee you should put out a call for interested parties to submit an application of interest and that you appoint them after an interview at a subsequent meeting.

Suggested Motion – Motion to move to vote to establish an Ad Hoc Comprehensive Plan Review Committee made up of ____ members and to ask interested residents to submit an application by _____ for consideration at the _____ meeting of the Select Board.

Memo

To: Richard C. Bates, Town Manager

Cc: Kenneth McKinley, Chair and members of the Rockport Select Board
Anne Krieg, Executive Director @ Mid-Coast Regional Planning Commission

From James P. Francomano, Director of Planning and Development

Date: July 6, 2017

Re: Comprehensive Plan

At the end of a three-year effort, the current Comprehensive Plan was adopted in 2004. Significant changes to the zoning map followed and other concerted efforts at implementation continued for a few more years, perhaps with less energy and enthusiasm during the economic Recession. With this memo, I am recommending a thorough review of the Comp Plan in the current fiscal year and then a second phase, beginning in full force after July 1, 2018, to revise it with outside consultant support from the Mid-Coast Regional Planning Commission (MCRPC).

It is ultimately up to each municipality in Maine to decide when its Comp Plan is ripe for an update or revision. Some incentives for keeping Comp Plans current have been repealed from state law and relaxed in agency regulations and guidelines (such as bonus points on grant applications). One other typical reason to rework a Comp Plan is to ensure solid support for land use decision-making in case of a legal challenges. Based on recent decisions by the Planning Board and ZBA, I am not aware of any issues of concern of this type. The same goes for the recent and anticipated zoning amendments I am aware of, which by law must be consistent with the Comp Plan.

In Rockport's case, other, more timely goals for making revisions to the Comp Plan may include providing better integration with the newly revised Capital Improvement Plan (CIP) and guidance to the stand-alone Committee created for implementation of the CIP. As a professional planner, I would also hope and expect to provide the Town with an opportunity to revisit the significance of the Harbor Village in the community, by and through this next round of review, updates and revisions to the Comp Plan.

MCRPC Executive Director Anne Krieg and I have discussed the legal requirements and Rockport's needs for quality public participation, resulting in the attached preliminary cost estimate for the second phase of the project. With some refinement, this will be part of my budget request for the fiscal year beginning July 1, 2018.

p. 1 of 2

My own proposed timeline for the first phase, in the current fiscal year, is as follows:

- Summer 2017: Read the Comp Plan, especially the more subjective “Book I” policy issues. Submit suggested changes, as well as questions on implementation to date, etc., to Jamie and Rick by email.
- Appoint two Select Board members to recruit members for a new Comprehensive Plan Review Committee, with guidance from the full Select Board on member qualifications.
- September 2017: Report on implementation of 2004 Comp Plan.
- Appoint Comprehensive Plan Review Committee.
- October 2017: Begin monthly Committee meetings with specific topics approved by Committee Chair and prepared for review and discussion by Jamie.
- November 2017: Resource package has been requested from the Municipal Planning Assistance Program (MPAP formerly SPO) and is due in November 2017. This provides the demographic and other material to update much of “Book II” which is intended to provide more objective inventory and analysis.
- Winter and Spring 2018: Continue Committee meetings through Spring and then hand-off to the Select Board for the process to be facilitated by Anne Krieg of MCRPC.
- Summer and Fall 2018: The Select Board, working with directly with Anne Krieg of MCRPC, to host a few Workshop meetings reconcile any unresolved edits and complete final draft of proposed changes.
- Select Board public hearings and coordination with MPAP for state agency review, also to be facilitated by MCRPC.
- January 2019: MPAP “Finding of Consistency” with Growth Management Act.
- June 2019: Town Meeting Vote to adopt revised Comp Plan.

p. 2 of 2

VI. New Business

f. Presentation by Intern Peter Nelson

Manager's Comments – The Town was fortunate to secure the services of Peter Nelson of Newcastle to serve as a summer intern in the Public Works Department. During that time, he has done an amazing amount of work for the Town that will be useful for many years to come. He has worked with Leticia van Vuuren, the GIS specialist at Knox County, to ensure that the data we collect will be easily overlaid onto the existing GIS System.

Over the summer, his project has been to get a large portion of our local infrastructure into the GIS database and onto the local roads software we purchased for that purpose. He has collected data on all of the Town owned roads including length, grade and conditions as well as all culverts in our ROW, their length width and condition. He is now working on collecting all of our streetlight data and pole data on Town and State roads.

Having this all in the GIS database will be an asset to the Town and will produce benefits far beyond the cost of paying him to do the work.

Peter will be on hand to give you a demonstration of the work he has been doing and will be prepared to answer any questions you might have about his efforts.

It is our hope that we can get him back to complete some of the other things that we would like to get into the database. He is interested in getting this work finished up. It would be very helpful to get signs into the GIS system as well as sidewalks.

Bottom line, this has been a good internship assignment as we have gotten a lot of work done at a really affordable price and Peter has felt that it has been a great learning experience for him and allowed him to put what he had learned in the past into practice.

This item is informational and no decision is needed and no action needs to be taken.

VI. New Business

- g. Consider a request to accept the donation of a bench in Marine Park

Manager's Comments – Included in your packet please find a memo from Harbormaster Abbie Leonard and the wording of what will be placed on the bench by Rev. J. Vance Williams. Abbie and Rev. Williams have been working on this over the last few weeks and feel that the placement of the bench at the Harbor is a benefit to the Town.

Suggested Motion – Motion to approve the placement of the bench at Rockport Harbor at the place designated by the Harbormaster Abbie Leonard and a thank you to Rev. Williams for his donation.

Memo

To: Rockport Select Board
From: Abbie Leonard, Harbormaster
Date: 8/8/2017
Re: Memorial Bench recommendation

I met with Vance Williams in regard to placing a memorial bench at the harbor. We walked around and found a spot for it under a tree toward the Goose River side of the park. He advised me that it would be a granite bench to match the memorial bench near the Andre statue, crafted and installed by Brooks Monument in Warren. If approved, I will work with Brooks monument and advise them of the location of the bench. It is my recommendation that the Board approve the donation of the bench as it will make a welcome addition to the harbor.

Respectfully Submitted,

Abbie Leonard, Harbormaster

please call
522-3181

In Memory of
REV J. VANCE WILLIAMS
JULY 12, 1931

Sit and find Peace
Rise and bring Peace to others
"Blessed are the Peacemakers"... Matt. 5 9

PROUD FATHER OF

LYNN JOYCE MARJORIE BILLIE JONATHAN VALERIE



Tablet: 42" x 16" x 4" PFT

2344 Camden Road (Route 90)

P.O. Box 66

Warren, ME 04864

270-273-2981

VI. New Business

- h. Discuss and approve the proposed warrant items and wording of the warrant articles for the November 7, 2017 Special Town Meeting Warrant

Manager's Comments – In your packet you will find two changes to the Charter as we had previously discussed. One is in regard to a change needed due to reserves caught by the auditor and the second is to clarify language regarding the annual audit and appointment of the auditor (in one place it said the Select Board, in another it said the Town Manager). It has been changed to reflect that the audit is the responsibility of the Select Board.

Also, there is the proposed marijuana language and the revision to the Coastal Waters and Harbor Ordinance adding some special exception language. Please note these are in no particular order and can be moved around.

Suggested Motion – Motion to approve the proposed warrant articles 2-5 for inclusion on the November 7, 2017 Special Town Meeting Warrant, which wording could be changed at the Monday, September 11th Public Hearing.

PROPOSED WARRANT ARTICLES

Article 2. Shall the Town approve the Charter amendment reprinted below?

Article II, Section 7 of the Town of Rockport Charter, which enumerates the powers of the Select Board, is amended by inserting the underscored language in a new subsection I related to managing reserve accounts, as shown below:

Section 7 Powers and Duties

- I. Manage all reserve accounts established by town meeting vote, supplement those accounts with non-budgeted revenue, including but not limited to income from the sale of Town property and donations, and make expenditures from those accounts in order to accomplish the purposes for which the accounts, were established, all in accordance with the Rockport Reserve Account Policy, as amended.

Article 3. Shall the Town approve the Charter amendment reprinted below?

Article VI, Section 12 of the Town of Rockport Charter, which requires an annual audit, is amended by deleting the language in strikeover type and inserting the underscored related to the Select Board's appointment authority, as shown below:

Section 12 Annual Audit

The ~~Town Manager~~ Select Board shall each year appoint a certified public accountant or accountants ~~with the approval of the Select Board~~ for the purpose of conducting the annual audit of the prior fiscal year municipal finances as authorized by law.

State Law Reference: Title 30-A, MRSA, Section 5823

Article 4. Shall an Ordinance entitled "Ordinance Prohibiting Retail Marijuana Establishments and Retail Marijuana Social Clubs in the Municipality of Rockport" be enacted?"

Article 5. Shall an ordinance entitled "Coastal Waters & Harbors Ordinance" be amended by adding the underlined language to Section _____ as shown below?

SPECIAL EXCEPTION – ROCKPORT COASTAL WATERS AND HARBOR ORDINANCE

A. Currently, pursuant to Section 502.3, “[v]essels of forty feet (40’ LOA) or greater will not be assigned a mooring location in the Inner Harbor.” The purpose of this Special Exception Ordinance is to permit owners of commercial vessels seeking to have a mooring in Rockport’s Inner Harbor to apply to a town body – the Harbor Committee – for a special exception permitting boats up to 50 feet in length to be moored in the Inner Harbor.

To that end, the Harbor Committee shall be authorized as follows:

To hear and decide special exception applications for moorings in the Inner Harbor; to decide such questions as are involved in determining whether such special exceptions should be granted; and by majority vote to grant such special exceptions with such conditions and safeguards as are appropriate under this Ordinance, or to deny such special exceptions when not in harmony with the purposes and intent of this Ordinance. An exception may be granted only if the petitioner has established to the satisfaction of the Harbor Committee that the following criteria are met:

1. That the proposed use will not have an adverse effect on the natural environment and/or that the site for that use does not have unusual physical characteristics such as size or shape which would have an adverse effect on surrounding moorings.
2. That the proposed use will not create an unreasonable demand for public services, including, but not limited to, public access to Rockport Harbor, fire protection, police protection, and recreational programs and facilities.
3. That the proposed use would not result in an inordinate amount of boat traffic at or surrounding the site and/or cause any problems regarding emergency access.
4. That the proposed use will not have an adverse effect on the use of surrounding moorings. The applicant shall provide sufficient information and documentation to assure that the use will meet all other applicable requirements. Before granting any special exceptions, the Harbor Committee may refer the application to the Harbormaster for an informational report concerning the effect of the request on the surrounding moorings and any other pertinent data with respect to the Comprehensive Plan of the Town of Rockport.

B. To the extent necessary, the applicant shall be responsible for costs associated with moving any moorings belonging to neighboring boat owners. These moorings shall only be moved with the consent of the individuals whose moorings would be impacted.

C. The Harbor Committee shall consider the degree to which modifying mooring locations in the vicinity of the applicant’s mooring have been incorporated to mitigate adverse effects on surrounding moorings.

D. Appeals of decisions made by the Harbor Committee for special exception permits shall be made to the Select Board.

VI. New Business

- i. Vote to hold a public hearing on the warrant articles for the November 7, 2017 Special Town Meeting Warrant on Monday, September 11, 2017, 7 p.m., Rockport Opera House Meeting Room

Suggested Motion – Motion to hold a public hearing on the proposed warrant articles 2-5 for the November 7, 2017 Special Town Meeting Warrant on Monday, September 11, 2017, 7:00 p.m., Rockport Opera House Meeting Room

VI. New Business

- j. Vote to hold a public hearing and set a meeting date regarding the removal of a dangerous building at 479 Rockland Street (Map 17/Lot 79)

Manager's Comments – As has been previously discussed with Planner and Community Development Director James Francomano, it is now time to hold a public hearing and set a meeting date in the above matter. Included in your packet is a memo from Jamie.

Suggested Motion – Motion to hold a public hearing and set a meeting date of _____ (Monday, September 11, 2017?) regarding the removal of a dangerous building at 479 Rockland Street (Map17/Lot79).

Memo

To: Richard C. Bates, Town Manager

Cc: Kenneth McKinley, Chair and Members of the Rockport Select Board
Scott E. Bickford, Code Enforcement Officer

From: James P. Francomano, Director of Planning & Development

Date: August 10, 2017

Re: Removal of Dangerous Building – Valerie Kelly
479 Rockland Street (Map 17/Lot 79)

This is a request to schedule a public hearing in conjunction with the Select Board meeting of September 25, 2017 to review staff's proposal remove a dangerous building. I have instructions from the Town Attorney on the process for notice to the owner and the public and just need a date at this point.

For some background: this matter concerns the property and former home of Valerie Kelly at 479 Rockland Street. The structure is unoccupied and poses a health hazard. Unfortunately, over the past two or three years, the owner has not responded adequately to various efforts to work together on a solution. On June 1, 2017 the Select Board authorized staff to pursue legal remedies for the violations noted, which has led us to this point.

The public hearing is required as a final effort to gather information from the owner and the public to allow the Select Board to make an informed decision on enforcement, which may include demolition and attaching a lien to the property for the cost. Documentation of the condition of structure and samples of Code Enforcement Officer Scott Bickford's correspondence will be provided to the owner, the Select Board and the public if we go ahead with the hearing. I will be at the Board's meeting on Monday, August 14 to respond to questions.

VI. New Business

- k. Approval to allow the Town Manager to sign the contract with Greenwood Emergency Vehicles, Inc. for a new fire truck.

Manager's Comments – Included in your packet is all of the back-up to go along with the new truck purchase.

As you remember we have been before the board on several occasions on this and talked about the planned purchase of an E-One Typhoon Pumper Fire Truck at a total cost of \$584,227 as part of a lease purchase arrangement that has been part of the CIP for many years.

This purchase is not scheduled to take place until the new 2018 budget year kicks on July 1, 2018. These trucks take 9 – 10 months to build. The plan has been to get the truck ordered now, to take advantage of the savings of the expected price increase, that will happen in November.

Below is the timeline that has led up to the decision you are being asked to make at tonight's meeting.

The Towns truck replacement plan was created and put into effect by Virginia Lindsey in Fall of 2014.

- *Scheduled replacement of Old West Rockport E-24 in 2014/2015 for \$400,000, this is done.*
- *Scheduled replacement of Rockport Unit 25 2018/2019 \$585,000, this is the truck we are buying next year.*
- *Scheduled replacement of Rockport E-21 2025/2026 \$450,000 subject to change, this is off in the future.*

On March 13th we went in front of the Select Board to ask for approval to pre-order the fire truck in July 2017, still making the original payment July 2018. The savings will be 25-30K.

The Fire Department Truck Committee had their first meeting in October 2016.

Additional truck committee meetings:

- *January 2017*
- *March 2017*
- *3 Meetings in April 2017 - two of these were with E-One Sales Rep. Chris Champagne.*
- *2 Meetings in May 2017 one meeting with E-One Sales Rep. Chris Champagne*
- *2 Meetings in June 2017*
- *1 Meeting in July 2017 with E-One Sales Rep. Chris Champagne*
- *A Trip in July to Massachusetts to visit two departments with similar trucks*

Chief Peasley will be on hand to answer any questions that the Board might have with regards to this purchase.

Suggested Motion – Motion to move to approve the request from the Town Manager and the Fire Chief to order the new E-One Typhoon Pumper Fire Truck in the amount of \$584,227 from Greenwood Emergency Vehicles, Inc. for delivery on or about July 1-July 15, 2018.

GREENWOOD EMERGENCY VEHICLES, INC.

**530 John Dietsch Boulevard
North Attleboro, Massachusetts 02763
(508) 695-7138**

FIRE APPARATUS PROPOSAL

DATE: JULY 24, 2017

THIS PROPOSAL HAS BEEN PREPARED FOR:

TOWN OF ROCKPORT
101 MAIN STREET, PO BOX 10
ROCKPORT, MAINE 04856

WE HEREBY PROPOSE TO FURNISH TO YOU, SUBJECT TO PROPER EXECUTION OF THE ATTACHED AGREEMENT BY YOU AND BY AN OFFICER OF THIS COMPANY, THE FOLLOWING VEHICLE AND EQUIPMENT TO BE BUILT IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS:

QUANTITY: **ONE (1)**

MODEL: **E-ONE TYPHOON PUMPER**

PRICE: **\$584,227**

DELIVERY WILL BE **F.O.B. ROCKPORT, MAINE** AND WILL BE MADE APPROXIMATELY **330 DAYS** AFTER RECEIPT AND PROPER EXECUTION OF THE ATTACHED AGREEMENT BY BOTH PARTIES

THIS PROPOSAL SHALL EXPIRE UNLESS ACCEPTED WITHIN **THIRTY (30)** DAYS AND MAY BE EXTENDED, IN WRITING, AT THE DISCRETION OF THE COMPANY.

THE UNDERSIGNED CERTIFIES UNDER PENALTIES OF PERJURY THAT THIS BID OR PROPOSAL HAS BEEN MADE AND SUBMITTED IN GOOD FAITH AND WITHOUT COLLUSION OR FRAUD WITH ANY OTHER PERSON. AS USED IN THIS CERTIFICATION, THE WORD "PERSON" SHALL MEAN ANY NATURAL PERSON, BUSINESS, PARTNERSHIP, CORPORATION, UNION, COMMITTEE, CLUB OR OTHER ORGANIZATION, ENTITY OR GROUP OF INDIVIDUALS.

GREENWOOD EMERGENCY VEHICLES, INC.

MARK MACDONALD
VP SALES & MARKETING

CONTRACT

THIS CONTRACT MADE IN DUPLICATE, BY AND **BETWEEN GREENWOOD EMERGENCY VEHICLES, INC.** - PARTY OF THE FIRST PART, HEREINAFTER REFERRED TO AS "THE COMPANY", AND: **ROCKPORT, MAINE**, BY ITS AUTHORIZED REPRESENTATIVES - PARTY OF THE SECOND PART, HEREINAFTER REFERRED TO AS "THE BUYER", WITNESSETH AS FOLLOWS:

1. THE COMPANY AGREES TO SELL, UPON THE CONDITIONS WRITTEN BELOW, VEHICLE AND EQUIPMENT IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS, WHICH ARE MADE A PART OF THIS AGREEMENT AND CONTRACT. IN THE EVENT THAT THE COMPANY'S SPECIFICATIONS AND THE BUYER'S SPECIFICATIONS ARE INCORPORATED IN THIS AGREEMENT, BUT ARE IN CONFLICT WITH ONE ANOTHER, THE COMPANY'S SPECIFICATIONS SHALL APPLY.
2. THE SAID VEHICLE AND EQUIPMENT SHALL BE DELIVERED BY THE COMPANY WITHIN APPROXIMATELY **330 DAYS** AFTER RECEIPT OF ORDER AND THE EXECUTION OF THE CONTRACT BY THE BUYER, AND THE RECEIPT AND ACCEPTANCE OF THE SAME BY THE COMPANY AT THE COMPANY'S OFFICE IN NORTH ATTLEBOROUGH, MASS. DELIVERY SHALL BE SUBJECT TO DELAYS DUE TO STRIKES, MATERIALS AVAILABILITY AND OTHER CAUSES BEYOND THE COMPANY'S CONTROL. VEHICLE AND EQUIPMENT SHALL BE ACCEPTED BY THE BUYER **F.O.B., ROCKPORT, MAINE**, INCLUDING ALL APPLICABLE FEDERAL AND STATE TAXES. IF THE BUYER OF THE PRODUCT IS EXEMPT FROM TAXES, IT SHALL BE THE RESPONSIBILITY OF THE BUYER TO COMPLETE THE ATTACHED TAX EXEMPT CERTIFICATE.
3. IF FULL ACCEPTANCE TESTS ARE REQUIRED TO BE PERFORMED AT THE BUYER'S LOCATION, SUCH TESTS SHALL BE MADE UPON ARRIVAL AT DESTINATION, WHILE THE VEHICLE IS IN THE CARE, CUSTODY, AND CONTROL OF THE COMPANY. IF DESIRED, A PUMP TEST (IF APPLICABLE) MAY BE PERFORMED AT THE COMPANY LOCATION, UNDER THE BUYER'S SUPERVISION, BEFORE SHIPMENT. IF NO SUCH TESTS ARE MADE, THEN SAID VEHICLE AND EQUIPMENT SHALL BE CONSIDERED ACCEPTABLE AND IN COMPLIANCE WITH THE CONTRACT AND SPECIFICATIONS.
4. IF MORE THAN ONE VEHICLE IS COVERED BY THIS CONTRACT, AND THE VEHICLES ARE SHIPPED ON DIFFERENT DATES, AN INVOICE COVERING EACH VEHICLE OR SHIPMENT SHALL BE RENDERED. LOOSE EQUIPMENT SHIPPED SEPARATELY SHALL BE INVOICED SEPARATELY, AND AMOUNTS PAID AGAINST SUCH INVOICES SHALL BE DEDUCTED FROM THE CONTRACT PRICE UPON FINAL SETTLEMENT.
5. THE BUYER AGREES TO MAKE THE VEHICLE OR EQUIPMENT AVAILABLE TO THE SELLER FOR DISPLAY PURPOSES AT TIMES CONVENIENT TO THE BUYER, WITH PRIOR AUTHORIZATION BY THE FIRE CHIEF, OR HIS DESIGNEE.
6. ALL CONTRACTS ARE TAKEN SUBJECT TO THE WRITTEN ACCEPTANCE OF GREENWOOD EMERGENCY VEHICLES, INC. BY AN OFFICER OF THE COMPANY. WHEN REQUESTED, THE BUYER SHALL FURNISH SATISFACTORY OPINION OF THE BUYER'S ATTORNEY AS TO THE POWER OF THE BUYER TO ENTER INTO SAID CONTRACT, AND THAT SAID CONTRACT IS A VALID, LEGAL AND ENFORCEABLE OBLIGATION OF THE BUYER, AND THAT THE OFFICIAL EXECUTING THE CONTRACT FOR THE BUYER HAS THE AUTHORITY TO DO SO.

