

Town of Wayne Selectboard

Members: Don Welsh, Trent Emery, Amy Black, Stan Davis, and Lloyd Irland

Meeting Agenda

Date: Tuesday, February 18, 2020

Time: 6:30 PM.

Place: Wayne Elementary School –Town Office

Selectboard Members Present / Quorum.

Call Meeting to Order.

We encourage everyone in attendance to read the Selectboard Bylaws.

Selectboard Meetings are working meetings between Board members and town staff.

All participants must be recognized by the Chairperson before speaking.

Pledge of Allegiance.

Conflict of Interest.

Minutes.

a. Consider approving the Special Town Meeting meeting minutes for January 21, 2020.

Manager Recommendation: Move the Board to approve the Special Town Meeting meeting minutes for January 21, 2020.

b. Consider approving the Selectboard meeting minutes for February 4, 2020.

Manager Recommendation: Move the Board to approve the Selectboard meeting minutes for February 4, 2020.

Warrants.

a. Consider approving Payroll Warrant #38.

Manager Recommendation: Move the Board to approve Payroll Warrant #38 in the amount of \$7,133.58

b. Consider approving Accounts Payable Warrant #39.

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #39 in the amount of \$48,283.72

c. Consider approving Payroll Warrant #40.

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #40 in the amount of \$_____.

d. Consider approving Payroll Warrant #41.

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #41 in the amount of \$_____.

e. Consider approving Payroll Warrant #42.

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #42 in the amount of \$_____.

f. Consider approving Accounts Payable Warrant #43.

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #43 in the amount of \$_____.

New Business.

- An Act to Return Funds to Maine Property Tax Payers
- Viles Foundation Grant Donation Request

Old Business.

- Mooring Ordinance
- State Boat Launch Update

Selectboard Goals.

- **Aging at Home**
 - Consider applying for 2020 AARP Community Challenge Grant
- **Broadband**

- **Facilities Plan**
 - Memo Re: Town Office Relocation
 - Consider Hiring an UMA Architecture student to draft as built drawings for all town owned buildings.
- **High-water Event.**
 - Memo from Lloyd Re: Information Needs concerning monitoring the level of Androscoggin Lake
 - Joint Leeds-Wayne Selectboard Meeting
- **Village Advisory Committee.**
 - MeDOT Pavement Preservation Project Update
 - CDBG Update
 - Memo to Laura Cyr, KVCOG Re: Various Topics
 - Petition to Address Concerns on Old Winthrop Road.
- **Renewable Energy Advisory Committee.**
 - LED Streetlight Conversion Data
- **Administration.**
 - Readvertised Code Enforcement Officer position

Supplements and Abatements.

Town Manager Report.

- Independent Financial Auditor (FY18-19) in progress
- Public Hearing for the Enactment of General Assistance Ordinance: Appendices (A-F and H)
- Invitation to Bid: Supplying of Heating and Motor Fuels to the Towns of Fayette, Mount Vernon, Readfield, Wayne and RSU#38
- EMA Training: MIMS/ICS 402 training
- Cybersecurity Resources

Board Member

Public Comments.

Adjourn.

The next regularly scheduled for **Tuesday February 18, 2020**, immediately after Special Town Meeting at the Wayne Elementary School – Gym.

**Town of Wayne, Maine
Select Board Meeting Minutes
Tuesday February 4, 2020
Wayne Elementary School**

Call Meeting to Order/ Selectmen Present

Don Welsh determined quorum and called meeting to order at 6:30 PM with the following members present: Amy Black, Stan Davis, Trent Emery, Lloyd Irland and Don Welsh.

Others Present: Aaron Chrostowsky, Town Manager and Cathy Cook, Town Clerk

Audience: Jay Charette, RSU #38 Superintendent of Schools, Bridget Williams, RSU #38, Finance Manager.

Meeting Minutes:

The Board approved the Selectboard meeting minutes for January 14, 2020. (Davis/Ireland) (5/0).

The Board approved the Special Town Meeting minutes for January 21, 2020. (Black/Emery) (5/0).

Warrants

- a. The Board approved Payroll Warrant #34 in the amount of \$7,133.58. (Black/Davis) (5/0).
- b. The Board approved Accounts Payable Warrant #35 in the amount of \$48,283.72. (Emery/Davis) (5/0).
- c. The Board approved Accounts Payable Warrant #36 in the amount of \$11,020.68. (Black/Emery) (5/0).
- d. The Board approved Payroll Warrant #37 in the amount of \$218,954.03. (Emery/Black) (5/0).

New Business:

- a. Jay Charette, RSU #38 Superintendent of Schools, Bridget Williams, RSU #38, Finance Manager, were invited to the meeting to discuss/update facilities bond update, lease renewal and facility use guidelines. Jay Charett stated there was approximately \$1,000,000 left from the bond which they were looking at using for more improvements. It was suggested the over-age money be returned to the towns in the RSU #38, but Mr. Charette said it was not allowed by the rules of the bond. He also stated it was at this time undecided if they would continue with the Lease Agreement, as they anticipated a need for the space which the Town uses for the town office. The Town Manager also suggested improved communications between the school and the Town.
- b. The Board approved the Letter Requesting Radar Feedback to be sent to Dennis Bruen. (Davis/Ireland) (5/0).
- c. The Board approved the Letter Requesting Site Visit at State Boat Launch to Discuss Improved Maintenance. (Irland/Davis) (5/0).

- d. The Board signed Approval of Quit Claim Deed. (Davis/Irland) (5/0).
- e. The Board approved plan to meet 1st and 3rd Tuesdays of the month, starting in March, with the second meeting having a brief agenda. (Davis/Irland) (5/0).
- f. The Board authorized the Town Manager to Post Roads. (Davis/Irland) (5/0).

Old Business:

- g. The Board approved Special Town Meeting Warrant for February 18, 2020. (Irland/Davis) (5/0).
- h. Discussion Winter Highway Maintenance Memo. Amy Black made suggestion on edits.
- i. Set-Up Notice of Public Hearing for Traffic Safety Ordinance. Tabled.

Selectboard Goals:

- j. Aging at Home Updates: None.
- k. Broadband Update. Stan Davis stated committee working on getting more information but experiencing many obstacles toward getting a grant.
- l. Facilities Plan. None.
- m. High-water Event. Lloyd Irland stated National Weather Service officials are interested in data about the Androscoggin Lake Dam and would like to come observe the Dam.
- n. Village Advisory Committee. Petition to Address Concerns on Old Winthrop Road. Tabled.
- o. Renewable Energy Advisory Committee. Stan Davis said they are studying LED street lights and possible replacement of lights to Led at Ladd Recreation Center as well.
- p. Administration. None.

Supplements and Abatements:

Executive Session: Poverty Abatement 36 MRSA § 841.

The Board moved to enter into Executive Session, Poverty Abatement 36 MRSA § 841(Davis/Irland) (5/0).

The Board moved to exit into Executive Session, Poverty Abatement 36 MRSA § 841 (Black/Irland) 5/0.

The Board denied the abatement as the resident is not in danger of foreclosure, but will Town Manager will explore if applicant needs resource such as protective and/or legal services. (Davis/Emery) (5/0)

Town Manager Report:

- a. Planning Board meeting for Timber Harvesting Ordinance change scheduled for February 4, 2020.

Board Member Reports:

- a. Don Welsh suggested a group organize for ideas for this years' bicentennial, such as having a special parade, and mock town meeting at Town House.

Public Comments: None.

Motion to Adjourn at 8:35 PM. (Black/Davis) (5/0)

The next Select Board Meeting is scheduled for Tuesday, February 18, 2020 at 6:30 p.m. at the Wayne Elementary School Gymnasium.

Recorded by:
Cathy Cook, Town Clerk

Select Board Members

Don Welsh

Trent Emery

Amy Black

Stan Davis

Lloyd Irland

Maine Office of the Treasurer

Home → Property Tax Relief Fund

Property Tax Relief Fund

An Act to Return Funds to Maine Property Tax Payers

Requires the Maine Office of the State Treasurer (OST) to provide tax relief payments of no less than \$100 to qualifying homesteads, when the Property Tax Relief Fund reaches a threshold of funding to support the payments. In 2019, this threshold will be met based on available funds divided the number of homesteads net of expenses to administer the program. To read the law in its entirety, please click [here](#).

Checks will be sent to qualified recipients beginning the week of January 6. Daily batches of approximately 20,000 checks will continue until all 310,000 payments have been made. Click [here](#) to see towns included in each of the batches and order of payments to be mailed. Please look at the official Office of the State Treasurer Facebook site for updates at <https://www.facebook.com/MaineOST/>.

What to do if there is an issue with the check you have received

If you have received a check that cannot be deposited or cashed, please contact the Office of the State Treasurer at 207-624-7477 between 8:30 am and 4:00 pm, and select option 3, or by email at propertytaxrelief@maine.gov.

Have other questions about your check?

Call the Office of the State Treasurer at 207-624-7477 between 8:30 am and 4:00 pm Monday through Friday, and select option 3, or by email at propertytaxrelief@maine.gov.

Frequently Asked Questions

Q. Is this a new program?

A. Yes, this is a program that began in 2019 and is administered by the State Treasurer. This program was established by P.L. 2019 Chapter 448, as proposed in LD 1713 "[An Act To Return Funds to Maine Property Tax Payers](#)." It is separate from previous and existing efforts to provide property tax relief such as revenue sharing, certain property tax exemptions and certain property tax credits.

Q. How is this program funded?

Q. How do I check if I will receive a payment?

A. Check your 2019 tax bill for the homestead exemption. If yes, a check will be mailed in January or February.

Q. I submitted my application after April 1, 2019. Will I receive a payment?

A. No, only properties that qualified for the exemption on or before April 1, 2019 will receive a payment.

Q. When will I receive my payment?

A. Payments will be processed and mailed in the months of January and February.

Q. Have a question that has not been answered?

A. Please contact our office at PropertyTaxRelief@Maine.gov and we will respond as quickly as possible.

Credits

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STATE OF MAINE

 IN THE YEAR OF OUR LORD

TWO THOUSAND NINETEEN

 H.P. 1223 - L.D. 1713

An Act To Return Funds to Maine Property Tax Payers

Be it enacted by the People of the State of Maine as follows:

Sec. 1. 5 MRSA §1518-A, as amended by PL 2015, c. 390, §1, is further amended to read:

§1518-A. Property Tax Relief Fund for Maine Residents

1. Property Tax Relief Fund for Maine Residents. There is created the Property Tax Relief Fund for Maine Residents, referred to in this section as "the fund," which must be used to provide property tax relief to residents of the State. The fund consists of all resources transferred to the fund under subsection 4 and section 1536 and other resources made available to the fund. The fund must be used to reduce the individual income tax rates to 4% pursuant to subsection 1-A provide relief payments to property tax payers pursuant to subsection 1-B and pay the costs of the Treasurer of State for administering relief payments under this section.

1-A. Implementation. By ~~September 1, 2016~~ November 1, 2019 and annually thereafter, the State Controller shall inform the ~~State Tax Assessor~~ Treasurer of State of the amount available in the fund for the purposes of subsection 1.

~~A. By November 1st annually, the State Tax Assessor shall calculate the amount by which the income tax rates under Title 36, section 5111, subsections 1 F, 2 F and 3 F may be reduced during the subsequent tax year using the amount available from the fund. Bracket rate reductions must be a minimum of 0.2 percentage points in the first year in which reductions are made and a minimum of 0.1 percentage points in subsequent years. If sufficient funds are not available to pay for the minimum reduction, a rate reduction may not be made until the amount in the fund is sufficient to pay for the reduction. When the amount is sufficient to pay for the reduction, the reduction must first be applied equally to each bracket under Title 36, section 5111, subsections 1 F, 2 F and 3 F until the lower bracket reaches 4%. Funds available from the fund in subsequent years must be applied to reduce the higher bracket rates until there is a single bracket with a rate of 4%, after which future tax relief may be identified.~~

annually to the State Controller the total cost of relief payments made under this section, the total costs to the Treasurer of State in administering this section and the total costs to make state payments to municipalities for costs related to relief payments pursuant to a mandate under the Constitution of Maine, Article IX, Section 21. The State Controller shall transfer those amounts from the fund to the Property Tax Relief Program, an Other Special Revenue Funds account in the Office of the Treasurer of State, to cover the cost of relief payments, the costs of the Treasurer of State in administering this section and the cost to make state payments to municipalities for costs related to relief payments pursuant to mandates under the Constitution of Maine, Article IX, Section 21.