7. THIS AGREEMENT, INCLUDING ITS APPENDICES, EMBODIES THE ENTIRE UNDERSTANDING BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER CONTAINED HEREIN, AND MERGES ALL PRIOR DISCUSSIONS AND AGREEMENTS BETWEEN THEM. NO AGENT OR REPRESENTATIVE OF THE COMPANY HAS THE AUTHORITY TO MAKE ANY REPRESENTATIONS, STATEMENTS OR AGREEMENTS NOT EXPRESSED HEREIN. ALL MODIFICATIONS OR AMENDMENTS OF THIS CONTRACT, INCLUDING ITS APPENDICES, MUST BE IN WRITING AND MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF EACH PARTY.
8. THE VEHICLE COVERED BY THIS CONTRACT IS NOT WARRANTED BY THE COMPANY BY ANY EXPRESS OR IMPLIED WARRANTIES. THE VEHICLE IS SUBJECT TO LIMITED WARRANTIES AS PROVIDED BY THE MANUFACTURERS OF BOTH THE COMPLETED VEHICLE AND ITS COMPONENTS. THE COMPANY IS AN AUTHORIZED SERVICE AND WARRANTY AGENCY FOR MANY OF THE COMPONENTS FURNISHED ON THE VEHICLE, AND ALSO OFFERS THE BUYER ASSISTANCE IN RESOLVING WARRANTY CLAIMS RELATING TO COMPONENTS SERVICED BY OTHER AGENCIES. COPIES OF MAJOR COMPONENT WARRANTIES SHALL BE PROVIDED ON DELIVERY. THE COMPANY SHALL NOT BE LIABLE FOR TECHNICAL OR EDITORIAL ERRORS OR OMISSIONS CONTAINED IN ANY WARRANTY SUPPLIED BY THE MANUFACTURER. TO THE EXTENT ALLOWED BY APPLICABLE LAW, THE COMPANY DISCLAIMS ALL IMPLIED WARRANTIES OR CONDITIONS, WHETHER WRITTEN OR ORAL, AND NO WARRANTY IS EXPRESSED OR IMPLIED, AND THE COMPANY SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, SATISFACTORY QUALITY AND FITNESS FOR A PARTICULAR PURPOSE. TO THE EXTENT ALLOWED BY APPLICABLE LAW, IN NO EVENT SHALL THE COMPANY BE LIABLE FOR DIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGE, WHETHER BASED ON CONTRACT, TORT OR OTHERWISE.
9. THE COMPANY MAKES NO WARRANTY ON, NOR WILL THE COMPANY BE HELD RESPONSIBLE FOR ANY CUSTOMER SUPPLIED EQUIPMENT. THE COMPANY SHALL NOT BE HELD LIABLE FOR ANY EQUIPMENT MALFUNCTIONS ON CUSTOMER SUPPLIED ITEMS SUCH AS EXTRICATION EQUIPMENT, SAWS, RAMS, ETC... THE COMPANY USES THIS EQUIPMENT ONLY FOR THE PURPOSE OF FABRICATING TRAYS AND BRACKETRY AND IS NOT RESPONSIBLE FOR ENSURING PROPER EQUIPMENT OPERATION.
10. THE COMPANY RESERVES THE RIGHT TO MAKE PRODUCT IMPROVEMENTS WITHOUT NOTICE.
11. DELIVERY INSTRUCTIONS SHALL BE GIVEN IN ACCORDANCE WITH A MUTUALLY AGREEABLE SCHEDULE. TRANSFER OF OWNERSHIP SHALL TAKE PLACE BEFORE DELIVERY INSTRUCTIONS BEGIN. THE BUYER AGREES THAT FIRE FIGHTERS PARTICIPATING IN DELIVERY INSTRUCTIONS MUST BE FAMILIAR WITH BASIC FIRE APPARATUS OPERATING PRINCIPLES. DRIVER TRAINING SHALL BE THE RESPONSIBILITY OF THE BUYER. BUYER HEREBY ACKNOWLEDGES THAT THE COMPANY HIGHLY RECOMMENDS THAT ALL INDIVIDUALS WHO WILL BE OPERATING THE EQUIPMENT PURCHASED UNDER THIS AGREEMENT ATTEND A TRAINING PROGRAM OFFERED BY THE COMPANY AND THAT THE PURPOSE OF SAID TRAINING PROGRAM IS **NOT** TO INSTRUCT THE BUYER'S PERSONNEL ON SKILLS ONE WOULD ACQUIRE IN FIREFIGHTER TRAINING SCHOOL AND/OR PROFESSIONAL DRIVER TRAINING SCHOOL, BUT TO DEMONSTRATE THE FEATURES AND COMPONENTS OF THE EQUIPMENT PURCHASED HEREUNDER AND FAMILIARIZE BUYER'S PERSONNEL WITH THE PROPER USE AND OPERATION THEREOF. THE COMPANY FURTHER RECOMMENDS TO THE BUYER (1) THAT AS NEW PERSONNEL ARE ASSIGNED TO THE EQUIPMENT PURCHASED HEREUNDER TRAINING SESSIONS BE SCHEDULED FOR SUCH NEW PERSONNEL; AND (2) THAT REFRESHER TRAINING SESSIONS FOR ALL PERSONNEL OPERATING THE PURCHASED EQUIPMENT BE SCHEDULED AT LEAST EVERY FIVE (5) YEARS FROM THE DATE OF DELIVERY. FURTHER INFORMATION ON TRAINING SESSIONS AND ANY COSTS ASSOCIATED THEREWITH MAY BE OBTAINED BY CALLING THE COMPANY'S TRAINING DIVISION.

12. "TRADE-IN" VEHICLES (IF APPLICABLE): ALL VEHICLES THAT ARE TO BE TAKEN IN TRADE AS PART OF THIS CONTRACT SHALL BE, ON THE DAY OF DELIVERY, IN THE SAME OPERATING CONDITION AS ON THE DATE OF THIS CONTRACT EXCEPT FOR ORDINARY WEAR AND TEAR. THE BUYER SHALL NOT SELL THE VEHICLE TO A THIRD PARTY WITHOUT THE WRITTEN APPROVAL OF THE COMPANY. TRADE-IN'S SHALL BE SURRENDERED WITH ALL SUCTION CAPS, DISCHARGE CAPS, AND OTHER EQUIPMENT WHICH MAY BE NOTED ON ANY ADDITIONAL DESCRIPTIVE DOCUMENTS THAT MAY BE NECESSARY. ALL TRADE-INS SHALL BE DELIVERED BY THE BUYER TO THE COMPANY. OWNERSHIP TRANSFER TO THE COMPANY SHALL NOT TAKE PLACE UNTIL THE TRADE-IN IS DELIVERED AND TRANSFER OF TITLE TAKES PLACE.

13. APPARATUS PAINT COLOR(S) SHALL BE:

BODY: RED
CAB: RED
CAB ROOF: WHITE

14. IN THE EVENT AN ORDER IS CANCELLED BEFORE CONSTRUCTION HAS STARTED, A 1% CANCELLATION CHARGE SHALL APPLY. IF WORK HAS STARTED ON THE VEHICLE, CANCELLATION CHARGE SHALL BE 1% PLUS THE ACTUAL COST FOR WORK DONE TO DATE, AS DETERMINED BY THE COMPANY.

15. THE VEHICLE BEING PURCHASED SHALL COMPLY TO NFPA 1901 STANDARD TO THE EXTENT THE ATTACHED SPECIFICATIONS PERMIT. IF AN ITEM IN ONE OF THESE STANDARDS IS NOT SUPPLIED WITH OR DESIGNED INTO THE VEHICLE, IT IS BECAUSE THE BUYER DID NOT DESIRE TO INCLUDE IT ON THE VEHICLE.

16. ALL THREADS PROVIDED ON THE VEHICLE OR ON SUPPLIED EQUIPMENT SHALL BE NST, UNLESS NOTED TO THE CONTRARY.

17. THE BUYER ACKNOWLEDGES THAT EXTENDED WARRANTIES ARE AVAILABLE ON VARIOUS COMPONENTS OF THE VEHICLE, AND THAT THESE WARRANTIES HAVE BEEN OFFERED FOR PURCHASE AT ADDITIONAL COST. BY EXECUTING THIS CONTRACT, THE BUYER ACKNOWLEDGES THAT NO EXTENDED WARRANTIES ARE A PART OF THIS AGREEMENT UNLESS THEY ARE INCORPORATED INTO THE ATTACHED SPECIFICATIONS.

18. THE BUYER AGREES TO PAY AS PURCHASE PRICE FOR THE VEHICLE, ACCEPTED AS AFORESAID, THE SUM OF:

FIVE HUNDRED EIGHTY FOUR THOUSAND TWO HUNDRED TWENTY SEVEN DOLLARS

\$584,227

19. **PAYMENT TERMS: 100% PAYMENT SHALL BE MADE WITHIN FIVE (5) CALENDAR DAYS OF ARRIVAL AT GREENWOOD FIRE APPARATUS, INC. THE MANUFACTURER'S STATEMENT OF ORIGIN FOR THE VEHICLE SHALL BE PRESENTED TO THE BUYER UPON PAYMENT. IN THE EVENT THAT PAYMENT IS NOT AVAILABLE WITHIN THE FIVE (5) DAY PAYMENT TERMS THE COMPANY RESERVES THE RIGHT TO CHARGE THE BUYER INTEREST AT 2% OVER THE PREVAILING PRIME RATE FOR THE PERIOD FROM THE PAYMENT DUE DATE TO THE ACTUAL PAYMENT DATE. THE INVOICE FOR THE VEHICLE SHALL BE MAILED TO THE BUYER AT LEAST FIFTEEN (15) DAYS PRIOR TO THE ARRIVAL OF THE UNIT AT GREENWOOD FIRE APPARATUS, INC.**

IN WITNESS WHEREOF, BUYER AND COMPANY HAVE CAUSED THIS CONTRACT TO BE EXECUTED BY THEIR DULY AUTHORIZED REPRESENTATIVES THIS 24TH DAY OF JULY, 2017.

BUYER'S REGISTERED NAME:

TOWN OF ROCKPORT
101 MAIN STREET, PO BOX 10
ROCKPORT, MAINE 04856

BY: _____

TITLE: _____

DATE: _____

GREENWOOD EMERGENCY VEHICLES, INC.
530 JOHN DIETSCH BOULEVARD
NORTH ATTLEBOROUGH, MA 02763

BY: _____

TITLE: _____

DATE: _____

TERMS & CONDITION OF SALE

1. GREENWOOD EMERGENCY VEHICLES, INC. (HEREINAFTER CALLED THE "COMPANY") AGREES TO SELL, UPON THE CONDITIONS WRITTEN BELOW, **CUSTOM PUMPER** AND EQUIPMENT IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS, WHICH ARE MADE A PART OF THIS PROPOSAL. IN THE EVENT THAT THE COMPANY'S SPECIFICATIONS AND THE BUYER'S SPECIFICATIONS ARE INCORPORATED IN THIS PROPOSAL, BUT ARE IN CONFLICT WITH ONE ANOTHER, THE COMPANY'S SPECIFICATIONS SHALL TAKE PRECEDENCE.
2. THE SAID VEHICLE AND EQUIPMENT SHALL BE DELIVERED BY THE COMPANY WITHIN APPROXIMATELY **330 DAYS** AFTER RECEIPT OF ORDER AND THE EXECUTION OF THE CONTRACT OR PURCHASE ORDER BY THE BUYER, AND THE RECEIPT AND ACCEPTANCE OF THE SAME BY THE COMPANY AT THE COMPANY'S OFFICE IN NORTH ATTLEBOROUGH, MASS. DELIVERY SHALL BE SUBJECT TO DELAYS DUE TO STRIKES, MATERIALS AVAILABILITY AND OTHER CAUSES BEYOND THE COMPANY'S CONTROL. VEHICLE AND EQUIPMENT SHALL BE ACCEPTED BY THE BUYER **F.O.B., ROCKPORT, MAINE**, INCLUDING ALL APPLICABLE FEDERAL AND STATE TAXES. IF THE BUYER OF THE PRODUCT IS EXEMPT FROM TAXES, IT SHALL BE THE RESPONSIBILITY OF THE BUYER TO COMPLETE THE ATTACHED TAX EXEMPT CERTIFICATE.
3. IF FULL ACCEPTANCE TESTS ARE REQUIRED TO BE PERFORMED AT THE BUYER'S LOCATION, SUCH TESTS SHALL BE MADE UPON ARRIVAL AT DESTINATION, WHILE THE VEHICLE IS IN THE CARE, CUSTODY, AND CONTROL OF THE COMPANY. IF DESIRED, A PUMP TEST (IF APPLICABLE) MAY BE PERFORMED AT THE COMPANY LOCATION, UNDER THE BUYER'S SUPERVISION, BEFORE SHIPMENT. IF NO SUCH TESTS ARE MADE, THEN SAID VEHICLE AND EQUIPMENT SHALL BE CONSIDERED ACCEPTABLE AND IN COMPLIANCE WITH THE SPECIFICATIONS.
4. IF MORE THAN ONE VEHICLE IS COVERED BY THIS PROPOSAL, AND THE VEHICLES ARE SHIPPED ON DIFFERENT DATES, AN INVOICE COVERING EACH VEHICLE OR SHIPMENT SHALL BE RENDERED. LOOSE EQUIPMENT SHIPPED SEPARATELY SHALL BE INVOICED SEPARATELY, AND AMOUNTS PAID AGAINST SUCH INVOICES SHALL BE DEDUCTED FROM THE PROPOSAL PRICE UPON FINAL SETTLEMENT.
5. THE BUYER AGREES TO MAKE THE VEHICLE OR EQUIPMENT AVAILABLE TO THE SELLER FOR DISPLAY PURPOSES AT TIMES CONVENIENT TO THE BUYER, WITH PRIOR AUTHORIZATION BY THE FIRE CHIEF, OR HIS DESIGNEE.
6. ALL CONTRACTS ARE TAKEN SUBJECT TO THE WRITTEN ACCEPTANCE OF GREENWOOD EMERGENCY VEHICLES, INC. BY AN OFFICER OF THE COMPANY. WHEN REQUESTED, THE BUYER SHALL FURNISH SATISFACTORY OPINION OF THE BUYER'S ATTORNEY AS TO THE POWER OF THE BUYER TO ENTER INTO SAID CONTRACT, AND THAT SAID CONTRACT IS A VALID, LEGAL AND ENFORCEABLE OBLIGATION OF THE BUYER, AND THAT THE OFFICIAL EXECUTING THE CONTRACT FOR THE BUYER HAS THE AUTHORITY TO DO SO.

7. THE VEHICLE BEING PROPOSED IS NOT WARRANTED BY THE COMPANY BY ANY EXPRESS OR IMPLIED WARRANTIES. THE VEHICLE IS SUBJECT TO LIMITED WARRANTIES AS PROVIDED BY THE MANUFACTURERS OF BOTH THE COMPLETED VEHICLE AND ITS COMPONENTS. THE COMPANY IS AN AUTHORIZED SERVICE AND WARRANTY AGENCY FOR MANY OF THE COMPONENTS FURNISHED ON THE VEHICLE, AND ALSO OFFERS THE BUYER ASSISTANCE IN RESOLVING WARRANTY CLAIMS RELATING TO COMPONENTS SERVICED BY OTHER AGENCIES. COPIES OF MAJOR COMPONENT WARRANTIES SHALL BE PROVIDED ON DELIVERY. THE COMPANY SHALL NOT BE LIABLE FOR TECHNICAL OR EDITORIAL ERRORS OR OMISSIONS CONTAINED IN ANY WARRANTY SUPPLIED BY THE MANUFACTURER. TO THE EXTENT ALLOWED BY APPLICABLE LAW, THE COMPANY DISCLAIMS ALL IMPLIED WARRANTIES OR CONDITIONS, WHETHER WRITTEN OR ORAL, AND NO WARRANTY IS EXPRESSED OR IMPLIED, AND THE COMPANY SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, SATISFACTORY QUALITY AND FITNESS FOR A PARTICULAR PURPOSE. TO THE EXTENT ALLOWED BY APPLICABLE LAW, IN NO EVENT SHALL THE COMPANY BE LIABLE FOR DIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGE, WHETHER BASED ON CONTRACT, TORT OR OTHERWISE.
8. THE COMPANY MAKES NO WARRANTY ON, NOR WILL THE COMPANY BE HELD RESPONSIBLE FOR ANY CUSTOMER SUPPLIED EQUIPMENT. THE COMPANY SHALL NOT BE HELD LIABLE FOR ANY EQUIPMENT MALFUNCTIONS ON CUSTOMER SUPPLIED ITEMS SUCH AS EXTRICATION EQUIPMENT, SAWS, RAMS, ETC... THE COMPANY USES THIS EQUIPMENT ONLY FOR THE PURPOSE OF FABRICATING TRAYS AND BRACKETRY AND IS NOT RESPONSIBLE FOR ENSURING PROPER EQUIPMENT OPERATION.
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11. "TRADE-IN" VEHICLES (IF APPLICABLE): ALL VEHICLES THAT ARE TO BE TAKEN IN TRADE SHALL BE, ON THE DAY OF DELIVERY, IN THE SAME OPERATING CONDITION AS ON THE DATE OF THIS PROPOSAL EXCEPT FOR ORDINARY WEAR AND TEAR. THE BUYER SHALL NOT SELL THE VEHICLE TO A THIRD PARTY WITHOUT THE WRITTEN APPROVAL OF THE COMPANY. TRADE-IN'S SHALL BE SURRENDERED WITH ALL SUCTION CAPS, DISCHARGE CAPS, AND OTHER EQUIPMENT WHICH MAY BE NOTED ON ANY ADDITIONAL DESCRIPTIVE DOCUMENTS THAT MAY BE NECESSARY. ALL TRADE-INS SHALL BE DELIVERED BY THE BUYER TO THE COMPANY. OWNERSHIP TRANSFER TO

THE COMPANY SHALL NOT TAKE PLACE UNTIL THE TRADE-IN IS DELIVERED AND TRANSFER OF TITLE TAKES PLACE.

12. APPARATUS PAINT COLOR(S) SHALL BE:

BODY: RED
CAB: RED
CAB ROOF: WHITE

13. IN THE EVENT AN ORDER IS CANCELLED BEFORE CONSTRUCTION HAS STARTED, A 1% CANCELLATION CHARGE SHALL APPLY. IF WORK HAS STARTED ON THE VEHICLE, CANCELLATION CHARGE SHALL BE 1% PLUS THE ACTUAL COST FOR WORK DONE TO DATE, AS DETERMINED BY THE COMPANY.