2. Nonlapsing fund. Any unexpended balance in the Property Tax Relief Fund for Maine Residents may not lapse but must be carried forward to be used pursuant to subsection ~~1-A~~ 1-B.

~~**3. Transfer for income tax reduction.** In the fiscal years immediately following the calculation of the income tax rate reduction under subsection 1-A, paragraph A, the State Tax Assessor shall certify to the State Controller the amount of the reduction in General Fund revenue by fiscal year, and the State Controller shall transfer from the fund the amount certified for the reduction in revenue attributable to adjustments made under subsection 1-A to the General Fund unappropriated surplus.~~

4. Transfer from General Fund revenue growth. Beginning with fiscal year 2013-14 and before any other transfers from the General Fund, the State Controller shall transfer to the fund at the close of each fiscal year 40% of the amount by which General Fund budgeted revenue for that fiscal year exceeds the General Fund appropriation limitation calculated for that fiscal year under section 1534.

5. Report. Beginning March 10, 2020 and annually thereafter, the Treasurer of State shall report to the joint standing committee of the Legislature having jurisdiction over taxation matters and the joint standing committee of the Legislature having jurisdiction over appropriations and financial affairs the amount of funds in the fund, the amount of the property tax relief payment calculated pursuant to subsection 1-B, paragraph C and the number and amount of property tax relief payments distributed, if any, pursuant to subsection 1-B, paragraph D.

Sec. 2. 5 MRSA §1536, sub-§1, ¶F, as enacted by PL 2011, c. 692, §2 and affected by §3, is amended to read:

F. Twenty percent to the Property Tax Relief Fund for Maine Residents established in section 1518-A.

Sec. 3. 5 MRSA §1536, sub-§3, as amended by PL 2015, c. 267, Pt. L, §8, is further amended to read:

3. Exceptions; stabilization fund at limit. If the stabilization fund is at its limit of 18% of General Fund revenue of the immediately preceding year, then amounts that would otherwise have been transferred to the stabilization fund pursuant to subsections 1 and 2 must be transferred to the Property Tax Relief Fund for Maine Residents established in section 1518-A.



129th MAINE LEGISLATURE

LD 1713

LR 2496(03)

An Act To Return Funds to Maine Property Tax Payers

Fiscal Note for Bill as Engrossed with:

C "A" (H-620)

Committee: Taxation

Fiscal Note

State Mandate - Funded

	FY 2019-20	FY 2020-21	Projections FY 2021-22	Projections FY 2022-23
Appropriations/Allocations				
Other Special Revenue Funds	\$206,500	\$206,500	\$206,500	\$206,500

State Mandates

Required Activity

Requires the assessors to send a list of names and addresses of each property tax payer for each homestead.

Unit Affected

Municipality

Local Cost

\$20,000

The required local activities in this bill may represent a state mandate pursuant to the Constitution of Maine. If the bill does require a local unit of government to expand or modify its activities so as to necessitate additional expenditures from local revenue, the state mandate provisions of the Constitution of Maine require either: (1) General Fund appropriations be provided to fund at least 90% of any additional necessitated local costs of the mandate; or (2) a Mandate Preamble be added to the bill and two-thirds of the members of each House vote to exempt the mandate from the funding requirement. If the bill does represent a state mandate and neither one of these actions occurs, the local units of government will not be required to implement the mandated activities.

Fiscal Detail and Notes

The bill replaces the Tax Relief Fund for Maine Residents with the Property Tax Relief Fund for Maine Residents. As with the legacy Tax Relief Fund, the new Property Tax Relief Fund will be funded annually through the so-called "cascade", receiving 20% of the unappropriated surplus of the General Fund after all required deductions are made. Payments will be made to residents of the State whose residence qualifies for an exemption under the Maine homestead property tax exemption. The amount of the tax relief payment will be determined annually by dividing the total amount of funds available in the new Property Tax Relief Fund (net of administrative costs) by the number of homesteads that qualify for the Maine homestead property tax exemption. If that amount is at least \$100 per homestead, the Treasurer will mail tax relief checks to each qualifying homestead.

Updated 1.21.2020

Payment Batch #1 8-Jan	Payment Batch #2 9-Jan	Payment Batch #3 10-Jan	Payment Batch #4 13-Jan	Payment Batch #5 14-Jan	Payment Batch #6 16-Jan	Payment Batch #7 17-Jan
ABBOT	BENTON	BURNHAM	DOVER-FOXCROFT	GORHAM	JEFFERSON	MACHIAS
ACTON	BERWICK	BUXTON	DREW PLT	GRAND LAKE STREAM PLT	JONESBORO	MADAWASKA
ADDISON	BETHEL	BYRON	DURHAM	GRAY	JONESPORT	MADISON
ALBION	BIDDEFORD	CAMBRIDGE	DYER BROOK	GREAT POND	KENNEBUNK	MANCHESTER
ALEXANDER	BINGHAM	CAMDEN	EAST MACHIAS	GREENBUSH	KINGFIELD	MAPLETON
ALNA	BLAINE	CANAAN	EASTON	GREENE	KINGSBURY PLT	MARIAVILLE
ALTON	BLUE HILL	CANTON	EASTPORT	GREENWOOD	KITTERY	MARS HILL
AMHERST	BOOTHBAY	CAPE ELIZABETH	EDDINGTON	HAMLIN	LAMOINE	MASARDIS
AMITY	BOOTHBAY HARBOR	CARATUNK	EDGEComb	HAMMOND	LEBANON	MATINICUS
ANDOVER	BOWDOIN	CARROLL PLT	ELIOT	HAMPDEN	LEE	MATTAWAMKEAG
ANSON	BOWDOINHAM	CARTHAGE	ELLSWORTH	HANCOCK	LEEDS	MAXFIELD
APPLETON	BRADFORD	CASCO	ENFIELD	HANOVER	LEVANT	MECHANIC FALLS
ARROWSIC	BRADLEY	CASTINE	ERROL	HARMONY	LEWISTON	MEDFORD
ARUNDEL	BREMEN	CASTLE HILL	ETNA	HARPSWELL	LIBERTY	MEDWAY
ASHLAND	BREWER	CHAPMAN	EUSTIS	HARRINGTON	LIMERICK	MERCER
AUBURN	BRIDGEWATER	CHARLESTON	EXETER	HARRISON	LIMESTONE	MERRILL
AUGUSTA	BRIDGTON	CHEBEAGUE ISLAND	FALMOUTH	HARTFORD	LIMINGTON	MEXICO
AURORA	BRIGHTON PLT	CHELSEA	FARMINGDALE	HARTLAND	LINCOLN PLT	MILFORD
AVON	BRISTOL	CHERRYFIELD	FARMINGTON	HAYNESVILLE	LINCOLNVILLE	MILLINOCKET
BAILEYVILLE	BROOKS	CHESTERVILLE	FAYETTE	HEBRON	LIVERMORE	MILO
BALDWIN	BROOKSVILLE	CHINA	FORT FAIRFIELD	HERMON	LIVERMORE FALLS	MONMOUTH
BANGOR	BROWNFIELD	CLINTON	FORT KENT	HIRAM	LONG ISLAND	MONROE
BAR HARBOR	BRUNSWICK	COLUMBIA FALLS	FRANKLIN	HODGDON	LOVELL	MONSON
BARING PLT	BUCKFIELD	COOPER	FREEDOM	HOLDEN	LOWELL	MONTVILLE
BEALS	BUCKSPORT	CORINNA	FREEPORT	HOPE	LUBEC	MOOSE RIVER
BEAVER COVE		CORNVILLE	FRENCHBORO	HOULTON	LUDLOW	MORRILL
BEDDINGTON		CRANBERRY ISLES	FRENCHVILLE	HOWLAND	LYMAN	MOSCOW
BELFAST		CRYSTAL	FRIENDSHIP	INDUSTRY		MOUNT DESERT
BELMONT		CUMBERLAND	FRYEURG	ISLAND FALLS		NAPLES
		CUSHING	GARDINER	ISLESBORO		NASHVILLE PLT
		CYR PLT	GARFIELD PLT	JACKMAN		NEW CANADA
		DAMARISCOTTA	GILEAD	JACKSON		NEW GLOUCESTER
		DANFORTH	GLENBURN	JAY		NEW LIMERICK
		DAYTON				NEW PORTLAND
		DEBLOIS				NEW SHARON
		DEDHAM				NEW SWEDEN
		DEER ISLE				NEWBURGH
		DENMARK				NEWPORT
		DETROIT				NEWRY
		DEXTER				NOBLEBORO
		DIXFIELD				NORRIDGEWOCK
		DIXMONT				NORTH BERWICK
						NORTH HAVEN
						NORTH YARMOUTH
						NORTHFIELD
						NORTHPORT
						NORWAY

Payment Batch #14	Payment Batch #15	Payment Batch #16	Payment Batch #17	Payment Batch #18	Payment Batch #19	Payment Batch #20
29-Jan	30-Jan	31-Jan	3-Feb	4-Feb	5-Feb	6-Feb
WALES	WESTBROOK	WINSLOW	ALLAGASH	FRANKFORT	LITCHFIELD	POWNAI
WALTHAM	WESTFIELD	WINTER HARBOR	ATHENS	FRYE ISLAND	LITTLETON	PROSPECT
WASHBURN	WESTMANLAND	WINTERPORT	BATH	GARLAND	LUBEC	RANGELEY
WASHINGTON	WESTON	WINTERVILLE PLT	BROOKLIN	GEORGETOWN	MACHIASPORT	READFIELD
WATERBORO	WHITNEYVILLE	WINTHROP	BURLINGTON	GOULDSBORO	MACWAHOC PLT	ROBBINSTON
WATERFORD	WILLIMANTIC	WISCASSET	CALAIS	GRAND ISLE	MEDDYBEMPS	ROME
WATERVILLE	WILTON	WOODLAND	CARIBOU	GREENVILLE	MILBRIDGE	SAINT AGATHA
WEBSTER PLT	WINDHAM	WOODSTOCK	CARMEL	HALLOWELL	MINOT	SANDY RIVER PLT
WELD	WINDSOR	WOOLWICH	CARRABASSETT VALLEY	HERSEY	MONHEGAN PLT	SEARSMONT
WELLINGTON	WINN	YARMOUTH	CASWELL	HOLLIS	MONTICELLO	SOUTH BERWICK
WELLS		YORK	CHARLOTTE	HUDSON	MORO PLT	SOUTH BRISTOL
WESLEY			CHESTER	ISLE AU HAUT	MOUNT CHASE	STETSON
WEST BATH			CLIFTON	KENDUSKEAG	MOUNT VERNON	STEBEN
WEST FORKS PLT			COPLIN PLT	KENNEBUNKPORT	NEW VINEYARD	THOMASTON
WEST GARDINER			CORINTH	KNOX	NEWCASTLE	TRENTON
WEST PARIS			CRAWFORD	LAKE VIEW PLT	NEWFIELD	VANCEBORO
			DALLAS PLT	LAKEVILLE	OAKFIELD	WALDO
			DENNISTOWN PLT	LINCOLN	OLD TOWN	WALLAGRASS
			DENNYSVILLE	LINNEUS	OWLS HEAD	WARREN
			DRESDEN	LISBON	PARSONSFIELD	WESTPORT ISLAND
			EAGLE LAKE		PATTEN	WHITEFIELD
			EAST MILLINOCKET		PHIPPSBURG	WOODVILLE
			EASTBROOK		PITTSFIELD	
			EDINBURG		POLAND	
			EMBDEN			
			FAIRFIELD			

Maine Revenue Services

[Home](#) → [Tax Divisions](#) → [Property Tax](#) → Property Tax Exemptions

Property Tax Exemptions

Certain classes of property are tax exempt by law.