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15. ALL THREADS PROVIDED ON THE VEHICLE OR ON SUPPLIED EQUIPMENT SHALL BE NST, UNLESS NOTED TO THE CONTRARY.

16. THE BUYER ACKNOWLEDGES THAT EXTENDED WARRANTIES ARE AVAILABLE ON VARIOUS COMPONENTS OF THE VEHICLE, AND THAT THESE WARRANTIES HAVE BEEN OFFERED FOR PURCHASE AT ADDITIONAL COST. THE BUYER ACKNOWLEDGES THAT NO EXTENDED WARRANTIES ARE A PART OF THIS PROPOSAL UNLESS THEY ARE INCORPORATED INTO THE ATTACHED SPECIFICATIONS.

17. **PAYMENT TERMS: 100% PAYMENT SHALL BE MADE WITHIN FIVE (5) CALENDAR DAYS OF ARRIVAL AT GREENWOOD FIRE APPARATUS, INC. THE MANUFACTURER'S STATEMENT OF ORIGIN FOR THE VEHICLE SHALL BE PRESENTED TO THE BUYER UPON PAYMENT. IN THE EVENT THAT PAYMENT IS NOT AVAILABLE WITHIN THE FIVE (5) DAY PAYMENT TERMS THE COMPANY RESERVES THE RIGHT TO CHARGE THE BUYER INTEREST AT 2% OVER THE PREVAILING PRIME RATE FOR THE PERIOD FROM THE PAYMENT DUE DATE TO THE ACTUAL PAYMENT DATE. THE INVOICE FOR THE VEHICLE SHALL BE MAILED TO THE BUYER AT LEAST FIFTEEN (15) DAYS PRIOR TO THE ARRIVAL OF THE UNIT AT GREENWOOD FIRE APPARATUS, INC.**

18. DELIVERY, PAYMENT, AND ACCEPTANCE SHALL BE TWO (2) CALENDAR WEEKS AFTER THE ARRIVAL OF THE VEHICLE AT GREENWOOD EMERGENCY VEHICLES, INC.

19. THIS AGREEMENT, INCLUDING ITS APPENDICES, EMBODIES THE ENTIRE UNDERSTANDING BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER CONTAINED HEREIN, AND MERGES ALL PRIOR DISCUSSIONS AND AGREEMENTS BETWEEN THEM. NO AGENT OR REPRESENTATIVE OF THE COMPANY HAS THE AUTHORITY TO MAKE ANY REPRESENTATIONS, STATEMENTS OR AGREEMENTS NOT EXPRESSED HEREIN. ALL MODIFICATIONS ARE AMENDMENTS OF THE TERMS AND CONDITIONS SET FORTH HEREIN, INCLUDING ITS APPENDICES, MUST BE IN WRITING AND MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF EACH PARTY.

FEDERAL EXCISE TAX EXEMPTION CERTIFICATE

THE UNDERSIGNED HEREBY CERTIFIES THAT HE IS _____(TITLE OF OFFICER) **ROCKPORT, ME** (STATE, TERRITORY OF THE UNITED STATES, OR POLITICAL SUBDIVISION THEREOF, OR THE DISTRICT OF COLUMBIA, OR TAX-EXEMPT VOLUNTEER FIRE DEPARTMENT) THAT HE IS AUTHORIZED TO EXECUTE THIS CERTIFICATE AND THAT THE ARTICLE OR ARTICLES SPECIFIED IN THE ACCOMPANYING ORDER ARE PURCHASED FROM GREENWOOD EMERGENCY VEHICLES, INC. FOR THE EXCLUSIVE USE OF **ROCKPORT, MAINE** (STATE, TERRITORY OF UNITED STATES, OR POLITICAL SUBDIVISION THEREOF, OF THE DISTRICT OF COLUMBIA, OR TAX EXEMPT VOLUNTEER FIRE DEPARTMENT).

IT IS UNDERSTOOD THAT THE EXEMPTION FROM TAX IN THE CASE OF SALES OF ARTICLES UNDER THIS EXEMPTION CERTIFICATE TO THE STATES, TERRITORIES OF THE UNITED STATES, ETC., IS FOR ITS EXCLUSIVE USE, AND IT IS AGREED THAT IF ARTICLES ARE PURCHASED OR SOLD TO EMPLOYEES OR OTHERS, SUCH FACT WILL BE REPORTED AND TAX PAID BY ME TO THE DISTRICT DIRECTOR OF INTERNAL REVENUE FOR THE DISTRICT IN WHICH THAT SALE WAS MADE.

IT IS ALSO UNDERSTOOD THAT THE FRAUDULENT USE OF THIS CERTIFICATE TO SECURE EXEMPTION WILL SUBJECT THE UNDERSIGNED AND ALL GUILTY PARTIES TO A FINE OF NOT MORE THAN \$10,000.00 OR TO IMPRISONMENT FOR NOT MORE THAN FIVE (5) YEARS OR BOTH, TOGETHER WITH COSTS OF PROSECUTION.

BY: _____
(SIGNATURE)

(TITLE)

(DATE)

NOTE: FEDERAL EXCISE TAX WILL BE ADDED IF THE ABOVE FORM IS NOT COMPLETED AND SIGNED.

VI. New Business

1. Appoint an Auditor for FYE June 30, 2018, and authorize the Town Manager to sign a three-year contract with an Auditor

Manager's Comments – A committee made up of the Town Manager, Finance Director, Board Chair and Vice-Chair interviewed three firms interested in providing auditing services for the town. Of the three firms interviewed the consensus is that we are recommending that we use the services of RHR Smith & Company from Buxton, Maine to perform the Annual Town Audit and that we make it a three-year commitment for the agreed-on price in the amount of \$40,500.

A copy of their proposal is attached as is a memo from Megan with her thoughts and recommendations. By Charter, this is clearly a Board decision to make as the Auditor works for the Board.

Suggested Motion – Motion to appoint RHR Smith & Company as the Town's Auditor for fiscal year ending June 30, 2018 and authorize the Town Manager to sign a three-year contract.



Town of Rockport, Maine

Finance Department

Town Office Building
101 Main Street
Rockport, Maine 04856

Megan A. Brackett, Finance Director

financedirector@town.rockport.me.us

Telephone: 207.230.0180 x6

Fax: 207.230.0112

DATE: August 8, 2017

TO: Richard C. Bates, Town Manager

CC: Rockport Select Board

RE: Audit RFP

Rick,

Now that all the interviews with the auditors who submitted RFP response is completed, it's my understanding that it is the recommendation of all involved that the recommendation to the Select Board is to hire RHR Smith & Company for a term of three years. I think this company will be a good fit for the town and they can help us achieve our goals with the GFOA certificates and recognition that we are aiming for. I would ask that this be on the August 14th Select Board agenda, and that we notify RHR Smith & Company that they will be the recommended firm.

Thank you!

Megan



Proven Expertise and Integrity

June 28, 2017

Mr. Richard Bates
Town Manager
Town of Rockport
101 Main Street
Rockport, ME 04856

Dear Mr. Bates:

Thank you for giving us the opportunity to submit the following proposal to perform the auditing services for the Town of Rockport. We understand that the services requested are to perform a financial and compliance audit of the general purpose financial statements, accounts, records and procedures of all departments and funds of the Town, a Single Audit (if required) and preparation of the Town's Comprehensive Annual Financial Report. The information you requested about our firm and the services we provide is enclosed.

We have read, understand and agree to all the conditions as outlined in the request for proposal. The firm is committed to meeting the audit specifications within the stated time frame.

As the Managing Partner, I have signed where required and have the authority to bind the firm in agreements and contracts, as well as authorized to make representations for the firm.

If I can be of any further assistance to you, or if there are any questions concerning these statements, please contact me at (207) 929-4606 or by email to rsmith@rhrsmith.com.

Very Best,

A handwritten signature in blue ink, appearing to read "RHR", is placed above the typed name.

Ronald H. R. Smith, C.P.A.
Managing Partner

PROPOSAL FOR
FINANCIAL STATEMENT AUDIT

TOWN OF ROCKPORT, MAINE

SUBMITTED BY:

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS
3 OLD ORCHARD ROAD
BUXTON, MAINE 04093
RONALD H. R. SMITH, MANAGING PARTNER
JUNE 28, 2017

(207) 929-4606 or (800) 300-7708

CONTACT:

RONALD H. R. SMITH, CPA, CFE
MANAGING PARTNER

www.rhrsmith.com

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Proven Expertise and Integrity

June 28, 2017

Mr. Richard Bates
Town Manager
Town of Rockport
101 Main Street
Rockport, ME 04856

Dear Mr. Bates:

We propose to audit the financial statements of the Town of Rockport for the years ending June 30, 2017, June 30, 2018 and June 30, 2019. We will conduct the audits in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants, *Government Auditing Standards*, issued by the Comptroller General of the United States, *Maine Uniform Accounting and Auditing Practices for Community Agencies*, the Single Audit Act Amendments of 1996 (if applicable), the provisions of the Uniform Guidance, and other auditing standards applicable to state and local governments.

RHR Smith & Company specializes in governmental audits, serving municipal, county and tribal governments, as well as schools, housing authorities, sewer and water utilities, and nonprofit corporations in Maine, New Hampshire, Vermont and Massachusetts, with a high concentration of these audits in Maine and Vermont. Our unique and innovative approach allows us to build client relationships based on a shared understanding of your entire organization and its needs. We take the time to get to know our clients, making the audit report an important part of organizational education and improvement. Selecting RHR Smith & Company as your independent auditing firm gives you access to talented, experienced professionals who will meet all your audit and accounting needs and become valuable resources to the Town of Rockport.

Please do not hesitate to call if you have any questions about this proposal and our services. We welcome the opportunity to meet with you and your staff.

Very Best,

A handwritten signature in blue ink, appearing to read "Ron", is written over the typed name.

Ronald H. R. Smith, CPA, CFE
Managing Partner

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

AUDIT APPROACH

Overall Audit Approach

The audit will employ techniques to provide evidence to substantiate the Town's financial statement assertions. Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and banks. We will request written representations from your attorneys as part of the engagement. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

The firm uses PPC audit programs to direct and document the audit. These programs are very extensive and are selected based on materiality factors.

Financial statements and schedules will be prepared from the Town's internal financial statements as of June 30. The financial statements will be presented in accordance with generally accepted accounting principles. All required footnote disclosures will also be included.

Sampling Technique

Audit sampling will be in accordance with the American Institute of Certified Public Accountants Audit and Accounting Guide-Audit Sampling. Audit sampling will be utilized where it will be the most efficient and effective audit tool in the circumstance.

Three phases of audit sampling will be performed: planning, selection and evaluation. The actual selection process will include random, systematic, and haphazard selection.

Scope of Work

Engagement Summary

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information when considered in relation to the basic financial statements taken as a whole. We will also perform and report on any other procedures necessary to comply with the Single Audit Act Amendments of 1996 (if applicable) and the provisions of the Uniform Guidance. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS
AUDIT APPROACH

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions.

Our audit will include obtaining an understanding of the entity and its environment, including internal controls, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of your compliance with applicable laws and regulations and the provisions of contracts and agreements.

An audit is not designed to provide assurance on internal controls or legal and regulatory compliance or to identify deficiencies in those controls and compliance. However, during the audit, we will communicate to management and those charged with governance, internal control related matters that are required to be communicated under AICPA professional standards.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of your compliance with applicable laws and regulations and the provisions of contracts and agreements. We use a risk-based approach to determine which laws and regulations to test, which includes the use of interactive audit software which allows us to design our field work and tests based on individual client structure, individual needs, and real-time information as we progress. This program's ability to adjust audit designs will indicate additional test work that may be needed based on the level of risk.

We will express an opinion on the fair presentation of the Town's basic financial statements taken as a whole and supporting schedules, in conformity with generally accepted accounting principles and procedures applicable to governmental and nonprofit organizations.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS
AUDIT APPROACH

In connection with the examination of the records and financial statements, we will review the system of internal control, operating procedures, and compliance with the budgetary and legal requirements by the Town. The review of the internal controls will include an annual review of the related processing controls within the Town's operations, developing an understanding of policies involving security, documentation, controls and data retention, and testing adherence to those policies. The approach we use includes staff interviews and completing and examining questionnaires.

The engagement partner, audit supervisor and audit manager are available to coordinate with management regarding scheduling and planning the audit, understanding the control environment, and discussing any management issues that may arise during the audit. The auditor will issue a letter to management listing problem areas and suggested improvements. Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations.

Engagement Outline

The engagement will include the following:

1. Audit plans developed and reviewed with the Town Manager, Finance Director, and appointed staff, and cognizant federal agencies if necessary.
2. Audits of the Town's basic financial statements in accordance with Generally Accepted Auditing Standards (GAAS); requirements promulgated by the American Institute of Certified Public Accountants (AICPA), and the Government Auditing Standards Board (GASB); and standards contained in *Government Auditing Standards* issued by the General Accounting Office Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), Maine Uniform Accounting and Auditing Practices for Community Agencies and related pronouncements regarding the Town's federal assistance awards.
3. Audits of the Town's departments, individual funds and component units including the enterprise fund for wastewater activities.
4. An Independent Auditors Report containing an expression of opinion that financial statements are fairly stated, or, if a qualified, adverse or disclaimer of opinion is necessary, the reasons therefore.
5. A management letter addressed to the Town's Select Board in which we communicate any deficiencies found during the audit. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a control deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

AUDIT APPROACH

attention by those charged with governance. The management letter will include a report on the internal controls based on our understanding of the control structure and assessment of control risk. We will assess the effects of observed weaknesses if any, and propose initial steps to eliminate them. It will include a report on compliance with applicable laws and regulations, which will include all material instances of noncompliance.

6. Separate reports on supplementary information required by Government Auditing Standards and Uniform Guidance which will include:
 - a. An Independent Auditors' Report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*;
 - b. An Independent Auditors' Report on compliance for each major program and on internal control over compliance required by Uniform Guidance.
7. A separate report as required by Maine Uniform Accounting and Auditing Practices Act for Community Agencies (MAAP), if applicable, which will include a Schedule of Agreement Operations and Agreement Settlement Forms.
8. A separate report to the Town's Select Board informing it of each of the following:
 - a. The auditor's responsibility under auditing standards generally accepted in the United States;
 - b. Significant accounting policies;
 - c. Management judgments and accounting estimates;
 - d. Significant audit adjustments;
 - e. Other information in documents containing audited financial statements;
 - f. Disagreements with management;
 - g. Management consultation with other accountants;
 - h. Major issues discussed with management prior to retention or reappointment;
 - i. Difficulties encountered in performing the audit.
9. Preparation and filing of the Municipal Audit Procedural Form and a copy of the auditor's report with the Office of the State Auditor within thirty (30) days after completion of the audits.
10. Preparation of the Town's Comprehensive Annual Financial Report (CAFR).
11. Reports on any irregularities and illegal acts.
12. At the conclusion of the audit meet with the Select Board at one of their regular meetings to discuss the results of the audit and review any findings and/or recommendations included in the management letter.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS
AUDIT APPROACH

Audit Schedule

1. *Preliminary Work:* Preliminary audit work and audit planning will be conducted as soon as possible, based on discussions with management at an entrance conference conducted at the onset of the engagement.
2. *Planning:* An audit plan will be provided at a progress conference with the Town Manager and Finance Director before field work begins. A list of schedules to be prepared by the Town of Rockport will be provided.
3. *Field Work:* Field work will commence as soon as possible after discussions with management.
4. *Audit:* An entrance conference with key personnel to commence year-end audit work will be conducted as soon as possible after the execution of the contract. Town personnel will prepare trial balances and supplemental schedules by the first day of field work and will make recommendations, revisions and suggestions on the draft reports within 10 business days of receiving them.

5. *Audited Basic Financial Statement Package*

A draft set of financial statements and adjusting entries delivered no later than November 30.

Twenty (20) signed and bound copies and one (1) signed and unbound copy, including independent auditors' report and basic financial statements with all the above-mentioned reports for the Town, Single Audit (if applicable) and all reports required by *Government Auditing Standards* delivered no later than December 30. One (1) electronic (PDF) copy of all auditor's report or financial statements. Extra copies will be provided for cognizant government agencies.

6. *Management Letter*

A detailed letter listing items which go beyond the entity's internal control structure. These items deal with operational and administrative efficiencies and other items of perceived benefit to the Town. A draft of the letter will be presented at the exit interview to be held at a mutually acceptable date after the Town's receipt of the draft report. Twenty (20) copies, one (1) unbound and one (1) electronic copy will be provided no later than December 30.

RHR SMITH & COMPANY
 CERTIFIED PUBLIC ACCOUNTANTS

QUALIFICATIONS AND EXPERIENCE OF AUDITORS

Audit Team

The team selected to serve the Town of Rockport includes three auditors with a minimum of 27 years of audit experience. The following table lists all professional staff assigned to this audit, and outlines their responsibilities and experience.

NAME	TITLE	YEARS EXPERIENCE	ROLE & RESPONSIBILITY
Ronald H. R. Smith, CPA, CFE.	Managing Partner	27	<i>Engagement Partner:</i> Oversees audit including all work papers and audit documents, attends entrance and exit conferences and other client meetings as needed.
Charemon A. Davis, CPA	Principal/ Audit Director	27	<i>Audit Supervisor:</i> Coordinates engagement staff, plans audit including type and level of test work, coordinates field work, assesses a need for accounting work to be audit-ready, and coordinates financial statement preparation.
Bruce R. Nadeau, CPA	Senior Accountant/Audit Manager	34	<i>Audit Manager</i> Implements work plan, supervises and reviews field work, coordinates the with client. Performs tests of internal controls, substantiates all balance sheet accounts.
Christopher J. Backman, MBA	Principal/Audit Director	13	<i>Audit Manager:</i> Implements work plan, supervises and reviews field work, coordinates with the client, performs tests of internal controls, substantiates all balance sheet accounts.

Staff Reassignment

At RHR Smith & Company, we are proud of the experience and longevity of our employees and take our commitment to audit quality and continuity seriously. We rarely find it necessary to reassign team members during an engagement. If we conduct your audit for several years, we may change members of the audit team to ensure independence and quality control. Any staff changes made during an audit are discussed with client management and should be approved in writing by the client.

RHR SMITH & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

QUALIFICATIONS AND EXPERIENCE OF AUDITORS

Continuing Education

All continuing professional education requirements have been met or exceeded with respect to standards set forth by the American Institute of Certified Public Accountants and the U.S. Government Accountability Office, and State of Maine Board of Accountancy. The Engagement Partner is responsible for ensuring that all personnel assigned to the Town's audit have the experience and qualifications necessary to complete all audit tasks accurately and efficiently.

Quality Assurance

All continuing professional education requirements have been met or exceeded with respect to standards set forth by the American Institute of Certified Public Accountants and the U.S. Government Accountability Office, and State of Maine Board of Accountancy. The Engagement Partner is responsible for ensuring that all personnel assigned to the Town's audit have the experience and qualifications necessary to complete all audit tasks accurately and efficiently. Regular training is provided by the firm to ensure all staff are current on GASB and FASB pronouncements, AICPA and other standards applicable to governmental audits. In addition, our Quality Control Manager is tasked with monitoring all updates and pronouncements concerning financial statement formats, audit guidelines and government laws and regulations, notifying staff of changes, and ensuring all requirements are met.

Our Quality Control Manager monitors all GASB pronouncements and coordinates staff training to familiarize auditors with changes that affect our clients. Field work procedures are continually updated to include the examination of information needed for GASB compliance. Financial statement notes and disclosures are reviewed to ensure they comply with any recent GASB requirements, such as by disclosing Other Post-Employment Benefits and Pensions. We discuss changes with clients, assist them with developing strategies for compliance, and will conduct free client training workshops in GASB pronouncements if necessary.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

QUALIFICATIONS AND EXPERIENCE OF FIRM; REFERENCES

History

The firm of RHR Smith & Company, Certified Public Accountants was formed by Ronald H. R. Smith in 1997. Since August of 2001, Ronald has been the sole shareholder of the Company until July of 2016 when 6 new shareholders were admitted. It is a Maine-based firm headquartered in Buxton and holds its license to practice in the states of Maine, New Hampshire, Vermont and Massachusetts. Together, all the shareholders and staff of the company have over 200 years combined experience providing professional accounting, auditing, computer consulting, and other internal control and financial services.