Fully exempt property tax may include real estate or personal property owned by governmental entities, school systems, and other institutions.

Partially exempt property tax relates to the following categories:

Homestead Exemption - This program provides a measure of property tax relief for certain individuals that have owned homestead property in Maine for at least 12 months and make the property they occupy on April 1 their permanent residence. Property owners would receive an exemption of \$20,000.

- [Homestead Exemption Application \(.../forms/property/apps/homesteadapp.pdf\)](#)
- [Homestead Exemption FAQs \(.../faq/homestead_faq.html\)](#)

Veteran Exemption - A veteran who served during a recognized war period and is 62 years or older; or, is receiving 100% disability as a Veteran; or, became 100% disabled while serving, is eligible for \$6,000.

- [Veteran Exemption Application \(.../forms/property/apps/veteranapp.pdf\)](#)
- [Flowchart of Veteran's Exemption Qualifications \(vetflowchart.pdf\)](#)

Paraplegic Veteran - A veteran who received a federal grant for a specially adapted housing unit may receive \$50,000.

- [Veteran Exemption Application \(.../forms/property/apps/veteranapp.pdf\)](#)

Blind Exemption - An individual who is determined to be legally blind receives \$4,000.

- [Blind Exemption Application \(.../forms/property/apps/blindapp.pdf\)](#)

Business Equipment Tax Exemption - [36 M.R.S. §§ 691 - 700-B](#)
(<http://www.mainelegislature.org/legis/statutes/36/title36ch105sec0.html>).

- [More Information \(.../propertytaxbenefits/bete.htm\)](#)

Partial exemptions must be adjusted by the municipality's certified assessment ratio.

All of the above exemptions require completion of an application to the local town office where the property is located. Exemption claims may require additional information to support the claim for exemption, and must be delivered to the Assessor's office no later than April 1.

For more information see [36 M.R.S. §§ 651 - 684](#)
(<http://www.mainelegislature.org/legis/statutes/36/title36ch105sec0.html>).



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APPLICATION FOR MAINE HOMESTEAD PROPERTY TAX EXEMPTION

36 M.R.S. §§ 681-689

Completed forms must be filed with your local assessor by April 1. Forms filed after April 1 of any year will apply to the subsequent year tax assessment. See reverse for instructions.

SECTION 1: CHECK ALL THAT APPLY

- 1a. I am a permanent resident of the State of Maine.
- b. I have owned a homestead in Maine for the past 12 months.
 - (1) If you owned a homestead in another municipality within the past 12 months, enter the address (street number, street name, municipality): _____
- c. I declare the homestead in this municipality is my permanent residence and I am not claiming or receiving a homestead property tax exemption for any other property.
 - (Summer camps, vacation homes, and second residences do not qualify)

IF YOU HAVE NOT CHECKED ALL THREE BOXES, STOP HERE
You do not qualify for a Maine homestead property tax exemption

SECTION 2: DEMOGRAPHIC INFORMATION

- 2a. Names of all property owners (names on your tax bill): _____
- b. Physical location of your homestead (i.e. 14 Maple St.): _____
 City/Town: _____ Telephone #: _____
- c. Mailing Address, if different from above: _____
 City/Town: _____ State: _____ ZIP: _____
 Email: _____

SECTION 3: MAINE RESIDENCY IS BASED ON ONE OR MORE OF THE FOLLOWING (check all that apply):

- 3a. I file a Maine resident income tax return.
- b. The address on my driver's license is the same as the above address in Section 2.
- c. The legal residence on my resident fishing and/or hunting license is the same as the above homestead location on line 2b.
- d. I pay motor vehicle excise tax in this municipality.
- e. I am a registered voter in this municipality.

(If you did not check any boxes, please attach an explanation that shows your residency.)

I hereby declare, aware of penalties for perjury, that the answers to the above are, to the best of my knowledge and belief, true, correct and complete. A person who knowingly files false information for the purpose of obtaining a homestead property tax exemption is guilty of a criminal offense.

Signature of Homestead Owner(s) _____ Date: _____

_____ Date: _____

[Maine Revenue Services](#)

[Home](#) → [Frequently Asked Questions](#) → Homestead Exemption FAQs

Homestead Exemption FAQs

1. What is the homestead exemption?

The homestead exemption provides a reduction of up to \$20,000 (\$15,000 for 2016 and \$10,000 for years prior to 2016) in the value of your home for property tax purposes. To qualify, you must be a permanent resident of Maine, the home must be your permanent residence, you must have owned a home in Maine for the twelve months prior to applying and an application must be filed on or before April 1 with the municipality where the property is located. The exemption applies to any residential property that is assessed as real property. For instance, a mobile home located on a rented lot may qualify for the exemption. You can download the application at www.maine.gov/revenue/forms/property/apps/homesteadapp.pdf (<http://www.maine.gov/revenue/forms/property/apps/homesteadapp.pdf>).

1/13/17

2. Am I a permanent resident?

A permanent resident is an individual who has a true, fixed, and permanent home to which the individual, whenever absent, has the intention of returning. You may have only one permanent residence at a time and, once a permanent residence is established, that residence is presumed to continue until circumstances indicate otherwise. For more information, see [36 M.R.S. § 682](http://www.mainelegislature.org/legis/statutes/36/title36sec682.html) (<http://www.mainelegislature.org/legis/statutes/36/title36sec682.html>).

1/13/17

3. How do I apply for the homestead exemption?

The homestead exemption application is available at most municipalities or you may download the application at www.maine.gov/revenue/forms/property/apps/homesteadapp.pdf (<http://www.maine.gov/revenue/forms/property/apps/homesteadapp.pdf>). The completed application must be submitted to the municipality where you reside. If your home has more than one owner, only one signature is required. Forms filed after April 1 of any year will apply to the next year's tax assessment.

1/13/17

4. Do I have to apply for the exemption each year?

No. Once the exemption has been approved, it will remain in effect as long as your ownership and residency status remain unchanged.

1/13/17

5. Can I have more than one exemption?

Credits

Copyright © 2018
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Division List

- [Income/Estate Tax](#)
- [Office of Tax Policy](#)
- [Property Tax](#)
- [Sales/Use & Service Provider Tax](#)
- [Compliance](#)

Individual Tax Types

[Estate Tax](#)

[Fiduciary Income Tax](#)

[Individual Income Tax](#)

[Real Estate Withholding](#)

Business Tax Types

[Corporate Income Tax](#)

[Employer Withholding](#)

[Pass-through Entity Withholding](#)

[Franchise Tax](#)

[Composite Returns](#)

[Fuel Tax](#)

[Sales/Use & Service Provider Tax](#)

[Other Taxes](#)

Support

- [Help](#)
- [Accessibility](#)
- [Policies](#)
- [Privacy Policy](#)

Other

Viles Foundation Grant

Work with Town/ Library Archival Committee and Maine State Library to digitizing important town documents (ie Town Reports, other historical documents).

Hire an individual to scan each document and post on

<https://digitalmaine.com/wayne/>.

Proposed Grant Funded Budget

Archiver

Wages:	\$4,800
Med/ Fica:	<u>\$367.20</u>
	\$5,167.20

Pay Archiver \$15/ hour

Budget includes approximately - 320 hours

Distributions have been completed for 2019.

2020 applications may be submitted starting April 1st with a deadline (postmarked) by May 1st. The Board of Directors meets in July to review requests for donations and grants. Organizations will be notified of the Boards' decision by the end of July. Organizations receiving a grant are expected to submit a one page status report to the Foundation by January 31st of the following year.

All donation and grant requests must be mailed to the following address:

Elsie & William Viles Foundation
PO Box 319
Augusta, ME 04332-0319

GRANT REQUESTS

(greater than \$2500 and less than \$25,000)

To apply for a grant, greater than \$2500 and less than \$25,000, applicants must submit a cover letter signed by either the organization's Executive Director, President, CEO or Board President plus a copy of a brief proposal and summary sheet. Proposals must include the following information:

Project Proposal Narrative (two pages maximum)

Project or purpose for which grant funding is sought.
How the proposed project complements the mission and activities of organization.
Goals (quantitative and qualitative) to be achieved by project.
Specific timetable of activities for attaining stated goals.

Project Budget

Itemized project expenses.
Indicate which project expenses will be covered by the Foundation.

Required Attachments

Current Board approved organizations operating budget.
List of board of directors, officers or trustees and their affiliations.
IRS 501 (c)(3) Determination letter.
IRS Form 990 - required on requests greater than \$15,000.
Latest audited financial statement or equivalent as required by law.

To apply for the grant request, you must fill out the Request for Grant application and mail 4 copies of completed application and 1 copy of the required attachments to our foundation.

[Request for Grant Application Form](#)

DONATION REQUESTS

(less than \$2500)

To apply for a donation less than \$2500 you must fill out the Request for Donation application and mail 4 copies of the application and 1 copy of the IRS 501 (c)(3) IRS Determination letter to our foundation.

[Request for Donation Application Form](#)

ELSIE & WILLIAM VILES FOUNDATION APPLICATION

Application for Donation (Requesting less than \$2500.00)

Name of Organization: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Tax ID#: _____ Public 501(c)(3) Yes No

Organization website: _____

Description of Organization:

CONTACT INFORMATION

Name: _____

Phone: _____ Email: _____

DONATION REQUEST

Amount requested: _____

Purpose for request: Please attach a brief narrative (1 page) including mission statement, use of funds and who benefits:

SEND 4 COPIES of APPLICATION AND 1 COPY OF PUBLIC 501(C)(3) DETERMINATION LETTER TO:

Elsie & William Viles Foundation

PO Box 319, Augusta, Maine 04332-0319

ELSIE & WILLIAM VILES FOUNDATION APPLICATION

APPLICATION FOR GRANT (Requesting >\$2500.00 and <\$25,000.00) Please print or type

Name of Organization _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Title: _____ Tax ID

#: _____ Phone: _____ Email: _____

Total Number of Board Members: _____ Total Number of Volunteers: _____

Total Annual Organization Budget: _____ Fiscal Year End _____

Is entity a national organization Y or N Public 501(c)(3) Y or N

Project Proposal Narrative Complete the following fields or attach a narrative no more than 2 pages

Brief Summary of the Proposal:

Description of specific request, including goals and objectives:

Brief Summary of Organization's Mission:

Additional Information about the organization's overall programs and project or capital support requested:

Specific activities and timetable for meeting your stated objectives:

Amount Requested

Amount requested: _____ (>\$2500.00 and <\$25,000.00)

Use of Funds: Operating Project Capital Other

Send 4 copies of completed application and 1 copy of required material to: Elsie & William Viles Foundation, PO Box 319, Augusta, Me 04332-0319

**Town of Wayne
Mooring Ordinance**

SECTION I. PURPOSE.

The purpose of this Ordinance is to regulate the placement of moorings on lakes and ponds in Wayne. Pursuant to Title 38 M.R.S. sec. 7 the Town is entitled to enact ordinances to regulate the placement of moorings and other activities in its lakes and ponds and this Ordinance is pursuant to this statute. By doing so the Town expressly declines to adopt any other provisions of Title 38 M.R.S. secs. 1-6.

SECTION II. MOORINGS

All moorings shall be placed in a way that does not impede passage of other boats. In areas where there are multiple moorings all moorings shall be placed a reasonable distance apart such that other boats can pass, allowing for a 20' navigable channel, and a reasonable distance apart so as not to come into contact with other moored boats.

SECTION III. ENFORCEMENT

The Board of Selectmen may appoint a representative to be responsible for enforcing this Ordinance through the administration of a ticket system. Violations of the Ordinance shall incur a fine of \$25 for a first offense, \$50 for a second offense, and \$100 for a third offense and each offense thereafter. Appearances in court may be waived by payment within 10 days to the Wayne Treasurer.

SECTION IV. AMENDMENTS

This Ordinance may be amended by the Board of Selectmen at any properly noticed meeting.

SECTION V. EFFECTIVE DATE

This Ordinance shall take effect upon its passage.