Organizational Size and Structure

The firm is a professional corporation. Audit opinions are prepared and issued by Ronald H. R. Smith, CPA, CFE, Christina M. Smith, CPA, Bruce R. Nadeau, CPA, Charemon A. Davis, CPA, Greg Chabot, CPA, MBA and Julie Laplume, CIA, CPA, CFE, CGMA. Professional accounting and auditing experience is provided by a staff of 23 accountants. All of our accountants are dedicated solely to our governmental auditing practice which makes us able to handle not only audit matters but the complex accounting or industry matters which may need to be understood during the relationship. We are comprised of auditors, former government finance directors, former government school business managers, and other former seasoned government fiscal leaders. These 23 individuals pride and commit themselves to the governmental industry. The firm also has a dedicated tax practice comprised of 2 professionals to provide tax consultation, tax preparation, tax advice in all areas of taxation, and tax accounting service.

Firm Experience

RHR Smith & Company currently conducts over 290 audits for government and nonprofit clients. All audit work is overseen by the Managing Partner, Ronald H. R. Smith, CPA, CFE. The audit and client types are profiled below for audits performed during our fiscal year ending September 30, 2014:

AUDIT TYPE	Number	CLIENT TYPE	Number
GAAS	161	Governmental	166
GAS (Yellow Book)	37	School Districts	54
Single Audit	49	Nonprofits	22
ERISA	1	Utilities	9
Compilation & Review	7	Other	4

We assist three of our clients in preparing CAFR reports, and one of our CPAs serves on the CAFR review team.

A list of all our governmental clients is included in this document.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

QUALIFICATIONS AND EXPERIENCE OF FIRM; REFERENCES

Service Capabilities

The firm specializes in the area of governmental and nonprofit accounting and auditing. Within this field, the following services are provided:

- Reporting on financial statements in three capacities:
 - Audit
 - Review
 - Compilation
- Compliance auditing to meet federal and state requirements.
- Preparation of financial statements.
- Accounting system design.
- Internal control system design.
- Electronic data processing system study, including assistance in implementation.
- Assistance in budgeting procedures, forecasts, and cash flow analysis.
- Tax and bond anticipation requests.
- Lease and bargain purchase financing.
- IRS Section 125 plan design and implementation.
- Assistance and preparation of GFOA Comprehensive Annual Financial Report.
- Other non-attest accounting and consulting services.
- Free client training workshops.

Audit Record Retention

All working papers and reports are retained for a minimum of six years after the end of each audit unless notified in writing by a cognizant agency to extend the retention period. Working papers will be made available, upon request from the Town of Rockport or its designee or the General Accounting Office, at the completion of the audit.

Professional Organizations

All professional personnel are members of the American Institute of Certified Public Accountants, and the Maine Society of Certified Public Accountants. Ronald, H. R. Smith, CPA, CFE, is also a member of the Association of Certified Fraud Examiners.

Desk Reviews

The firm has had no federal or state desk reviews or field reviews of its audits during the past three years. None of the employees of the firm are or have been, the subject of disciplinary action taken or pending with state regulatory bodies or professional organizations.

RHR SMITH & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

QUALIFICATIONS AND EXPERIENCE OF FIRM; REFERENCES

Quality Control Reviews

As a member requirement of the American Institute of Certified Public Accountants, the firm is enrolled in the Peer Review Program. Under this program, our firm is required to be audited every three years by another firm of similar size that is independent of our firm. Our quality control reviews include reviews of specific government engagements. Our most recent quality control review was performed in 2015 for the year ended September 30, 2014, and is included in this document

The firm of RHR Smith & Company also maintains a very structured internal quality control system designed to meet the standards of the American Institute of Certified Public Accountants.

Peer Review documents are made available for public access on the AICPA website, and the RHR Smith & Company's website. Our quality control document is available for viewing on our website.

Independence

Our firm adheres to the most rigid standards, including those of the U.S. Government Accountability Office, in ensuring independence and avoiding any real or apparent conflict of interest. We have policies outlining detailed processes for making determinations regarding independence and conduct extensive training in making those determinations. Staff reviews all firm engagements periodically to evaluate the potential for conflict and provides statements regarding any prior or current relationships with clients.

As to this engagement, we are independent of the Town of Rockport. No professional relationship exists between our firm and employees or agencies affiliated with the Town of Rockport.

Licensing

The firm is registered in the State of Maine, its Managing Partner, Ronald H. R. Smith, CPA, CFE, is licensed in Maine, and all personnel are duly authorized to practice in the State of Maine according to applicable state statutes.

Our firm employs six Certified Public Accountants, and three Masters level accountants. License numbers are provided for each CPA assigned to this audit team as part of their biographical information.

Contracted Services

Only employees of RHR Smith will be assigned to work on the Town of Rockport's audit. We do not utilize any contracted services at this time.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

QUALIFICATIONS AND EXPERIENCE OF FIRM; REFERENCES

Carleton, Lopez & Wiesman CPA's, Inc.
Certified Public Accountant
91 Montvale Avenue, 1st Floor
Stoneham, MA 02180

(781) 279-7800
FAX (781) 279-2345

*Member - American
Institute of Certified
Public Accountants*

*Member - MA
Society of Certified
Public Accountants*



System Review Report

May 22, 2015

To the Owner of RHR Smith & Company, CPA's
And the Peer Review Committee of the
New England Peer Review

We have reviewed the system of quality control for the accounting and auditing practice of RHR Smith & Company, CPA's (the firm) in effect for the year ended September 30, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the Standards, engagements selected for review included engagements performed under Government Auditing Standards and audits of Employee Benefit Plans.

In our opinion, the system of quality control for the accounting and auditing practice of RHR Smith & Company, CPA's in effect for the year ended September 30, 2014, has been suitably designed and complied with to provide the firm reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency (ies)* or *fail*.

RHR Smith & Company, CPA's has received a peer review rating of *pass*.

Carleton, Lopez & Wiesman CPA's, Inc.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

QUALIFICATIONS AND EXPERIENCE OF FIRM; REFERENCES

References

Ms. Diana Asanza, Finance Director
Town of Old Orchard Beach
One Portland Avenue
Old Orchard Beach, Maine 04064

(207) 934-5714

Ms. Jodi Sanborn, Finance Director
Town of Wells
208 Sanford Road
Wells, Maine 04090

(207) 361-8876

Mr. Joel Downs, Finance Director
Town of Kennebunk
1 Summer Street
Kennebunk, Maine 04043

(207) 985-2102

Ms. Lisa Bryant, Finance Director
Town of Jay
340 Main Street
Jay, Maine 04239

(207) 897-6785

Ms. Kristal Flagg, Town Manager
Town of Livermore Falls
2 Main Street
Livermore Falls, Maine 04254

(207) 897-3321

RHR SMITH & COMPANY
 CERTIFIED PUBLIC ACCOUNTANTS

QUALIFICATIONS AND EXPERIENCE OF FIRM; REFERENCES

SCHOOL DISTRICTS & DEPARTMENTS	Berlin Housing Authority (NH)
Addison Central Supervisory Union (VT)	Berwick, Town of
Addison Northwest Supervisory Union (VT)	Brooks, Town of
Bennington Rutland Supervisory Union (VT)	Brownfield, Town of
Burlington School District (VT)	Bucksport, Town of
Caledonia North Supervisory Union (VT)	Burlington, City of (VT)
Chittenden South Supervisory Union (VT)	Burnham, Town of
Franklin Northeast Supervisory Union (VT)	Bustins Island Village Corporation
Franklin West Supervisory Union (VT)	Buxton, Town of
North Country Supervisory Union (VT)	Camden, Town of
Orleans Central Supervisory Union (VT)	Canton, Town of
Regional School Unit No. 6	Carmel, Town of
Regional School Unit No. 13	Carrabassett Valley Sanitary District
Regional School Unit No. 37	Carrabassett Valley, Town of *
Regional School Unit No. 38	Casco Bay Island Transit District
Regional School Unit No. 44	Casco, Town of
Regional School Unit No. 52	Casco-Naples Transfer Station
Regional School Unit No. 53	Central Penobscot Solid Waste
Regional School Unit No. 55	Chelsea, Town of
Regional School Unit No. 61	Cherryfield, Town of *
Regional School Unit No. 63	Chester, Town of (VT)
Regional School Unit No. 72	Chesterville, Town of
Regional School Unit No. 78	Chittenden County Transportation Authority (VT)
South Burlington School District (VT)	Coplin Plantation *
Southwest Vermont Supervisory Union (VT)	Corinth, Town of
Two Rivers Supervisory Union (VT)	Cornish, Town of
Washington West Supervisory Union (VT)	Cumberland, County of
White River Valley Supervisory Union (VT)	Cutler, Town of *
Windsor Central Supervisory Union (VT)	Denmark, Town of
GOVERNMENTS & GOVERNMENT AGENCIES	Dixfield, Town of
Acton, Town of *	Eastern Slope Airport Authority
Androscoggin, County of	Eliot, Town of
Auburn Housing Authority	Embden, Town of
Baldwin, Town of	Eustis, Town of
Baring Plantation	Fairfield, Town of
Bath, City of	Farmington, Town of
Belgrade, Town of	Ferrisburgh, Town of (VT)
Bellows Falls Village Corporation (VT)	Franklin, County of

*Includes School Department

Franklin County Unorganized Territories	Morrill, Town of
Freedom, Town of	Mount Vernon, Town of
Fryeburg, Town of	Naples, Town of
Gouldsboro, Town of	New Gloucester
Grand Isle, Town of *	New Sharon, Town of
Gray, Town of	Newcastle, Town of *
Greenville, Town of *	Newry, Town of
Harpswell, Town of	Norridgewock, Town of
Harrington, Town of	North Berwick Sanitary District
Harrison, Town of	North Berwick, Town of
Hartford, Town of	Oakfield, Town of
Hiram, Town of	Old Orchard Beach, Town of
Houlton, Town of	Otisfield, Town of
Howland, Town of	Oxford County Unorganized Territory
Hudson, Town of	Oxford, County of
Industry, Town of	Oxford, Town of
Jay, Town of	Palermo, Town of
Jonesboro, Town of *	Palmyra, Town of
Kennebec, County of	Paris, Town of
Kennebec Valley Regional Waste Corp.	Phillips, Town of
Kennebunk, Town of	Piscataquis, County of
Killington, Town of (VT)	Piscataquis County Unorganized Territories
Kittery, Town of*	Pittsfield, Town of
Lake Region Bulky Waste Facility	Poland, Town of
Lewiston, City of *	Porter, Town of
Limerick, Town of	Readfield, Town of
Lincoln Plantation	Rockingham, Town of (VT)
Lisbon, Town of *	Rome, Town of
Livermore Falls – Jay Sewerage Treatment	Rumford, Town of
Livermore Falls, Town of	Sabattus, Town of
Livermore, Town of	Sandy River Plantation
Madawaska, Town of	Sangerville, Town of
Madison, Town of	Sidney, Town of
Magalloway Plantation	Somerset, County of
Maine Port Authority	Somerset, County of- UT
Manchester Sanitary District	South Berwick Sewer District
Manchester, Town of	South Burlington, City of (VT)
Meddybemps, Town of	Southwest Harbor, Town of
Midcoast Economic Development District	Starks, Town of
Midcoast Solid Waste Corporation	Steuben, Town of
Milbridge, Town of	Stonington Sanitary District
Milford, Town of *	Stonington, Town of
Monroe, Town of	Strong, Town of

***Includes School Department**

Sweden, Town of	Strong Water District
Temple, Town of	NONPROFIT ORGANIZATIONS
Topsham Sewer District	Addison Point Specialized Services
Turner, Town of	Androscoggin Valley Council of Governments
Two Bridges Jail Authority	Baxter Academy for Technology and Science
Two Rivers-Ottawaquechee Reg. Commission (VT)	Belgrade Regional Conservation Alliance
Union, Town of	Calais Methodist Home, Inc.
Unity Township	Coastal Counties Workforce, Inc.
Unorganized Territories- Maine Dept. of Audit	Cobscook Community Learning Center
Van Buren, Town of	College Guild
Vasselboro Sanitary District	Cornville Regional Charter School
Vasselboro, Town of	Down East R C & D
Vernon, Town of (VT)	Eastern Trails Management District
Waldoboro, Town of	Eastport Non-Profit Housing Corporation
Warren, Town of	Families United
Washington County Council of Governments	Genesis Community Loan Fund
Waterboro, Town of	Grand Chapter of Maine, Order of the Eastern Star
Waterford, Town of	Health Access Network
Wayne, Town of	Home Counselors Inc.
Wells, Town of	Kennebunkport Conservation Trust
Whitneyville, Town of *	Maine Connections Academy
Winn, Town of	Maine Huts & Trails
Winthrop, Town of *	Maine Retired Teachers Association
Wiscasset, Town of *	Mid Maine Homeless Shelters
Woodville, Town of *	Noli-Trpinawzk Corporation
York, County of	Northeastern Vermont Development Association (VT)
TRIBAL GOVERNMENTS	Northern Maine Development Commission
Aquinnah Wampanoag Tribal Housing (MA)	River Valley Healthy Communities Coalition
Aroostook Band of MicMacs	Rural Community Action Ministry
Penobscot Indian Nation	Sacopee Rescue, Inc.
Pleasant Point Housing Authority	Sacopee Valley Health Center
Pleasant Point Passamaquoddy Tribe	Senior Needs Committee of Wells & Ogunquit
UTILITIES	Snow Pond Arts Academy
Alfred Water District	South Buxton Cemetery Association
Canton Water District	Sunrise County Economical Council
Harrison Water District	Syntiro
Jay Village Water District	Washburn-Norlands Living History Center
Livermore Falls Water District	Western Maine Transportation Services, Inc.
Mount Blue Standard Water District	Wreaths Across America
North Jay Water District	
Rangeley Water District	
Rumford Water District	
Sabattus Sanitary & Water District	

*Includes School Department

ACCESSIBILITY

Accessibility

We view our engagements as ongoing, professional relationships, in which we are available to provide consultation services, on auditing, accounting, financial reporting, taxes and operating matters as they arise during the course of the contract. We also provide our clients with information on current developments which would affect their financial operations and management, including GASB pronouncements, and assist with data interpretation, financial statement presentation, and footnote disclosures. We pride ourselves on being available throughout the year to assist with questions that arise or assistance is needed.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

RESUMES

RONALD H. R. SMITH, CPA, CFE

NORTH YARMOUTH, MAINE

MANAGING PARTNER

SUMMARY

Twenty-seven years of public accounting experience. Specific expertise in the auditing, computer consulting, internal control testing, and other numerous financial tasks of governmental and nonprofit clients.

PROFESSIONAL HISTORY

1997 - Present	Managing Partner, RHR Smith & Company, Certified Public Accountants.
1989 - 1997	Senior Audit and Accounting Manager with Ron L. Beaulieu & Company, Certified Public Accountants, Portland, Maine.

EDUCATION

1988 B.S. degree in Accounting, Saint Joseph's College, Standish, Maine.

CONTINUING EDUCATION

All continuing professional education requirements have been met or exceeded with respect to standards set forth by the American Institute of Certified Public Accountants and the Government Accounting Office, and State of Maine Board of Accountancy.

LICENSE

Certified Public Accountant - State of Maine Certificate Number CP 2285.
Certified Public Accountant - State of Vermont Certificate Number 001.0002033.
Certified Fraud Examiner - Credential Number 158186.

PROFESSIONAL ASSOCIATIONS

- Member of the Maine Society of Certified Public Accountants.
- Member of the American Institute of Certified Public Accountants.
- Member of the Association of Certified Fraud Examiners.
- Member of the GAO Yellow Book Council.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

RESUMES

CHAREMON A. DAVIS, CPA

CHERRYFIELD, MAINE

PRINCIPAL/AUDIT DIRECTOR

SUMMARY

Twenty-seven years of public accounting experience. Specific expertise in auditing, computer consulting, internal control testing, accounting and other financial processes related to the needs of governmental and nonprofit clients.

PROFESSIONAL HISTORY

2002 - Present	Principal and Audit Director, RHR Smith & Company, Certified Public Accountants.
2000 - 2002	Principal, Charemon Willey Staples, Certified Public Accountant.
1997 - 1999	Principal with Hollingworth & Willey, Certified Public Accountants, Bangor, Maine.
1989 - 1997	Auditor, Brantner & Thibodeau, Certified Public Accountants, Bangor, Maine.

EDUCATION

1989 B.S. degree in Accounting, The University of Maine at Machias, Machias, Maine.

CONTINUING EDUCATION

All continuing professional education requirements have been met with respect to standards set forth by the American Institute of Certified Public Accountants and the Government Accounting Office, and State of Maine Board of Accountancy.

LICENSE

Certified Public Accountant - State of Maine Certificate Number CP 2612.

PROFESSIONAL ASSOCIATIONS

- Member of the Maine Society of Certified Public Accountants.
- Member of the American Institute of Certified Public Accountants.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

RESUMES

BRUCE R. NADEAU, CPA

AUBURN, MAINE

SENIOR ACCOUNTANT/AUDIT MANAGER

SUMMARY

Thirty-four years of public accounting experience, with 25 of those years as an auditor for the State of Maine, Department of Audit. Specific expertise in the auditing, computer consulting, internal control testing, and numerous other financial tasks of governmental clients.

PROFESSIONAL HISTORY

2008 - Present	Senior Accountant and Audit Manager, RHR Smith & Company, Certified Public Accountants, Buxton, Maine.
2005 - 2008	Owner of Bruce R. Nadeau, CPA, LLC.
2004 - 2008	Director of Special Projects, State of Maine, Bureau of General Services
1983 - 2004	Auditor III, State of Maine, Department of Audit. Augusta, Maine.

EDUCATION

1983 B.S. degree in Accounting, University of Southern Maine, Portland, Maine.

CONTINUING EDUCATION

All continuing professional education requirements have been met or exceeded with respect to standards set forth by the American Institute of Certified Public Accountants, the Government Accounting Office, and State of Maine Board of Accountancy.

LICENSE

Certified Public Accountant - State of Maine Certificate Number 2218.

PROFESSIONAL ASSOCIATIONS

- Member of the Maine Society of Certified Public Accountants.
- Member of the American Institute of Certified Public Accountants.
- Board Member, Great Falls Credit Union, Lewiston, Maine.
- Board Member, Advocates for Children, Lewiston, Maine.

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

RESUMES

CHRISTOPHER J. BACKMAN, MBA

BOWDOINHAM, MAINE

PRINCIPAL/AUDIT DIRECTOR

SUMMARY

Thirteen years of public accounting experience. Specific expertise in auditing, computer consulting, internal control testing, accounting and other financial processes related to the needs of governmental and nonprofit clients.

PROFESSIONAL HISTORY

2003 - Present	Principal and Audit Director, RHR Smith & Company, Certified Public Accountants.
1991 - 2003	Business Owner, I & R Associates.

EDUCATION

2007 Masters in Business Administration, Thomas College, Waterville, Maine.
1992 B.S. degree in Accounting, St. Michael's College, Winooski, Vermont.

CONTINUING EDUCATION

All continuing professional education requirements have been met with respect to standards set forth by the American Institute of Certified Public Accountants and the Government Accounting Office, and State of Maine Board of Accountancy.

LICENSE

Certified Public Accountant - Expected to be received in fall of 2017.

PROFESSIONAL ASSOCIATIONS

- Member of the Maine Society of Certified Public Accountants.
- Member of the American Institute of Certified Public Accountants.

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all responders, must disclose if the Town of Rockport, or its employee(s), are owners, corporate officers, employees, etc. of their business.

Indicate either "Yes" (if a Town employee is also associated with your business), or "No". If "Yes", give person(s) name(s) and position(s) with your business.