Adopted by the Board of Selectmen of the Town of Wayne, Maine this _____ day of _____, 20____.

State Boat Launch Update

Brush

I spoke with the Department of Agriculture, Conservation and Forestry today. We contract with them for the maintenance at the Androscoggin Lake site. They've been cutting back the brush at the site the last couple of years but apparently it grows quite quickly. I've asked them to push things back a little more than normal this spring to try to open things up a bit.

As we discussed, I stopped by the launch today to look at the brush issue. We can remove some of the small brush along the entrance to the ramp as long as we're not talking about any tree removal. We also want to be careful not to do anything that would impact the stormwater catchment. Even with that I think larger boats are still likely to have an issue, the footprint of what we own is tight and these older sites weren't designed for longer rigs with larger boats. I'll touch base with my engineering crew to see if this is something they can do this spring.

Lines Painted

We worked on getting the lines painted last fall but had an issue with the contractor. Our plan has been to find a new contractor this spring.

Erosion Issue

As for the erosion issue, I'll take a look again this spring.

**AARP Community Challenge Grant
Possible Grant Funded Projects**

- **Paved walkway to footbridge from Bridge Street and Memorial Park Lane Parking lot**
- **Safe ADA landing for cross walk to Bellafonda House**
- **New Crosswalk signage**
- **More park seating at farmers market**



Grants to make communities livable for people of all ages
aarp.org/CommunityChallenge

ATTACHMENT A: APPLICATION

AARP Community Challenge 2020

Grants to make communities more livable for people of all ages

SAMPLE APPLICATION AND BUDGET OUTLINE

All applications must be submitted through the online application at www.aarp.org/communitychallenge by April 1, 2020, 11:59 p.m. ET

NOTE: All fields must be filled out completely in order for the application to be accepted. Please use "n/a" for "not applicable" where appropriate.

BASIC INFORMATION

1. Name of Applicant Organization: _____

2. Amount of this Grant Request: _____

NOTE: AARP reserves the right to award less funds than requested, so applicants should be prepared to discuss how they would scale down their proposals **if asked**.

3. Organization Profile (for non-governmental organizations only, governmental organizations enter n/a).

Brief history of the organization: _____

Has this organization been involved in work to make this a more livable community? If yes, briefly describe and include the issues. _____

4. Organization Address:

Address: _____

City: _____ State: _____ Zip: _____

- Trust for Public Land
- Other
- A local event or newsletter
- Word of mouth in the community
- Social Media
- Other

POINTS OF CONTACT

10. Grant Application Contact:

Name: _____

Title: _____

Address: _____

Phone: _____ Email: _____

11. Project Implementation/Execution Point of Contact (if different from #10):

Name: _____

Title: _____

Address: _____

Phone: _____ Email: _____

COMMUNITY DETAILS

12. Name of Municipality Where Project Will Be Physically Located/Delivered:

13. Approximate Address Where this Project Will Be Delivered:

NOTE: This information is for AARP’s analysis purposes only and will not be used in award information, etc.

Address: _____

City: _____ State: _____ Zip: _____

14. Approximate population for the city/town/area where this project will be delivered:

NOTE: Please do not enter population ranges.

17. Project Livability Improvement Statement:

Please specify in 350 characters or less the social impact this grant will bring to the community, especially to individuals aged 50-plus.

For example: This grant will improve (COMMUNITY X) by enhancing public safety through improving the walkability of the area for older residents and all individuals by adding traffic calming elements.

Please see additional examples in Attachment D.

18. Project Category:

Please select the category below that best describes your project, along with the *primary* corresponding sub-category.

- Create vibrant public places** in the community through permanent or temporary solutions that improve open spaces, parks and access to other amenities.
- Public space activation (e.g., public plaza improvements, parklets, street trees, alleyway activation, seating and games in public spaces, seating along Main Street corridors, signage in neighborhoods)
 - Public art installations that make a space more inviting (e.g. murals and sculptures that are connected to a broader plan for the public space)
 - Park enhancements (e.g., park equipment improvements, new structures, dog parks)
 - Playgrounds (e.g., intergenerational play spaces)
 - Community gardens (e.g., building accessible community garden beds)
 - Activities to engage people in vibrant public places (e.g., open streets events)
 - Accessibility of amenities (e.g., increasing accessibility features of park equipment)
 - Public safety interventions (e.g., proper lighting, landscaping, block revitalization/maintenance)
 - Other (please only select if your project does not fit into one of the above categories and please describe in detail)
-
- Deliver a range of transportation and mobility options** through permanent or temporary solutions that increase connectivity, walkability, bikeability and access to public and private transit and safety.
- Roadway/sidewalks/crosswalk improvement and beautification (e.g., markings for crosswalks, traffic calming pop-ups at intersections)
 - Micro-mobility enhancements/management (e.g., parking and training on scooters, e-bikes, etc.)
 - Bikeability (e.g., bike sharing options, temporary bike lanes)
 - Expansion and enhancement of existing transportation options (e.g., adding volunteer-led transportation programs, enhanced coordination of existing transportation resources)

- Demonstrate the tangible value of “Smart Cities”** by developing and implementing innovative programs that involve residents in accessing, understanding and using data to engage in decision-making that increases quality of life for all.
 - Tools and programming to capture data and resident feedback
 - Activities that highlight the use of data to improve decision-making in local government
 - Other (please only select if your project does not fit into one of the above categories and please describe in detail)
-

- Other**
 - Connectivity improvements, including broadband access.
 - Activities that increase access to healthcare services
 - Activities that support family caregivers
 - Activities to support entrepreneurship and economic development
 - Other (please only select if your project does not fit into one of the above categories and please describe in detail)

19. Project Deliverables:

Please specify the individual deliverables. Provide as much detail as you can about any **physical structures** (such as benches, lighting, signage, etc.), **dates, addresses** and **communications** within 300 characters for each deliverable. See examples in Attachment D.