YES NO

NAME(S)	POSITION(S)

FIRM NAME: RHR Smith & Company, CPA's

BY (Printed Name): Ronald H. R. Smith, CPE, CFE

BY (Signature): 

TITLE: Managing Partner

ADDRESS: 3 Old Orchard Road

Buxton, Maine 04093

PHONE NUMBER: (207) 929-4606

E-MAIL ADDRESS rsmith@rhrsmith.com

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

EQUAL EMPLOYMENT OPPERTUNITY STATEMENT

Equal Employment Opportunities Statement

The Firm believes that all persons are entitled to equal employment opportunities, and does not discriminate against its employees, or applicants for employment, because of race, creed, color, national origin, age, sex (including pregnancy), sexual orientation, genetic information or disability provided they are qualified and meet the physical requirements established by the Firm for the job. The Auditor, in all solicitations or advertisements for employees placed by or on behalf of the Auditor, will state that such Auditor is an equal opportunity employer. The Firm complies with applicable state and local laws governing nondiscrimination in employment.

**OFFICIAL BID RESPONSE FORM
TOWN OF ROCKPORT**

In accordance with the Request for Proposals, Instructions, and General Conditions to Bidders, Specifications, and Official Bid Form, all of which we recognize as part of the AUDITING SERVICES PROPOSAL, we hereby submit the following:

OPTION 1

Annual Audit	Bid Price – One Year	
FYE June 30, 2017	\$13,500 (includes SA)	

OPTION 2

Annual Audit	Bid Price – Three Years	
FYE June 30, 2017	\$13,500 (includes SA)	
FYE June 30, 2018	\$13,500 (includes SA)	
FYE June 30, 2019	\$13,500 (includes SA)	
Total Three-Year Bid Price	\$40,500 (includes SA's)	

Auditing Firm Name RHR Smith & Company, CPA's
 Authorized Signature 
 Printed Name Ronald H. R. Smith, CPE, CFE
 Position Managing Partner
 E-mail Address rsmith@rhrsmith.com
 Date June 28, 2017

UPON ACCEPTANCE BY THE
TOWN OF ROCKPORT AND
 SIGNED BY THE TOWN
 MANAGER, THIS
**OFFICIAL BID
 RESPONSE FORM** AND
 SUCH OTHER DOCUMENTS AS
 STATED IN THE
 INSTRUCTIONS AND
 GENERAL CONDITION TO
 BIDDERS, SHALL SERVE AS
THE CONTRACT.

Signature _____
 Richard C. Bates
 Typed Name _____
 Town Manager
 Title _____
 Date _____

RHR SMITH & COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

COMPENSATION

Estimate of Hours and All-Inclusive Maximum Fee

<u>TOWN</u> STAFF	RATE	PREPARATION OF FINANCIAL STATEMENTS/ SCHEDULES	AUDIT OF FINANCIAL STATEMENTS	TOTAL HOURS	COST
Engagement Partner	\$125	4	10	14	\$1,750
Senior Accountants	\$100	18	52	70	\$7,000
Staff Accountants	\$85	8	40	48	\$4,080
TOTAL HRS/FEE				132	\$12,830
Less New Client Discount					(\$1,330)
Audit Fee					\$11,500

AUDIT PRICE WILL NOT EXCEED:

Option One:

Audit Year - June 30, 2017: \$11,500
Single Audit (if applicable): \$ 2,000
TOTAL \$13,500

Option Two:

Audit Year – June 30, 2017: \$11,500
Single Audit (if applicable): \$ 2,000

Audit Year – June 30, 2018: \$11,500
Single Audit (if applicable): \$ 2,000

Audit Year – June 30, 2019: \$11,500
Single Audit (if applicable): \$ 2,000
TOTAL \$40,500

Our price includes travel and all out of pocket expenses related to the audit, and all client communications related to the audit.

Other Services

Hourly rates for accounting services beyond the scope of the audit through non-attest engagements:

- Management Advisory and Consulting: \$125 to \$150 (Partner)
- Accounting Services: \$100 to \$125

Hourly rates are based on the level of expertise required and are subject to change.

Invoicing

Progress bills are sent periodically to the Finance Director as work progresses. The final bill will not be sent until the audit is complete and presentation has been made to the Select Board and/or Town Officials.

VI. New Business

m. Discussion and Approval of 2017-2018 Goals

Manager's Comments – As you remember, the Board met on July 20th to discuss goals and came up with a fairly lengthy list of goals to consider. In my opinion, while some of them might not make the overall final list they might have merit and can still be accomplished fairly easily enough.

I have no other recommendations or comments.

Table 1

Goal	Mark	Doug	Ken	Owen	Tom	Comments
Create Handbook for Committees (SB)	VW	VW	TP	VW		
Increase Civic Involvement/Engagement (SB)		W	VW	W		
Establish Rockport Beautification Program	TP	TP	VW	W		
Hold a Business Forum for Rockport businesses and potential businesses	TP	VW	W	W		
Develop proposal for new Rockport Public Library for June 2018 ballot	TP	TP	TP	TP		
Begin work on the Comprehensive Plan revision using Jamie's timeline	VW	TP	TP	TP		MK - Move to TP next year for finishing up
Evaluate the Rockport PD focusing on recruitment, retention, and relationship with Camden PD		W	W	VW		
Explore additional efficiencies possible by collaborating with Camden		VW	W	W		
Advance Route 1 Sewer Expansion (connecting the two systems)		W	W	D		
Implement Capital Improvement Plan and integrate with the annual budget	TP	VW	TP	TP		
Maintain a positive employee culture	VW	-	VW	W		
Make significant progress on removing or modifying the reverter clause on the Bok deed		-	VW	VW		
Increase emphasis on buildings and grounds work within Public Works		W	VW	VW		
Implement Zero Based Budgeting		-	D	W		
Re-evaluate Road Acceptance Ordinance, particularly with respect to "problem roads"		-	W	W		KM - I will bring this up for consideration for this year's ORC session
Advance plans for the future of the West Rockport Fire Station		-	VW	VW		
Strive for Financial Stability from year to year	VW	-	W	W		
Limit the growth of the mil rate from year to year	VW	-	W	W		
Create a budget "help document" for the public		W	W	W		

Key: TP - Top Priority, VW - Very Worthy, W - Worthy, D - Defer

Table 1

Goal	Mark	Doug	Ken	Owen	Tom	BOARD	Comments
Create Handbook for Committees (SB)	VW	VW	TP	VW		VW	
Increase Civic Involvement/Engagement (SB)		W	VW	W		W	
Develop proposal for new Rockport Public Library for June 2018 ballot	TP	TP	TP	TP		TP	
Begin work on the Comprehensive Plan revision using Jamie's timeline	VW	TP	TP	TP		TP	MK - Move to TP next year for finishing up
Implement Capital Improvement Plan and integrate with the annual budget	TP	VW	TP	TP		TP	
Establish Rockport Beautification Program	TP	TP	VW	W		VW	
Hold a Business Forum for Rockport businesses and potential businesses	TP	VW	W	W		VW	
Maintain a positive employee culture	VW	-	VW	W		VW	
Increase emphasis on buildings and grounds work within Public Works		W	VW	VW		VW	
Make significant progress on removing or modifying the reverter clause on the Bok deed		-	VW	VW		VW/W	
Advance plans for the future of the West Rockport Fire Station		-	VW	VW		VW/W	
Evaluate the Rockport PD focusing on recruitment, retention, and relationship with Camden PD		W	W	VW		W	
Explore additional efficiencies possible by collaborating with Camden		VW	W	W		W	
Strive for Financial Stability from year to year	VW	-	W	W		W	
Limit the growth of the mil rate from year to year	VW	-	W	W		W	
Create a budget "help document" for the public		W	W	W		W	
Re-evaluate Road Acceptance Ordinance, particularly with respect to "problem roads"		-	W	W		W	KM - I will bring this up for consideration for this year's ORC session
Advance Route 1 Sewer Expansion (connecting the two systems)		W	W	D		W	
Implement Zero Based Budgeting		-	D	W		D	

Key: TP - Top Priority, VW - Very Worthy, W - Worthy, D - Defer

VI. New Business

- n. Discussion regarding the request by Nelson Tolman to purchase a portion of the 647 Rockland Street property

Manager's Comments – Attached is a letter from Nelson Tolman exploring the possibility of the Town's willingness to sell him a portion of the property we recently purchase next to the West Rockport Fire Station.

The land in question has little value to the Town as we would retain all of the land that we would need to expand the fire station and to meet future needs. He needs the land for an expansion of his septic system, and, in addition, this additional land makes the parcel he owns much more developable in the future with a new use.

You are not being asked to sell the property at this point in time, you are only being asked if you would like me to continue to work with Nelson to see if we can come up with something that we can bring back to the Board at a future date. There would be lots of details to work out before a decision could be made to move forward and bring this to the voters. This is just a step in many steps for you to consider.

Included in your packet is a copy of the Town tax map showing the land in question.

No motion is really necessary at this time. What I need is that you all have heard the request and you agree that I should continue to work on this and bring it back at a future meeting.

6/21/2017

Dear Mr. Richard Bates,

It is of my understanding that there is a parcel of land abutting my property (located at 618 West Street) which the town may not have a use for. I would be interested in acquiring that land after discussing lot size, boundaries and purchasing price if the town deems it not usable for their needs.

Sincerely,

Nelson Tolman

121 Barrett Hill Road

Union ME, 04862

VI. New Business

- o. Review and approval of the Restricting Vehicle Weight on Posted Ways Ordinance

Manager's Comments – Under the Town Charter the Select Board has the authority to enact Ordinances regarding Municipal Roads. We have rarely in the past posted roads, but would like to have the authority to do so when necessary.

Town Attorney Phil Saucier has reviewed and approved the document.

Suggested Motion – Motion to approve the Restricting Vehicle Weight on Posted Ways Ordinance.

TOWN OF ROCKPORT

RESTRICTING VEHICLE WEIGHT ON POSTED WAYS ORDINANCE

SECTION 1. Purpose and Authority

The purpose of this Ordinance is to prevent damage to Town ways and bridges in the Town of Rockport which may be caused by vehicles of excessive weight, to lessen safety hazards and the risk of injury to the traveling public, to extend the life expectancy of Town ways and bridges, and to reduce the public expense of their maintenance and repair.

This Ordinance is adopted pursuant to Title 30-A M.R.S.A., Section 3009 and Title 29-A M.R.S.A. Sections 2395 and 2388.

SECTION 2. Definitions

The definitions contained in Title 29-A M.R.S.A. shall govern the construction of words contained in this Ordinance. Any word not defined therein shall be given their common and ordinary meaning.

SECTION 3. Restrictions and Notices

The Municipal Officers may, through their Road Commissioner, either permanently or seasonally, impose such restrictions on the gross registered weight of vehicles as may, in their judgment, be necessary to protect the traveling public and prevent abuse of the highways, and designate the Town way and bridges to which restrictions shall apply.

Whenever notice has been posted as provided herein, no person may thereafter operate any vehicle with a gross registered weight in excess of the restriction during any applicable time period on any way or bridge so posted unless otherwise exempt as provided herein. NOTE: There is no restriction if the road is solidly frozen, the term *solidly frozen* to mean – the air temperature is below 32 degrees Fahrenheit and no water is showing in the cracks or ruts in the road

The notice shall contain, at a minimum, the following information:

- (a) The name of the way or bridge,
- (b) the gross registered weight limit,
- (c) the time period during which the restriction applies,
- (d) the date on which the notice was posted, and
- (e) the signature of the Road Commissioner.

The notice shall be conspicuously posted at each end of the restricted way or bridge in a location clearly visible from the traveled way. Whenever a restriction expires or is lifted, the notices shall be removed wherever posted. Whenever a restriction is revised or extended, existing notices shall be removed and replaced with new notices.

No person may remove, obscure or otherwise tamper with any notice so posted except as provided herein.

SECTION 4. Exemptions

The following vehicles are exempt from this Ordinance:

- (a) any vehicle delivering home heating fuel and operating in accordance with a permit issued by the Department of Transportation pursuant to Title 29-A Maine Revised Statutes 2395;
- (b) any vehicle while engaged in highway maintenance or repair under the direction of the State of Town;
- (c) any emergency vehicle (such as firefighting apparatus or ambulances) while responding to an emergency;
- (d) any school transportation vehicle while transporting students;
- (e) any public utility vehicle while providing emergency service or repairs; and
- (f) any vehicle whose owner or operator holds a valid permit from the Municipal Officers as provided herein.

NOTE: The Municipal Officers request that owners and operators of exempted vehicles use common sense when conducting necessary travel over posted ways or bridges during the posting period by reducing the gross weight of their vehicles as much as possible before traveling these ways or bridges.

SECTION 5. Permits

The owner or operator of any vehicle not otherwise exempt as provided herein may apply in writing to the Municipal Officers for a permit to operate on a posted way or bridge notwithstanding the restriction. The Municipal Officers may issue a permit only upon all of the following findings:

- (a) no other route is reasonably available to the applicant;
- (b) it is a matter of economic necessity and not mere convenience that the applicant use the way or bridge; and

(c) the applicant has tendered cash, a bond or other suitable security running to the Town in an amount sufficient, in their judgment, to repair any damage to the way or bridge which may reasonably result from the applicant's use of same.

Even if the Municipal Officers make the foregoing findings, they need not issue a permit if they determine the applicant's use of the way or bridge could reasonably be expected to create or aggravate a safety hazard or cause substantial damage. They may also limit the number of permits issued or outstanding as may, in his/her judgment, be necessary to preserve and protect the highways.

In determining whether to issue a permit, the Municipal Officers shall consider the following factors:

- (a) the gross registered weight of the vehicle;
- (b) the current and anticipated condition of the way or bridge;
- (c) the number and frequency of vehicle trips proposed;
- (d) the cost and availability of materials and equipment for repairs;
- (e) the extent of use by other exempt vehicles; and
- (f) such other circumstances as may, in their judgment, be relevant.

The Municipal Officers may issue permits subject to reasonable conditions, including but not limited to restrictions on the actual load weight and the number and frequency of vehicle trips, which shall be clearly noted on the permit.

SECTION 6. Administration and Enforcement

This Ordinance shall be administered and may be enforced by the Municipal Officers or their duly authorized designees, Road Commissioner, Public Works Director, or Law Enforcement Officer.

SECTION 7. Penalties

Any violation of this Ordinance shall be a civil infraction subject to a fine of not less than \$250.00 nor more than \$1,000.00 and shall accrue to the Town of Rockport. Each violation shall be deemed a separate offense. In addition to any fine, the Town may seek restitution for the cost of repairs to any damaged way or bridge and reasonable attorney fees and costs.

Prosecution shall be in the name of the Town of Rockport and shall be brought in the Maine District Court.

SECTION 8. Amendments

This Ordinance may be amended by the Municipal Officers at any properly noticed meeting.

SECTION 9. Severability; Effective Date

In the event any portion of this Ordinance is declared invalid by a court of competent jurisdiction, the remaining portions shall continue in full force and effect.

This Ordinance shall take effect immediately upon enactment by the Municipal Officers on August , 2017.

VI. New Business

- p. Consider appointing a representative from the Select Board to serve on the MSAD 28 Middle School Building Committee

Suggested Motion – Motion to appoint _____ from the Select Board to serve on the MSAD 28 Middle School Building Committee.

VI. New Business

- q. Appoint a representative to serve on the board of the Mid-Coast Regional Planning Commission

Suggested Motion – Motion to appoint _____ from the Select Board to serve on the board of the Mid-Coast Regional Planning Commission.

VI. New Business

- r. MMA Annual Election – Vice President and Executive Committee Members

Manager's Comments – Enclosed in your packet please find the MMA Voting Ballot for the Election of Vice President and Executive Committee Members. There are no uncontested positions so it's an easy ballot.

Suggested Motion: Motion to approve all members on the voting ballot for the Maine Municipal Association.



Maine Municipal
Association

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

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations
FROM: Stephen W. Gove, MMA Executive Director
DATE: July 11, 2017
SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 18, 2017 by 12:00 noon

Nomination Process – Each year member municipalities have an opportunity to vote on the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying and interested in serving as the MMA Vice President and Executive Committee. The MMA Nominating Committee completed its task in May and put forth a Proposed Slate of Nominees for 2018 to member municipalities.

Petition Process – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was Monday, July 10, by 4:30 pm. There were no municipal officials nominated by petition.

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

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

The MMA Voting Ballot must be signed by a majority of the municipal officers or a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 18. We have enclosed a self-addressed self-stamped envelope for your convenience. The MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President Laurie Smith (Town Manager of Kennebunkport).

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Friday, August 18, after 4:00 p.m. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held **Wednesday, October 4, at 1:30 p.m. at the Augusta Civic Center**. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon and Annual Business Meeting and officially take office on January 1, 2018.

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

**MAINE MUNICIPAL ASSOCIATION
EXECUTIVE COMMITTEE**

**BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2018**

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

MARY SABINS, TOWN MANAGER, TOWN OF VASSALBORO

Professional & Municipal Experience:

- Town of Vassalboro, Maine – Town Manager/Treasurer/Tax Collector (June 2008 – present)
- Town of Chelsea, Maine – Town Manager/ Treasurer/Tax Collector/General Assistance Administrator/Road Commissioner (July 2006 – June 2007)
- MSAD #40, Warren, Maine – Facilities Director/Food Service Director (2005 – 2006)
- Town of Windsor, Maine – Town Manager/Treasurer/Tax Collector/General Assistance Administrator (2001 – March 2005)
- Town of Hope, Maine – Town Administrator/Treasurer/General Assistance Administrator (1997 – 2001)
- City of Augusta, Maine – Internship with the City Manager (September – December 2000)
- Town of Union, Maine – Town Clerk/Tax Collector/Occasional Acting Town Manager (1988 – 1997)

Other Experience, Committees and Affiliations:

- Member, Maine Municipal Association Executive Committee (2014 – present)
- Member, Maine Municipal Association Strategic & Finance Committee (2014 – present)
- Chairperson, Maine Municipal Association Strategic & Finance Committee (2016)
- Member, Maine Municipal Association Property & Casualty Pool Board of Directors (2014 – present)
- Member, Maine Municipal Association Workers Compensation Fund Board of Trustees (2014 – present)
- Member, MMEHT Selection Committee (2015-2016); appointed by MMA Executive Committee
- Member, Maine Town, City & County Municipal Management Association
- Member, Communications Committee, Maine Town, City & County Municipal Management Association (2015)
- Director, Board of Kennebec Valley Council of Government (2008-2009)
- As the wife of a volunteer firefighter and EMS worker, I have volunteered often in support of our hometown fire and ambulance services (1980-present)

Education:

- BS in Business Administration with Management Major from University of Maine at Augusta.
- Graduate of Medomak Valley High School, Waldoboro, Maine

Awards and Certifications:

- Qualified as a Certified Public Manager, Maine Town, City & County Management Association (2016)

MMA EXECUTIVE COMMITTEE MEMBERS

(Three 3-Year Terms)

JAMES BENNETT, CITY MANAGER, CITY OF BIDDEFORD

Professional & Municipal Experience:

- City of Biddeford, Maine – City Manager (August 2015 – present)
- City of Presque Isle, Maine – City Manager (March 2010 - July 2015)
- Town of Sabattus, Maine – Interim Town Manager (September 2009 – March 2010)
- City of Lewiston, Maine – City Administrator (March 2002 – July 2009)
- Town of Westbrook, Maine – Administrative Assistant to the Mayor (October 1996 – March 2002)
- Town Old Orchard Beach, Maine – Town Manager (May 1990 – October 1996)
- Town of New Gloucester, Maine – Town Manager (February 1988 – May 1990)
- Town of Dixfield, Maine – Town Manager (February 1986 – February 1988)
- Town of Lisbon, Maine – Selectman (May 1982 – February 1986) Vice Chairman (1985 – 1986)

Other Experience, Committees and Affiliations:

- President, International City/County Management Association (2014 – 2015); Regional Vice President, (2008 – 2011) Chairperson, Conference Planning Committee, (2007 – 2008); Committee Member (various years 1997 – 2011); Small Community Task Force (1999 – 2001)
- ICMA Emerging Leaders Development Program Facilitator (2007 – present)
- President, Maine Town & City Management Association (1998 –1999); Board of Directors (1991 – 2000)
- Member, Executive Committee, Maine Municipal Association (1992 – 1996)
- Member, Maine Municipal Association Property & Casualty Pool Board of Directors (1992 – 1996)
- Member, Maine Municipal Association Workers Compensation Fund Board of Trustees (1992 – 1996)
- First Chairperson, Maine Municipal Association Strategic & Finance Committee (1995 – 1996)
- Member, Governor’s Municipal Advisory Committee (1992 – 1996)
- President, Aroostook Municipal Association (2012 – 2014)
- Executive Board, Northern Maine Development Commission (2010 – present)
- Chairperson, Aroostook Tourism Committee (2011 – 2013)
- Member, Revolving Loan Committee, Northern Maine Development Commission (2010 – present)
- Executive Board, Maine Service Center Coalition (2011 – present)
- Treasurer, Martindale Country Club (2005 – 2008)
- Treasurer, Kora Clown Shrine Unit (2004 – 2008)
- Kora Divan, Kora Shriners (2004-2006)
- Worshipful Master, Ancient York Lodge of Free and Accepted Masons (2007)
- Chairman and Founder, Ginger Bennett Memorial Scholarship Fund (2003 – present)
- Chairman, Joseph Graziano Memorial Scholarship Fund (2004 – 2012)

Education:

- Master of Business Administration, University of Southern Maine
- Bachelor of Science, Business Administration, University of Southern Maine
- Associate of Science, Accounting, Bentley College

Awards and Certifications:

- ICMA Legacy Leader since 2008
- All –America City, National Civic League (LEW) 2007
- Public Service Leadership Award, Androscoggin Chamber of Commerce 2006

- Maine Town and City Management Association's "Linc Stackpole Manager of the Year" August 2003
- ICMA Credentialed Manager since 2002
- MTCMA Certified Municipal Manager since 1993

JILL DUSON, AT-LARGE COUNCILOR, CITY OF PORTLAND

Professional & Municipal Experience:

- City of Portland, At Large Councilor; Chair, Housing Committee; Vice Chair, Legislative Committee (November 2001 – present)
- City of Portland, Mayor (2004 – 2005 and 2008 – 2009)
- Maine Human Rights Commission, Manager, Compliance Division (March 2012 – January 2016)
- Maine Department of Labor, Director, Bureau of Rehabilitation Services (June 2004 – February 2011)
- Perkins Thompson Consulting, LLC, President/Principal (January 2001 – July 2003)
- Northern Utilities Natural Gas, Inc., Manager, Government & Community Relations (January 1997 – December 2001)
- Central Maine Power Company, Management/Leadership (June 1987 – January 1997)
- Maine Committee on Aging, Director, Long Term Care Ombudsman Program (May 1984 – May 1987)
- Bureau of Maine's Elderly, Director, Home Equity Conversion Project (January 1983 – April 1984)
- American Bar Association, Assistant Staff Director, Commission on Legal Problems of the Elderly (November 1981 – December)
- Delaware County Legal Assistance Association, Director of Nursing Home Advocacy Project; Staff Attorney - Senior Citizens Law Unit (August 1979 – October 1981)

Other Experience, Committees and Affiliations:

- President, Maine Electoral College (December 2008); Maine Presidential Elector (2004 and 2008)
- Chair, Portland School Committee (2000 - 2001); District 5 School Committee Representative (1998 – 2001)
- Vice Chair, Local Government Advisory Committee (LGAC), US Environmental Protection Agency, Member, LGAC Executive Committee; Chair, LGAC Cleaning Up Our Communities Workgroup
- Member, Democratic Municipal Officials Organization, Council of Policy Advisors; Council of State Chairs
- Board of Directors, Mercy Hospital
- Board of Directors, Institute for Civic Leadership
- Gubernatorial Appointee, Maine Company for Higher Education
- Member, National League of Cities, Energy, Environment & Natural Resources Policy and Advocacy Committee
- Member, National League of Cities, Policy Committee on Community and Economic Development
- Member, National League of Cities, Human Development Steering Committee
- Board of Directors, Portland Community Chamber of Commerce
- Board Chair, Legal Services for the Elderly
- Board of Directors, Portland Symphony
- Board of Directors, Maine Philanthropy Center
- Board of Directors, Maine State Chamber of Commerce

Education:

- Senior Executives in State & Local Government, Kennedy School of Government, Harvard University
- Leadership Maine Zeta Class, Maine Development Foundation, Augusta, ME
- Juris Doctor, University of Pennsylvania School of Law, Philadelphia, PA
- Bachelor of Arts, Antioch College, Ohio
- Chester High School, Chester, PA

GARY FORTIER, CITY COUNCILOR, CITY OF ELLSWORTH

Professional & Municipal Experience:

- Self-employed electrical contractor (1991 – current)
- City of Ellsworth, Maine - City Councilor (1992 – 2001) and (2004 – present); Mayor/Chair (five years)
- City of Ellsworth Recreation Commission, Finance Committee, Penobscot Downeast Cable Television Committee and Library Expansion Committee
- City of Ellsworth Council Representative on the Building Committees for Ellsworth High School, Ellsworth Elementary-Middle School and the renovation of Ellsworth City Hall
- Broadcast Council and School Board monthly meetings on Public Access TV (2002 – 2004)
- Director, Ellsworth Area Chamber of Commerce (1995 – 1998)
- Director, Northeast Emergency Medical Services Council (1984 – 1987)
- Ellsworth area EMT-I with County Ambulance (1972 – 1989)
- City of Ellsworth, Volunteer Firefighter; retiring as Captain (1970 – 2005)

Other Experience, Committees and Affiliations:

- Member, Maine Municipal Association Executive Committee (2015 – present)
- Member, Maine Municipal Association Strategic & Finance Committee (2017)
- Member, Maine Municipal Association Property & Casualty Pool Board of Directors (2015 – present)
- Member, Maine Municipal Association Workers Compensation Fund Board of Trustees (2015 – present)
- Member, Maine Municipal Association Nominating Committee (2012) and (2015)
- City of Ellsworth Voting Delegate, Maine Municipal Association Business Meeting (1992 – current)
- Member, Maine Municipal Association Legislative Policy Committee, Senate District 7 (2014 – 2019)
- Secretary and Scholarship Coordinator, Down East Electrical Associates (a trade group of electricians from Hancock and Washington Counties) (Current)
- State Emergency Response Commission (SERC), Appointed Member by Governor King (1993 – 2002); served as Vice Chairman for last four years
- Assisted in local projects annually, such as Rotary Pancake breakfast, Ellsworth Antique Show at Woodlawn, Red Cross Disaster Shelter operations; Demeyer Field Electrical Repairs, Ellsworth Garden Club projects (greenhouse at Ellsworth High School, Donald Little Park Power, and Blue Star Memorial on Route 1A).

Awards and Certifications:

Ellsworth Area Chamber of Commerce Citizen of the Year – 2008
Ellsworth Rotary Club Paul Harris Fellow Honor – 2006 as a non-Rotarian



MAINE MUNICIPAL ASSOCIATION
VOTING BALLOT

Election of Vice President and Executive Committee Members
Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 18, 2017

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Mary Sabins, Town Manager, Town of Vassalboro

DIRECTORS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

James Bennett, City Manager, City of Biddeford

Jill Duson, At-Large Councilor, City of Portland

Gary Fortier, Councilor, City of Ellsworth

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

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

Date: _____ Municipality: _____

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

Print Name: _____ Signature: _____
Position: _____

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

Print Names: _____ Signatures: _____

Return To:
MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: (207) 626-3358 or 626-5947
Email: tchavarie@memun.org

VII. Wastewater Commissioners

Suggested Motion: Move to leave as Select Board and enter as Wastewater Commissioners.

*In order for the Town to have all legal remedies available to secure the collection of past due balances, the Wastewater Commissioners must commit sewer fees to the Treasurer. Chapter 2 Sewer Use Charge Ordinance § 8, states, "There shall be a lien to secure the payment of sewer charges legally assessed on real estate..." For this avenue to be open procedurally M.R.S.A. 38 § 1208, **Collection of Unpaid Rates**, requires a commitment to the Treasurer of the rate or fee. For residential accounts, commitments will be done quarterly and for commercial accounts monthly (March, June, September and December monthly billings will be included in the end of their respective quarter). Supporting documentation and the commitment are in your meeting materials.*

- a. July commitment of Sewer User/Debt Fees for the period of May 2017

Suggested Motion: Motion to commit the July Commitment of Sewer User/Debt Fees for the period of May 2017 totaling \$26,284.83 to the Treasurer for collection.

- b. August commitment of Sewer User/Debt Fees for the period of June 2017

Suggested Motion: Motion to commit the August Commitment of Sewer User/Debt Fees for the period of June 2017 totaling \$94,605.18 to the Treasurer for collection.



Town of Rockport, Maine

Finance Department

Town Office Building
101 Main Street
Rockport, Maine 04856

Megan A. Brackett, Finance Director

Telephone: 207.230.0180
Fax: 207.230.0112
Email: financedirector@town.rockport.me.us

Wastewater Commitment Process

Each month the Wastewater Commissioners are asked to vote on the commitment of sewer fees (both debt and usage) that remain unpaid. The monthly commitment includes approximately 13 accounts (mostly commercial with a few larger non-commercial accounts); quarterly both commercial and residential accounts are committed.

At the end of each fiscal year the accounts that have been committed and remain unpaid are sent a *Notice of Commitment* requiring that all past fees be paid. The commitment gives the treasurer the authority to collect the fees. This is the beginning of the lien process.

90 days after the *Notice of Commitment* has been sent, and fees remain unpaid, a *Notice of Lien* is sent to all outstanding accounts. The *Notice of Lien* gives the outstanding account holders 30 days before an actual lien is placed on the property, and the lien is filed in the Registry of Deeds. The outstanding account holder then has 18 months in which to pay the outstanding balance on the account. If the account balance committed is not paid in full then a *Notice of Foreclosure* is sent no more than 45 days before the expiration of the 18 months.

Wastewater Commissioners Vote Required for **July** Commitment

Suggested motion: Move to commit the May 2017 wastewater user/debt fees totaling **\$26,284.83** to the Treasurer for collection.

**CERTIFICATE OF COMMITMENT OF
SEWER USER RATES**

TO: **Richard C. Bates**, the treasurer of the municipality of Rockport, Maine.

We, the undersigned municipal officers of the municipality of Rockport, hereby certify and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A. § 3406 for those properties, units, and structures required by local and State law to pay a sewer rate to the municipality, for the period of:

May 2017	\$26,284.83
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You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum total of the list being **\$26,284.83**. The list is comprised of the pages numbered 1 through 1, which is attached to this certificate.

You are hereby authorized to collect these rates, and accrued interest, and all costs of collections by any means legally available to you under State law.

You shall complete and make an account of your collections of the whole sum herein committed to you on August 14, 2017.

Given under our hands this 14th day of August 2017.

Ken McKinley, Select Board Chair

Owen Casas, Select Board Vice Chair

Douglas Cole, Select Board Member

Thomas Gray, Select Board Member

Mark Kelley, Select Board Member

Municipal Town Officers – Town of Rockport

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401355103	21	CONIFER INDUSTRIES	1096	COMMERCIAL ST	ROCKPORT	ME	572.40
3404183001	21	COUNTRY INN	5	COUNTRY INN WAY	ROCKPORT	ME	137.20
3401338101	21	COUNTRY INN	40	COMMERCIAL ST	ROCKPORT	ME	1,204.70
3401336503	21	GRIMMEL LOUISE	141	COMMERCIAL ST	ROCKPORT	ME	293.80
3407439901	21	HAHN BILL	5	COUNTRY INN WAY	ROCKPORT	ME	128.00
3401332202	21	HOBOKEN SCHOOL HOUSE LLC	310	COMMERCIAL ST	ROCKPORT	ME	16.00
3401337304	21	LEDGES BY THE BAY	930	COMMERCIAL ST	ROCKPORT	ME	1,104.40
3407628601	21	MARRINER GILBERT	11	CAMDEN ST	ROCKPORT	ME	46.30
3401330601	21	PEN BAY MEDICAL CENTER	6	GLEN COVE DR	ROCKPORT	ME	11,774.90
3401435301	21	PENOBSCOT BAY YMCA	116	UNION ST	ROCKPORT	ME	2,680.90
3401340302	21	REALTY RESOURCES	1075	COMMERCIAL ST	ROCKPORT	ME	447.90
3401333001	21	ROCKPORT MARINE INC	1	MAIN ST	ROCKPORT	ME	195.30
3401335701	21	ROCKPORT TOWN OF	40	WEST ST	ROCKPORT	ME	16.00
3407629701	21	ROCKPORT TOWN OF	35	ELWOOD AVE	ROCKPORT	ME	56.40
3401372101	21	SAMOROCK LLC	220	WARRENTON ST	ROCKPORT	ME	6,327.73
3401331406	21	SCHOONER BAY LODGING INC	337	COMMERCIAL ST	ROCKPORT	ME	553.90
3407626601	21	SHEPARD BLACK STUART LLC	18	CENTRAL ST	ROCKPORT	ME	26.10
3407628301	21	SHEPARD BLACK STUART LLC	18	CENTRAL ST	ROCKPORT	ME	26.10
3401334901	21	SHEPARD BLACK STUART LLC	18	CENTRAL ST	ROCKPORT	ME	84.20
3407626701	21	SHEPARD BLACK STUART LLC	18	CENTRAL ST	ROCKPORT	ME	193.60
3401361602	21	STRAWBERRY HILL MOTOR INN	886	COMMERCIAL ST	ROCKPORT	ME	399.00
TOTAL							26,284.83



Town of Rockport, Maine

Finance Department

Town Office Building
101 Main Street
Rockport, Maine 04856

Megan A. Brackett, Finance Director

Telephone: 207.230.0180
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Email: financedirector@town.rockport.me.us

Wastewater Commitment Process

Each month the Wastewater Commissioners are asked to vote on the commitment of sewer fees (both debt and usage) that remain unpaid. The monthly commitment includes approximately 13 accounts (mostly commercial with a few larger non-commercial accounts); quarterly both commercial and residential accounts are committed.

At the end of each fiscal year the accounts that have been committed and remain unpaid are sent a *Notice of Commitment* requiring that all past fees be paid. The commitment gives the treasurer the authority to collect the fees. This is the beginning of the lien process.

90 days after the *Notice of Commitment* has been sent, and fees remain unpaid, a *Notice of Lien* is sent to all outstanding accounts. The *Notice of Lien* gives the outstanding account holders 30 days before an actual lien is placed on the property, and the lien is filed in the Registry of Deeds. The outstanding account holder then has 18 months in which to pay the outstanding balance on the account. If the account balance committed is not paid in full then a *Notice of Foreclosure* is sent no more than 45 days before the expiration of the 18 months.

Wastewater Commissioners Vote Required for **August** Commitment

Suggested motion: Move to commit the June 2017 wastewater user/debt fees totaling **\$94,605.18** to the Treasurer for collection.

**CERTIFICATE OF COMMITMENT OF
SEWER USER RATES**

TO: **Richard C. Bates**, the treasurer of the municipality of Rockport, Maine.

We, the undersigned municipal officers of the municipality of Rockport, hereby certify and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A. § 3406 for those properties, units, and structures required by local and State law to pay a sewer rate to the municipality, for the period of:

June 2017

\$94,605.18

You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum total of the list being **\$94,605.18**. The list is comprised of the pages numbered 1 through 13, which is attached to this certificate.

You are hereby authorized to collect these rates, and accrued interest, and all costs of collections by any means legally available to you under State law.

You shall complete and make an account of your collections of the whole sum herein committed to you on August 14, 2017.

Given under our hands this 14th day of August 2017.

Ken McKinley, Select Board Chair

Owen Casas, Select Board Vice Chair

Douglas Cole, Select Board Member

Thomas Gray, Select Board Member

Mark Kelley, Select Board Member

Municipal Town Officers – Town of Rockport

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401220216	21	1032 COMMERCIAL ST LLC	1032	COMMERCIAL ST	ROCKPORT	ME	181.60
3400992906	21	11 ELM ST., LLC	11	ELM ST	ROCKPORT	ME	49.00
3407546802	21	3 DOG CAFE	309	COMMERCIAL ST	ROCKPORT	ME	671.15
3401446902	21	ABESS MAUD	31	SCHOOL ST	ROCKPORT	ME	285.85
3401200806	21	ALEXANDER JOHN & LORI	30	WARRENTON ST	ROCKPORT	ME	214.75
3404176801	21	ALMAR INC	5	COTTAGE LN	ROCKPORT	ME	104.25
3404173301	21	ALMAR INC	2	COTTAGE LN	ROCKPORT	ME	137.40
3400933314	21	ALMAR INC	7	SUMMER ST	ROCKPORT	ME	148.45
3403605502	21	ALMAR INC.	399	COMMERCIAL ST	ROCKPORT	ME	650.95
3403604703	21	ALMAR INC.	399	COMMERCIAL ST	ROCKPORT	ME	910.90
3400848505	21	ANDROKITES ARLENE	46	PASCAL AVE	ROCKPORT	ME	60.05
3401061708	21	ANTIQUE HOUSE RESTORATION & CONST.	29	MAIN ST	ROCKPORT	ME	93.20
3400829908	21	ASHKENASI SHMUEL	37-39	MECHANIC ST	ROCKPORT	ME	49.00
3400946531	21	AUSTIN ANN	10.5	CHURCH ST	ROCKPORT	ME	49.00
3400950313	21	AUSTIN ANN	5	FRANKLIN ST	ROCKPORT	ME	49.00
3401032306	21	AVERY NISSA	16	MAPLE ST	ROCKPORT	ME	49.00
3400890608	21	BAEZA GRETA	198	UNION ST	ROCKPORT	ME	49.00
3401073002	21	BALDWIN ROBERT	18	MECHANIC ST	ROCKPORT	ME	104.25
3401165602	21	BANK OF AMERICA	10	EASTWARD	ROCKPORT	ME	49.00
3400967807	21	BANNISTER DAVID	7	SPRUCE ST	ROCKPORT	ME	236.85
3407625301	21	BARDSLEY FRANCINA	81	EASTWARD	ROCKPORT	ME	192.65
3400945705	21	BARRY DAVID	8.5	CHURCH ST	ROCKPORT	ME	60.05
3400943005	21	BARRY DAVID	8	CHURCH ST	ROCKPORT	ME	82.15
3403677204	21	BARTON HAYWARD	4	STRAWBERRY LN	ROCKPORT	ME	270.00
3403679902	21	BARTON LLC HAYWARD	8	STRAWBERRY LN	ROCKPORT	ME	202.25
3401343802	21	BASKET MARKET	223	COMMERCIAL ST	ROCKPORT	ME	1,506.15
3401160502	21	BAXTER NEVINS	31	EASTWARD	ROCKPORT	ME	49.00
3401388803	21	BELL WILLIAM & MARJORIE	60	EASTWARD	ROCKPORT	ME	123.38
3407621601	21	BERKE PETER	81	WEST ST	ROCKPORT	ME	49.00
3401236904	21	BERNARDO GARY	1119	COMMERCIAL ST	ROCKPORT	ME	203.70
3401016104	21	BIESER JULI	33	AMSBURY ST	ROCKPORT	ME	49.00
3401240701	21	BLACK BRENNAN	1126	COMMERCIAL ST	ROCKPORT	ME	49.00
3401431001	21	BLU-AQUA	477	COMMERCIAL ST	ROCKPORT	ME	82.15

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3400920102	21	BONZI JUDY	38	MECHANIC ST	ROCKPORT	ME	104.25
3401094301	21	BOOBAR JEAN	60	MAIN ST	ROCKPORT	ME	115.30
3401031504	21	BOUCHER BRUCE	28	SPRUCE ST	ROCKPORT	ME	159.50
3401092703	21	BOYCE SUSAN	63	MAIN ST	ROCKPORT	ME	137.40
3401111701	21	BOYD PATRICIA	3	SHIP ST	ROCKPORT	ME	60.05
3400972434	21	BRADY DEBBIE	13	SEA ST	ROCKPORT	ME	28.80
3400998814	21	BRAND MONIKA	7	SHIP ST	ROCKPORT	ME	49.00
3401203201	21	BRANDON SUSAN	19	WARRENTON ST	ROCKPORT	ME	49.00
3401131103	21	BRAYNE-NICHOLLS MARY	16	SPRUCE ST	ROCKPORT	ME	137.40
3401219904	21	BRIDGES JOHN & LORI	1033	COMMERCIAL ST	ROCKPORT	ME	126.35
3400914702	21	BROOKS MALCOLM	191	BEAUCHAMP PT RD	ROCKPORT	ME	247.90
3401025009	21	BROWN NANCE	11	HIGH ST	ROCKPORT	ME	137.40
3401114106	21	BROWN NICHOLAS	321	COMMERCIAL ST	ROCKPORT	ME	49.00
3400834525	21	BROWN NICHOLAS	321	COMMERCIAL ST	ROCKPORT	ME	104.25
3400835319	21	BROWN NICHOLAS	321	COMMERCIAL ST	ROCKPORT	ME	247.90
3401184204	21	BUCKLEY JAMES & RITA	412	COMMERCIAL ST	ROCKPORT	ME	225.80
3401302004	21	CADBURY DAVID & KAREN	4	SUMMER ST	ROCKPORT	ME	104.25
3400936804	21	CADBURY DAVID & KAREN	6	SUMMER ST	ROCKPORT	ME	258.95
3401006407	21	CADWALADER RICHARD	17	PLEASANT ST	ROCKPORT	ME	49.00
3401002104	21	CADWALADER RICHARD	11	PLEASANT ST	ROCKPORT	ME	104.25
3401310103	21	CADWALADER RICHARD	12	AMSBURY ST	ROCKPORT	ME	206.10
3401442601	21	CAMPBELL LINDA	148	WEST ST	ROCKPORT	ME	49.00
3401441801	21	CAMPBELL LINDA	140	WEST ST	ROCKPORT	ME	60.05
3401443403	21	CAMPBELL LINDA	150	WEST ST	ROCKPORT	ME	270.00
3407523901	21	CARBONNEAU CLAUDE	18	CLAM COVE DR	ROCKPORT	ME	159.50
3400847706	21	CASTLE DIANA & SIMON	31	PASCAL AVE	ROCKPORT	ME	270.00
3401130301	21	CHACE ROBERT & SUSAN	32	PLEASANT ST	ROCKPORT	ME	126.35
3401087002	21	CHALFANT JAMES	18	WINTER ST	ROCKPORT	ME	104.25
3401241504	21	CHAPMAN LAWRENCE	1132	COMMERCIAL ST	ROCKPORT	ME	49.00
3400845004	21	CHAPMAN MELISSA	36	PASCAL AVE	ROCKPORT	ME	214.75
3400870101	21	CHARBONNEAU PAUL	96	PASCAL AVE	ROCKPORT	ME	159.50
3403674803	21	CHARLAND JEFF & WENDY	20	FOREST GLEN DR	ROCKPORT	ME	352.15
3401401901	21	CHATFIELD JR. ALBERT	139	RUSSELL AVE	ROCKPORT	ME	228.56

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3400913907	21	CLARK DR. KENNETH J.	195	BEAUCHAMP PT RD	ROCKPORT	ME	49.00
3401395001	21	CODELLA PETER	23	PLEASANT ST	ROCKPORT	ME	181.60
3400988002	21	COLE BRUCE	34	SPRUCE ST	ROCKPORT	ME	148.45
3401035802	21	COLSON JR ALBERT	8	ELM ST	ROCKPORT	ME	137.40
3401355103	21	CONIFER INDUSTRIES	1096	COMMERCIAL ST	ROCKPORT	ME	749.52
3401363203	21	CONTAKOS JONAS	39	PASCAL AVE	ROCKPORT	ME	148.45
3401179613	21	COUNTRY INN	40	COMMERCIAL ST	ROCKPORT	ME	49.00
3404183001	21	COUNTRY INN	5	COUNTRY INN WAY	ROCKPORT	ME	447.29
3401338101	21	COUNTRY INN	40	COMMERCIAL ST	ROCKPORT	ME	1,865.22
3403703502	21	COWAN RICHARD & SARAH	8	CLAM COVE DR	ROCKPORT	ME	60.05
3400905807	21	COX JOSEPH	29	SPEAR ST	ROCKPORT	ME	181.60
3401038201	21	CROCKETT CHARLIE	60	PLEASANT ST	ROCKPORT	ME	192.65
3401022601	21	CROCKETT PRISCILLA	31	HIGH ST	ROCKPORT	ME	93.20
3400887604	21	CURRIER MEREDITH BELL	226	UNION ST	ROCKPORT	ME	60.05
3400941413	21	DARWIN WILSON & GALE	19	SUMMER ST	ROCKPORT	ME	186.40
3401144304	21	DAVID EDWARD & SUSAN	68	EASTWARD	ROCKPORT	ME	115.30
3400879511	21	DAVIS ELIZABETH	238	UNION ST	ROCKPORT	ME	440.25
3400827212	21	DAY-PRUITT BARBARA	126	RUSSELL AVE	ROCKPORT	ME	71.10
3407636301	21	DEBROSKY KRISTEN & JOE	4	FOREST GLEN DR	ROCKPORT	ME	230.60
3401018805	21	DELANO JOHN & MARGARET	9	BIRCH ST	ROCKPORT	ME	126.35
3401078102	21	DEMMONS HANNAH	23	WINTER ST	ROCKPORT	ME	126.35
3401040401	21	DENNISON MARY	20	CAMDEN ST	ROCKPORT	ME	148.45
3407635201	21	DEREKTOR DEBORAH	73	PASCAL AVE	ROCKPORT	ME	60.05
3400862004	21	DEREKTOR DEBORAH	73	PASCAL AVE	ROCKPORT	ME	203.70
3401172909	21	DICKSTON DOUGLAS	187	BEAUCHAMP PT RD	ROCKPORT	ME	49.00
3400884103	21	DOLCATER JR JOHN & JUNE	228	UNION ST	ROCKPORT	ME	49.00
3403607102	21	DOLLARS & SENSE LLC	350	COMMERCIAL ST	ROCKPORT	ME	93.20
3407621501	21	DONHAM VALERIE	460	COMMERCIAL ST	ROCKPORT	ME	49.00
3401186909	21	DOUGLAS CAROL	394	COMMERCIAL ST	ROCKPORT	ME	258.95
3401329203	21	DUNTON GARY	12	FRANKLIN ST	ROCKPORT	ME	120.10
3401313602	21	DURKEE SUSAN	88	MAIN ST	ROCKPORT	ME	170.55
3401176107	21	EAGLESON CATHERINE	77	MAIN ST	ROCKPORT	ME	192.65
3401418309	21	EMERY DESMOND	9	GROVE ST	ROCKPORT	ME	247.90

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401167201	21	EWING EDWARD & ANGELICA	1	EASTWARD	ROCKPORT	ME	49.00
3401386103	21	FARLAND WILLIAM	88	EASTWARD	ROCKPORT	ME	71.10
3400833706	21	FINK OLIVE	35	PASCAL AVE	ROCKPORT	ME	336.30
3401021801	21	FISCHER ANASTASIA	22	BIRCH ST	ROCKPORT	ME	247.90
3400986411	21	FLETCHER CHARLOTTE	53	SEA ST	ROCKPORT	ME	49.00
3400991011	21	FOGEL ALEXANDRA	29	SPRUCE ST	ROCKPORT	ME	181.60
3401117605	21	FORSTER SUSAN & PETER	27	MECHANIC ST	ROCKPORT	ME	49.00
3401218001	21	FOWLIE ALICE	1028	COMMERCIAL ST	ROCKPORT	ME	126.35
3407621401	21	FRANKEL RICHARD	450	COMMERCIAL ST	ROCKPORT	ME	49.00
3400911203	21	FREEMAN JR WILLIAM	41	SPEAR ST	ROCKPORT	ME	104.25
3407636901	21	FRESH OFF THE FARM	495	COMMERCIAL ST	ROCKPORT	ME	49.00
3401036607	21	GALLAGHER JAMES	15	BIRCH ST	ROCKPORT	ME	82.15
3403612801	21	GAMBLE RONALD	12	EASTWARD	ROCKPORT	ME	60.05
3400881703	21	GARDNER NANCY	5	CHURCH ST	ROCKPORT	ME	225.80
3401286501	21	GARTLEY WILL & CAROLE	133	WARRENTON ST	ROCKPORT	ME	170.55
3401134610	21	GERRITSEN FRANCISCUS	90	EASTWARD	ROCKPORT	ME	60.05
3400951111	21	GIBBONS CONSTANCE	8	FRANKLIN ST	ROCKPORT	ME	49.00
3407062201	21	GILLCHREST JAMES	190	WEST ST	ROCKPORT	ME	49.00
3401206711	21	GIORDANO FELICIA	7	WARRENTON ST	ROCKPORT	ME	71.10
3407624101	21	GODDARD SUSIE	24	GROVE ST	ROCKPORT	ME	270.00
3400994508	21	GOGGIN ROBERT	14	ELM ST	ROCKPORT	ME	296.90
3400893002	21	GOLDENTHAL SARA	202	UNION ST	ROCKPORT	ME	49.00
3401110902	21	GOOD MICHAEL & KAREN	325	COMMERCIAL ST	ROCKPORT	ME	60.05
3400901503	21	GOODRIDGE CAROL	28	SPEAR ST	ROCKPORT	ME	247.90
3401142706	21	GORDON ALBERT	64	EASTWARD	ROCKPORT	ME	93.20
3400861214	21	GORDON DOMINIQUE	74	PASCAL AVE	ROCKPORT	ME	203.70
3401012902	21	GOSS DR. JONATHAN	25	AMSBURY ST	ROCKPORT	ME	104.25
3407526301	21	GRAFFAM GAYLE	17	CLAM COVE DR	ROCKPORT	ME	82.15
3400919803	21	GRAFFAM III EDWARD	40	MECHANIC ST	ROCKPORT	ME	258.95
3401098604	21	GRAFFAM JANICE	206	UNION ST	ROCKPORT	ME	203.70
3400925208	21	GRAHAM WALLACE & RUTH	3	MECHANIC ST	ROCKPORT	ME	115.30
3401319505	21	GRAHAM WALLACE & RUTH	11	MECHANIC ST	ROCKPORT	ME	175.35
3401211308	21	GRANT MARION	99	WARRENTON ST	ROCKPORT	ME	148.45

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401030701	21	GRAVESTEIN LLC	7	SCHOOL ST	ROCKPORT	ME	71.10
3400939203	21	GREALISH CATHERINE	18	SUMMER ST	ROCKPORT	ME	115.30
3401214802	21	GREENE SARAH	1011	COMMERCIAL ST	ROCKPORT	ME	82.15
3401148602	21	GREENSIDE KEITH	71	EASTWARD	ROCKPORT	ME	181.60
3400843401	21	GRIFFIN RUTH	27	PASCAL AVE	ROCKPORT	ME	126.35
3401336503	21	GRIMMEL LOUISE	141	COMMERCIAL ST	ROCKPORT	ME	479.03
3401049818	21	HADDOCK JENNIFER	54	CAMDEN ST	ROCKPORT	ME	93.20
3407439901	21	HAHN BILL	5	COUNTRY INN WAY	ROCKPORT	ME	130.72
3400841805	21	HAINES WILLIAM	13	PASCAL AVE	ROCKPORT	ME	303.15
3401099403	21	HALL PETER & LORRAINE	9	WEST ST	ROCKPORT	ME	104.25
3401118402	21	HALL ROBERT	150	RUSSELL AVE	ROCKPORT	ME	225.80
3401076510	21	HALL ROBERT	24	WINTER ST	ROCKPORT	ME	236.85
3407529801	21	HANLEY SHARON	16	CLAM COVE DR	ROCKPORT	ME	192.65
3401324101	21	HARBOR VIEW ASSOCIATION	6	HARBOR VIEW RD	ROCKPORT	ME	109.05
3401323302	21	HARBOR VIEW ASSOCIATION	1	HARBOR VIEW RD	ROCKPORT	ME	273.35
3401161301	21	HARRIS MARK & NAIDA	80	EASTWARD	ROCKPORT	ME	82.15
3400892201	21	HART STEVEN	180	UNION ST	ROCKPORT	ME	137.40
3401307102	21	HARTNETT KATHERINE	18	AMSBURY ST	ROCKPORT	ME	109.05
3401028510	21	HARTZELL KEN	10	MAPLE ST	ROCKPORT	ME	49.00
3400851504	21	HAYNES JASON	67	PASCAL AVE	ROCKPORT	ME	251.55
3401171001	21	HAYWARD DOUGLAS	37	FOREST GLEN DR	ROCKPORT	ME	192.65
3400963510	21	HENNING KRISTOPHER	27	SCHOOL ST	ROCKPORT	ME	170.55
3401014501	21	HERSCHEND DIANNA	5	BIRCH ST	ROCKPORT	ME	49.00
3401123013	21	HERSCHEND DIANNA	5	BIRCH ST	ROCKPORT	ME	137.40
3401332202	21	HOBOKEN SCHOOL HOUSE LLC	310	COMMERCIAL ST	ROCKPORT	ME	16.34
3403698501	21	HOOD SUSAN	47	FOREST ST WEST	ROCKPORT	ME	236.85
3401212101	21	HOOPER VIRGINIA	1003	COMMERCIAL ST	ROCKPORT	ME	126.35
3401001305	21	HORSCH KAREN	6	PLEASANT ST	ROCKPORT	ME	26.20
3401007205	21	HYMES JANNA	42	PLEASANT ST	ROCKPORT	ME	159.50
3407621701	21	HYSSONG JAMES & SIMONNE	104	WEST ST	ROCKPORT	ME	49.00
3407621801	21	HYSSONG JOHN & DELORES	112	WEST ST	ROCKPORT	ME	49.00
3401100102	21	JACKSON DAVID & NANCY	10	WEST ST	ROCKPORT	ME	303.15
3401059514	21	JINNO DAVID	61	MAIN ST	ROCKPORT	ME	49.00

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401113317	21	JINNO DAVID	61	MAIN ST	ROCKPORT	ME	49.00
3400896503	21	JOHNSON REV. WILLIAM	44	PASCAL AVE	ROCKPORT	ME	49.00
3401090001	21	JONES MARI	152	RUSSELL AVE	ROCKPORT	ME	49.00
3401198203	21	KALER CARLA JO	33	WARRENTON ST	ROCKPORT	ME	82.15
3401089710	21	KANTOR DAVID	32	MAIN ST	ROCKPORT	ME	49.00
3403718301	21	KEHLER KARL & MARLENE	10	CLAM COVE DR	ROCKPORT	ME	236.85
3401140008	21	KELLY PATRICIA	47	EASTWARD	ROCKPORT	ME	49.00
3400842605	21	KENNEDY ROBERT & SHARON	19	PASCAL AVE	ROCKPORT	ME	49.00
3401452301	21	KESSEL SCOTT & MARIANNE	15	CLAM COVE DR	ROCKPORT	ME	309.18
3401083802	21	KILHAM ANNE	136	RUSSELL AVE	ROCKPORT	ME	336.30
3400938405	21	KILLORAN KATHERINE	15	SUMMER ST	ROCKPORT	ME	148.45
3400975902	21	KIMBALL KIMBERLY	36	SEA ST	ROCKPORT	ME	314.20
3401056001	21	KNIGHT CHARLES	76	MAIN ST	ROCKPORT	ME	93.20
3401393401	21	KNIGHT DIANA	951	COMMERCIAL ST	ROCKPORT	ME	228.56
3401147805	21	KNOWLTON GREG & DONNA	75	EASTWARD	ROCKPORT	ME	71.10
3401247402	21	KNOWLTON HARLEY	105	WARRENTON ST	ROCKPORT	ME	137.40
3401229627	21	LACOMBE DEANNA	1088	COMMERCIAL ST	ROCKPORT	ME	104.25
3401159102	21	LANG ERIC	24	EASTWARD	ROCKPORT	ME	49.00
3401162103	21	LANG ERIC	16	EASTWARD	ROCKPORT	ME	137.40
3401412401	21	LAURENT THOMAS		WARRENTON ST	ROCKPORT	ME	49.00
3401010208	21	LAWRENCE IV JAMES	27	AMSBURY ST	ROCKPORT	ME	192.65
3400864702	21	LAWRENCE ROBERT	82	PASCAL AVE	ROCKPORT	ME	104.25
3400850707	21	LEA JAMES & BARBARA	2A	WEST ST	ROCKPORT	ME	170.55
3401224502	21	LECAPTAIN ROSEMARY BLACK	1081	COMMERCIAL ST	ROCKPORT	ME	148.45
3401411601	21	LEDGES BY THE BAY	932	COMMERCIAL ST	ROCKPORT	ME	49.00
3403697701	21	LEDGES BY THE BAY	916	COMMERCIAL ST	ROCKPORT	ME	228.56
3401337304	21	LEDGES BY THE BAY	930	COMMERCIAL ST	ROCKPORT	ME	1,742.14
3401178817	21	LEHMAN LAURENCE & MARIANN	54	MAIN ST	ROCKPORT	ME	137.40
3401322502	21	LEONARD LINDA	16	PLEASANT ST	ROCKPORT	ME	104.25
3400907402	21	LEWIS EMILY	37	SPEAR ST	ROCKPORT	ME	60.05
3401072201	21	LEWIS PATRICIA	157	RUSSELL AVE	ROCKPORT	ME	49.00
3401108701	21	LEWIS PATRICIA	158	RUSSELL AVE	ROCKPORT	ME	71.10
3401455804	21	LEWIS PHILIP	198	BEAUCHAMP PT RD	ROCKPORT	ME	98.00

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401154006	21	LIBBEY EDWARD & DIANNE	17	EASTWARD	ROCKPORT	ME	49.00
3401105207	21	LIVERMORE JODY	33	SPRUCE ST	ROCKPORT	ME	60.05
3400985606	21	LOAVENBRUCK DR. GRANT	67	SEA ST	ROCKPORT	ME	60.05
3401419103	21	LORRAINE CONSTRUCTION	270	WEST ST	ROCKPORT	ME	71.10
3400957003	21	MACKENZIE REV TR AMY ANNE	4	BROOK ST	ROCKPORT	ME	60.05
3400940603	21	MADDOX MARY	22	SUMMER ST	ROCKPORT	ME	159.50
3401152403	21	MAGYAR JOANNE	21	EASTWARD	ROCKPORT	ME	159.50
3401433701	21	MAINE COAST ORTHODONTICS	5	CHILDREN'S WAY	ROCKPORT	ME	208.50
3401053604	21	MAINE MEDIA WORKSHOP	51	CAMDEN ST	ROCKPORT	ME	49.00
3401291111	21	MAINE MEDIA WORKSHOP	49	CAMDEN ST	ROCKPORT	ME	98.00
3401312817	21	MAINE MEDIA WORKSHOP	69	CAMDEN ST	ROCKPORT	ME	98.00
3401050110	21	MAINE MEDIA WORKSHOP	60	CAMDEN ST	ROCKPORT	ME	137.40
3401399301	21	MAINE MEDIA WORKSHOP	52	GROVE ST	ROCKPORT	ME	228.56
3403609811	21	MAINE MEDIA WORKSHOP	242	COMMERCIAL ST	ROCKPORT	ME	343.00
3401316014	21	MAINE MEDIA WORKSHOP	70	CAMDEN ST	ROCKPORT	ME	524.60
3401327606	21	MAINE MEDIA WORKSHOP	70	CAMDEN ST	ROCKPORT	ME	702.85
3407628601	21	MARRINER GILBERT	11	CAMDEN ST	ROCKPORT	ME	38.44
3407620801	21	MARSHALL LEE DAVID	384	COMMERCIAL ST	ROCKPORT	ME	49.00
3401188503	21	MASON ANN	378	COMMERCIAL ST	ROCKPORT	ME	391.55
3401080302	21	MASTERSON MARK	142	RUSSELL AVE	ROCKPORT	ME	148.45
3401449301	21	MAYHORN DR RODNEY	11	ROC CREST DR	ROCKPORT	ME	49.00
3400965109	21	MAZOR JUSTIN	9	SCHOOL ST	ROCKPORT	ME	192.65
3407635901	21	MCALLISTER MICHAEL	6	CLAM COVE DR	ROCKPORT	ME	60.05
3401074902	21	MCALLISTER STEVEN	9	WINTER ST	ROCKPORT	ME	71.10
3400912001	21	MCAULAY ROBERT	48	SPEAR ST	ROCKPORT	ME	82.15
3400937608	21	MCCLELLAN WILLIAM & NELDA	13	SUMMER ST	ROCKPORT	ME	236.85
3400917102	21	MCGRAIN ERIN	42	MECHANIC ST	ROCKPORT	ME	10.50
3401299701	21	MCKIM JOHN	237	UNION ST	ROCKPORT	ME	361.75
3401109507	21	MCLELLAN ELIZABETH	85	PASCAL AVE	ROCKPORT	ME	48.59
3407621201	21	MCMAHON ESTATE OF JAMES	417	COMMERCIAL ST	ROCKPORT	ME	49.00
3401145104	21	MILLER HOWARD	73	EASTWARD	ROCKPORT	ME	104.25
3401375601	21	MILLER RAYMOND	89	EASTWARD	ROCKPORT	ME	93.20
3400867107	21	MITCHELL ELLIOTT	90	PASCAL AVE	ROCKPORT	ME	413.65

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401451501	21	MOHR JOYCE	6	COMMERCIAL ST	ROCKPORT	ME	49.00
3407620701	21	MOORE CHRISTOPHER & SANDRA	370	COMMERCIAL ST	ROCKPORT	ME	49.00
3400929502	21	MORGAN ELISABETH	18	LIMEROCK ST	ROCKPORT	ME	170.55
3401422101	21	MORRILL FRANK & CATHY	461	COMMERCIAL ST	ROCKPORT	ME	461.56
3400995305	21	MURRAY II JAMES	9	ELM ST	ROCKPORT	ME	98.00
3401122202	21	NEIMAN ROBERT	35	AMSBURY ST	ROCKPORT	ME	49.00
3400838801	21	NEWTON WALSH WENDE	9	PASCAL AVE	ROCKPORT	ME	49.00
3401086201	21	NOOK PATRICIA	129	RUSSELL AVE	ROCKPORT	ME	137.40
3401024201	21	NUGENT SUSAN	19	HIGH ST	ROCKPORT	ME	170.55
3401191504	21	O'BRIEN GAYLE	237	COMMERCIAL ST	ROCKPORT	ME	391.55
3401084601	21	OLDS CORWIN	132	RUSSELL AVE	ROCKPORT	ME	148.45
3407537907	21	OLIVAS JULIA JAHR	243	COMMERCIAL ST	ROCKPORT	ME	93.20
3404186501	21	OLSEN LYNETTE & BRAD	16	WEST ST	ROCKPORT	ME	225.80
3400832905	21	ONE SIXTY TWO RUSSELL AVE, LLC	162	RUSSELL AVE	ROCKPORT	ME	49.00
3400961905	21	O'ROURKE ANNE	28	SCHOOL ST	ROCKPORT	ME	126.35
3401400001	21	OSGOOD JOHN	22	LIMEROCK ST	ROCKPORT	ME	203.70
3401377202	21	PALGUTT WILLIAM	20	EASTWARD	ROCKPORT	ME	49.00
3403623301	21	PARKER GEOFFREY	40	SCHOOL ST	ROCKPORT	ME	126.35
3400866306	21	PARRATT DONNA	86	PASCAL AVE	ROCKPORT	ME	115.30
3400883302	21	PASQUINI CHRISTINA	230	UNION ST	ROCKPORT	ME	148.45
3401278402	21	PATTERSON MOBILE HM PK LLC	5	PATTERSON PARK	ROCKPORT	ME	49.00
3401270902	21	PATTERSON MOBILE HM PK LLC	13	PATTERSON PARK	ROCKPORT	ME	71.10
3401273306	21	PATTERSON MOBILE HM PK LLC	9	PATTERSON PARK	ROCKPORT	ME	71.10
3401260104	21	PATTERSON MOBILE HM PK LLC	23	PATTERSON PARK	ROCKPORT	ME	104.25
3401262803	21	PATTERSON MOBILE HM PK LLC	22	PATTERSON PARK	ROCKPORT	ME	115.30
3401263604	21	PATTERSON MOBILE HM PK LLC	21	PATTERSON PARK	ROCKPORT	ME	115.30
3401267904	21	PATTERSON MOBILE HM PK LLC	17	PATTERSON PARK	ROCKPORT	ME	115.30
3401285701	21	PATTERSON MOBILE HM PK LLC	2	PATTERSON PARK	ROCKPORT	ME	115.30
3401264401	21	PATTERSON MOBILE HM PK LLC	20	PATTERSON PARK	ROCKPORT	ME	126.35
3401268705	21	PATTERSON MOBILE HM PK LLC	15	PATTERSON PARK	ROCKPORT	ME	148.45
3401276803	21	PATTERSON MOBILE HM PK LLC	7	PATTERSON PARK	ROCKPORT	ME	159.50
3401283001	21	PATTERSON MOBILE HM PK LLC	25	PATTERSON PARK	ROCKPORT	ME	159.50
3401274102	21	PATTERSON MOBILE HM PK LLC	8	PATTERSON PARK	ROCKPORT	ME	170.55

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401277606	21	PATTERSON MOBILE HM PK LLC	6	PATTERSON PARK	ROCKPORT	ME	170.55
3401287303	21	PATTERSON MOBILE HM PK LLC	16	PATTERSON PARK	ROCKPORT	ME	170.55
3401269503	21	PATTERSON MOBILE HM PK LLC	14	PATTERSON PARK	ROCKPORT	ME	181.60
3401259802	21	PATTERSON MOBILE HM PK LLC	24	PATTERSON PARK	ROCKPORT	ME	192.65
3401272501	21	PATTERSON MOBILE HM PK LLC	10	PATTERSON PARK	ROCKPORT	ME	214.75
3401279203	21	PATTERSON MOBILE HM PK LLC	4	PATTERSON PARK	ROCKPORT	ME	225.80
3401280605	21	PATTERSON MOBILE HM PK LLC	3	PATTERSON PARK	ROCKPORT	ME	225.80
3401284904	21	PATTERSON MOBILE HM PK LLC	11	PATTERSON PARK	ROCKPORT	ME	225.80
3401265202	21	PATTERSON MOBILE HM PK LLC	19	PATTERSON PARK	ROCKPORT	ME	247.90
3401282209	21	PATTERSON MOBILE HM PK LLC	1110	COMMERCIAL ST	ROCKPORT	ME	270.00
3401266001	21	PATTERSON MOBILE HOME PK	18	PATTERSON PARK	ROCKPORT	ME	159.50
3401281403	21	PATTERSON MOBILE HOME PK	1	PATTERSON PARK	ROCKPORT	ME	258.95
3401226102	21	PATTERSON SAMUEL & ANDREA	1091	COMMERCIAL ST	ROCKPORT	ME	22.57
3401379901	21	PEACE WILLIAM & PATRICIA	6	EASTWARD	ROCKPORT	ME	225.80
3401187702	21	PEARSON CHARLES	390	COMMERCIAL ST	ROCKPORT	ME	214.75
3401192301	21	PEDERSEN ALAN	69	WARRENTON ST	ROCKPORT	ME	159.50
3401330601	21	PEN BAY MEDICAL CENTER	6	GLEN COVE DR	ROCKPORT	ME	11,544.45
3401232603	21	PENOBSCOT BAY CHIROPRACTIC	1112	COMMERCIAL ST	ROCKPORT	ME	12.40
3401120601	21	PENOBSCOT BAY ICE CO.	208	UNION ST	ROCKPORT	ME	170.55
3401435301	21	PENOBSCOT BAY YMCA	116	UNION ST	ROCKPORT	ME	4,011.27
3401309803	21	PEREVALOVA COURTNEY	42	AMSBURY ST	ROCKPORT	ME	420.85
3400844214	21	PERRY MICHELLE	29	PASCAL AVE	ROCKPORT	ME	225.80
3401357807	21	PERSCHON ANNE	25	WARRENTON ST	ROCKPORT	ME	139.80
3401328401	21	PETERSON MCKIM	195	UNION ST	ROCKPORT	ME	196.00
3401425602	21	PFEIFFER CARL	5	CLAM COVE DR	ROCKPORT	ME	325.25
3407631901	21	PIERI THEODORE	30	COMMERCIAL ST	ROCKPORT	ME	82.15
3401256301	21	PINKHAM RONALD	1103	COMMERCIAL ST	ROCKPORT	ME	71.10
3401202402	21	PLAISTED CHARLES	24	WARRENTON ST	ROCKPORT	ME	203.70
3400931704	21	PORTER JENNIFER	19	LIMEROCK ST	ROCKPORT	ME	203.70
3401039003	21	POULIN HELEN	139	COMMERCIAL ST	ROCKPORT	ME	49.00
3401058707	21	PRIESTLEY III JOHN	71	MAIN ST	ROCKPORT	ME	115.30
3401151603	21	PULLUM J STEPHEN	26	EASTWARD	ROCKPORT	ME	71.10
3400978301	21	PUTNAM MICHAEL C J	27	SEA ST	ROCKPORT	ME	49.00

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3404184904	21	RANDOLPH TERESA	20	WEST ST	ROCKPORT	ME	192.65
3401340302	21	REALTY RESOURCES	1075	COMMERCIAL ST	ROCKPORT	ME	858.14
3401314401	21	REHMEYER KIMBERELY	40	MAIN ST	ROCKPORT	ME	186.40
3401070605	21	REINKE FREDERICK	161	RUSSELL AVE	ROCKPORT	ME	82.15
3401413201	21	RILEY SCHOOL INC.	87.5	WARRENTON ST	ROCKPORT	ME	49.00
3401204005	21	ROBERTS KATHLEEN	10	WARRENTON ST	ROCKPORT	ME	60.05
3401450711	21	ROCKPORT BOAT CLUB	4	MAIN ST	ROCKPORT	ME	49.00
3401445001	21	ROCKPORT FAMILY EYE CARE	377	COMMERCIAL ST	ROCKPORT	ME	334.85
3401044701	21	ROCKPORT FIRE DEPT	85	MAIN ST	ROCKPORT	ME	82.15
3401333001	21	ROCKPORT MARINE INC	1	MAIN ST	ROCKPORT	ME	275.31
3401067601	21	ROCKPORT PUBLIC LIBRARY	1	LIMEROCK ST	ROCKPORT	ME	49.00
3401430201	21	ROCKPORT PUBLIC LIBRARY	485	COMMERCIAL ST	ROCKPORT	ME	126.35
3401335701	21	ROCKPORT TOWN OF	40	WEST ST	ROCKPORT	ME	16.34
3403705111	21	ROCKPORT TOWN OF		PUBLIC LANDING	ROCKPORT	ME	49.00
3407629701	21	ROCKPORT TOWN OF	35	ELWOOD AVE	ROCKPORT	ME	60.54
3400877901	21	ROCKPORT TOWN OF	6	CENTRAL ST	ROCKPORT	ME	93.20
3401127301	21	ROCKPORT TOWN OF	101	MAIN ST	ROCKPORT	ME	115.30
3403702701	21	ROSHTO GERLADINE	9	CLAM COVE DR	ROCKPORT	ME	170.55
3403683702	21	ROUBINEK SEANA	16	FOREST GLEN DR	ROCKPORT	ME	159.50
3401150803	21	RUBIN ROBERT	28	EASTWARD	ROCKPORT	ME	148.45
3400930901	21	RUDDY JAMES	9	LIMEROCK ST	ROCKPORT	ME	159.50
3407625101	21	SAD #28	11	CHILDREN'S WAY	ROCKPORT	ME	1,480.70
3407601402	21	SAD #28	11	CHILDREN'S WAY	ROCKPORT	ME	1,489.75
3401136207	21	SALAY-WEJNAR ELIZABETH	41	EASTWARD	ROCKPORT	ME	49.00
3401372101	21	SAMOROCK LLC	220	WARRENTON ST	ROCKPORT	ME	6,642.66
3401185002	21	SANGIULIANO DEBRA & PAUL	398	COMMERCIAL ST	ROCKPORT	ME	71.10
3401125712	21	SCHMIDT BONNIE	50	PLEASANT ST	ROCKPORT	ME	60.05
3401331406	21	SCHOONER BAY LODGING INC	337	COMMERCIAL ST	ROCKPORT	ME	605.36
3401255505	21	SCHWARTZBERG GARY	859	COMMERCIAL ST	ROCKPORT	ME	71.10
3400953803	21	SCHWARZMANN MARK	33	MECHANIC ST	ROCKPORT	ME	181.60
3400926009	21	SCOTT JOANNE	3	LIMEROCK ST	ROCKPORT	ME	170.55
3400863910	21	SHAW HELEN	77	PASCAL AVE	ROCKPORT	ME	314.20
3401249002	21	SHAW RICHARD & SANDRA	119	WARRENTON ST	ROCKPORT	ME	60.05

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401104404	21	SHELDON SARAH	28	PASCAL AVE	ROCKPORT	ME	107.29
3407628301	21	SHEPARD BLACK STUART LLC	18	CENTRAL ST	ROCKPORT	ME	16.34
3407626601	21	SHEPARD BLACK STUART LLC	18	CENTRAL ST	ROCKPORT	ME	38.44
3401334901	21	SHEPARD BLACK STUART LLC	18	CENTRAL ST	ROCKPORT	ME	87.46
3407626701	21	SHEPARD BLACK STUART LLC	18	CENTRAL ST	ROCKPORT	ME	231.58
3401054402	21	SIMMONS BARBARA	41	CAMDEN ST	ROCKPORT	ME	49.00
3401119202	21	SMITH ROBERT	204	UNION ST	ROCKPORT	ME	192.65
3401320901	21	SMITH STUART	1	MAIN ST	ROCKPORT	ME	875.30
3401300401	21	SMITH'S GARAGE	211	UNION ST	ROCKPORT	ME	258.95
3403615208	21	SNIDER SCOTT	414	COMMERCIAL ST	ROCKPORT	ME	225.80
3401346208	21	SOKOLOFF ELEANOR	55	SEA ST	ROCKPORT	ME	73.50
3401344601	21	SONS FARLEY	211	WEST ST	ROCKPORT	ME	307.95
3400944908	21	SOSLAND DANIEL	7	CHURCH ST	ROCKPORT	ME	104.25
3401303902	21	SOUTHERN VENTURES LLC	10	SUMMER ST	ROCKPORT	ME	530.85
3400903101	21	SPRAGUE JAMES	32	SPEAR ST	ROCKPORT	ME	71.10
3401407801	21	STANLEY BENJAMIN & OLGA	869	COMMERCIAL ST	ROCKPORT	ME	225.80
3401392601	21	STANLEY DAVID	19	OLD COUNTY RD	ROCKPORT	ME	228.56
3407620501	21	STARLIGHT LODGE ROCKPORT LLC	360	COMMERCIAL ST	ROCKPORT	ME	1,496.82
3401103601	21	START FRANKLIN	22	WEST ST	ROCKPORT	ME	126.35
3401000501	21	STEINGLASS VICTOR	1	SHIP ST	ROCKPORT	ME	49.00
3400990216	21	STEPHENSON BILL	30	SPRUCE ST	ROCKPORT	ME	192.65
3403617902	21	STEWART ROBERT & STELLA	174	UNION ST	ROCKPORT	ME	49.00
3401361602	21	STRAWBERRY HILL MOTOR INN	886	COMMERCIAL ST	ROCKPORT	ME	904.69
3401405101	21	TENNESON JOYCE	69	PASCAL AVE	ROCKPORT	ME	49.00
3401116801	21	TENNESON JOYCE	7	HARBOR VIEW RD	ROCKPORT	ME	115.30
3400900701	21	THOMPSON MICHAEL	24	SPEAR ST	ROCKPORT	ME	82.15
3401139706	21	THOMPSON THOMAS	43	EASTWARD	ROCKPORT	ME	60.05
3400974002	21	THOMPSON WILLIAM & NANCY	30	SEA ST	ROCKPORT	ME	115.30
3401043908	21	TIMMER STACY	34	CAMDEN ST	ROCKPORT	ME	159.50
3401169903	21	TOFOODIO LLC	201	WEST ST	ROCKPORT	ME	1,471.55
3400970804	21	TOMIC SONJA	11	MAPLE ST	ROCKPORT	ME	104.25
3401060901	21	TULLY CLARE	31	MAIN ST	ROCKPORT	ME	137.40
3401347003	21	TURI MARIO	14	WARRENTON ST	ROCKPORT	ME	230.60

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3401416703	21	TWOMEY LINDA	7	BEAUCHAMP ST	ROCKPORT	ME	60.05
3407571903	21	VAN STEENBERG INGRID	331	COMMERCIAL ST	ROCKPORT	ME	93.20
3401088912	21	VAN STEENBERG INGRID	145	RUSSELL AVE	ROCKPORT	ME	285.85
3401205905	21	VASQUEZ MARGARET & DANIEL	11	WARRENTON ST	ROCKPORT	ME	49.00
3401138907	21	VAUGHN JAMES	45	EASTWARD	ROCKPORT	ME	38.90
3400891402	21	VAUTOUR FAITH	192	UNION ST	ROCKPORT	ME	126.25
3403699303	21	WALKER-SPENCER CHRIS	41	FOREST GLEN DR	ROCKPORT	ME	225.80
3401251212	21	WATERS JULIE	89	WARRENTON ST	ROCKPORT	ME	93.20
3401250416	21	WATERS JULIE	91	WARRENTON ST	ROCKPORT	ME	115.30
3401370505	21	WATTS STEVE	315	COMMERCIAL ST	ROCKPORT	ME	186.40
3400984807	21	WELSH JOAN	54	SEA ST	ROCKPORT	ME	230.60
3400889201	21	WENTWORTH KENNETH	215	UNION ST	ROCKPORT	ME	104.25
3407440204	21	WEST STREET LLC	85	WEST ST	ROCKPORT	ME	126.35
3400976704	21	WESTPHAL BRUCE	33	SEA ST	ROCKPORT	ME	49.00
3404174101	21	WEYMOUTH JEFFERY	4	COTTAGE LN	ROCKPORT	ME	126.35
3407621901	21	WHEATON PETER, LAUREN & MARIETA	161	WEST ST	ROCKPORT	ME	49.00
3407633501	21	WHITE BRUCE	30	CAMDEN ST	ROCKPORT	ME	495.80
3401317902	21	WHITE BRUCE	173	UNION ST	ROCKPORT	ME	863.80
3400996108	21	WHITE MALCOLM	8	SHIP ST	ROCKPORT	ME	159.50
3400916301	21	WHITE MARGARET	44	MECHANIC ST	ROCKPORT	ME	181.60
3407624201	21	WHITE MARTHA	8	MAIN ST	ROCKPORT	ME	49.00
3401093516	21	WHITNEY WINSTON	30	MAIN ST	ROCKPORT	ME	93.20
3401374802	21	WHITTINGTON J. RICHARD	85	EASTWARD	ROCKPORT	ME	60.05
3401252001	21	WIENGES ROBERT	1052	COMMERCIAL ST	ROCKPORT	ME	214.75
3401008002	21	WILDER KATRINKA	15	AMSBURY ST	ROCKPORT	ME	301.60
3401397701	21	WILDER PAULINE & OLIVER	5	PINE ST	ROCKPORT	ME	115.30
3401027702	21	WILDER THROOP	30	AMSBURY ST	ROCKPORT	ME	22.05
3401225309	21	WILLOW SHOP INC	1084	COMMERCIAL ST	ROCKPORT	ME	115.30
3401189302	21	WILSON KATIE	364	COMMERCIAL ST	ROCKPORT	ME	148.45
3407592101	21	WIRTH GREGORY	23	CLAM COVE DR	ROCKPORT	ME	93.20
3401304701	21	WOLF TUTON JOHN F. & LUCY	184	BEAUCHAMP PT RD	ROCKPORT	ME	73.50
3401391801	21	WOODWORTH REBEKAH	13	OLD COUNTY RD	ROCKPORT	ME	228.56
3403676402	21	WYMAN MARGIT	40	FOREST GLEN DR	ROCKPORT	ME	274.80

Wastewater Commitment

CUSTOMER ID		NAME	House Number	Street	City	State	30 DAY
3407566209	21	YACHTING SOLUTIONS	229	COMMERCIAL ST	ROCKPORT	ME	82.15
3407586701	21	YACHTING SOLUTIONS	229	COMMERCIAL ST	ROCKPORT	ME	336.30
3401069217	21	YOUNG TOM & MARY	165	RUSSELL AVE	ROCKPORT	ME	192.65
TOTAL							94,605.18