Deliverable 1: _____

Deliverable 2: _____

Deliverable 3: _____

Deliverable 4: _____

Deliverable 5: _____

Add more as necessary

For example:

- I. Provide suitable lighting in the public space located at (ADDRESS) between Street X and Street Y.
- II. Commission and install ten (10) structures with LED lighting at (ADDRESS) with custom side panels.
- III. Install four (4) benches at (ADDRESS).
- IV. Install signage at (ADDRESS)
- V. Conduct outreach to the community through local media and social platforms owned by the City, Main Street Organization and the Chamber of Commerce and will include at least three (3) published communications promoting the public space improvements.

23. Role of Volunteers. Please describe how residents and local organizations been engaged in the area’s livable communities activities to date. How will you engage the community and involve older adults in the process as you execute this grant?

a. Do you anticipate volunteers age 50 and older playing a role in the implementation of the Community Challenge project?

Yes

No

b. Please describe the role that volunteers (particularly those 50+) will play in implementing the Community Challenge project.

24. Multicultural Population. If the primary beneficiaries of this project are from a multicultural population, please select the one or two populations who are primarily served below (Please note: This does not carry weight in the scoring criteria).

African American/Black

Hispanic/Latino

Asian American Pacific Islander

Native American

LGBT

Other, please describe: _____

25. Metrics. Fill in the table with the estimated metrics you will be able to capture over the course of this grant activity and beyond, and include goals for each metric. *For example: number of people served, number of certifications issued, structures achieving ADA-compliance, etc.*

Metric	Goal
<i>Example: Number of People Served</i>	<i>Example: 50 Individuals Served</i>
(text)	

29. Other Funding: AARP might be contacted by other potential funders that could be interested in funding projects that were not granted through the AARP Community Challenge. The potential funders may have additional process steps and funding requirements than those of the AARP Community Challenge. If requested, AARP would like to send your contact information, organization name and a short description of your proposal, including the community where the project would take place (“Project Information”). Please note that these projects will be subject to any potential funder’s own terms, conditions and review. Please indicate in your application whether or not you give permission to AARP to share your contact information and a description of your proposal. If you select “yes,” you agree on behalf of yourself and your organization to release AARP from all liability associated with sharing the Project Information with potential funders. We will alert you before this information is given to potential funders. **Do you give AARP permission to share this information with other organizations that might be interested in funding your project?**

YES

NO

An Opportunity for Other Possible AARP Funding: Please note that by submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

NOTIFICATION

Successful applicants will be notified by email. In order to receive funding, selected applicants must execute and return a binding Memorandum of Understanding and completed financial forms to the AARP National office to communitychallenge@aarp.org by 11:59 p.m. June 29, 2020. Noncompliance with this time period may result in disqualification.

To: Selectboard
From: Aaron Chrostowsky, Town Manager
Re: Town Office Relocation

As you recall, due to the school enrollment growth, we might have to relocate Town Office.

Several Options

Short-term

- **North Wayne Building (old Town Office)**

We could temporary relocate town office with limited changes in the short term.
However, we will need to fix structural floor issues and re-install plumbing fixtures for bathroom even for temporary relocation

Possible major reconstruction costs for short term and longer term use. However, not a desirable location for long-term town office due to building size, lack of meeting space and parking.

I am working with George Bardaglio to generate an estimate and scope of work for suggested changes to building.

- **North Wayne Fire Station**

Temporary relocation with limited changes.
Possible light construction to secure records and work stations.
Not compatible location at this site.

- **Ladd Recreation Center**

Temporary relocation with limited changes.
Possible light construction to secure records and work stations.
Not compatible location at this site.

- **Rental space in town**

- Bob Diamond Storage Building
- Tubbys Ice Cream
- Bellafonda House

I have made no inquiries as of yet.

- **Rental space out of town (Winthrop/ Readfield)**

Long-range:

I am not recommending any option at this point until further analysis. I strongly recommend, the Town engage in an architect to conduct facilities needs assessment/ alternative analysis.

Option A.

- Acquire land build new central consolidated fire station
- Build new Town Office at Main Street Fire Station (share parking utilities with Williams House)

Option B.

- Acquire land build new central consolidated fire station
- Relocate Town Office to North Wayne Fire Station with significant renovations
- Main Street Fire Station create public parking and restroom facilities with sidewalk access to village network

Option C.

- Acquire land build new shared town office (separate spaces) and central consolidated fire station
- Sell North Wayne Fire Station
- Main Street Fire Station create public parking and restroom facilities with sidewalk access to village network

Option D.

- Construct new Town Office at Ladd Recreation Center with Shared Parking

Recommendation:

I recommend that we create a small team to evaluate short term options

Suggested members Don Welsh, Jim Perkins, George Bardaglio, Dallas Folk, Fred Duplisea

Town Office Needs:

Town Office (secure/ limited access)

- Customer Service Counter (2 workstations)
- Tax Collector workstation
- Town Clerk workstation
- Code Enforcement Office workstation
- Assessor Agent workstation
- Treasurer/ Bookkeeper workstation
- Town Manager workstation (Office)
- Vault Space/ Record Storage

Public Space

- Meeting Room (12 committee + at least 10 guests)
- Restroom (ADA accessible)
- Parking (approximately 25 spaces)

Mechanical Room

Bulky Storage (tools, cones, election equipment, records)



Possible Project or Employment Listing

Contact Name:

Date of Listing:

Firm Name:

Phone:

Email:

How would you prefer to be contacted?

Project Description (100 words or less):

Start date for project or employment:

Application materials desired:

Is this a paid position?

If yes, what the pay scale?

Andro Lake level -- Town of Wayne

Information Needs concerning monitoring the level of Androscoggin Lake

LCI Feb 13

On Tuesday morning Feb 11, Thomas Hawley of NWS, who works with the River Flow Advisory Committee, visited us in Wayne, along with Derill Cowing, a retired USGS hydrologist with extensive national experience. He worked on flood maps for this area. We discussed these issues, viewed the Village Dam, and also the marker at the Yacht Club for the 1987 flood. I let them know that Wayne is preparing to seek engineering services for advice on a number of issues at the Leeds PCF itself.

We have an Emergency Management responsibility to assist in warning property owners on Androscoggin Lake. The River Flow Advisory Committee meets on March 5 to prepare a general outlook based on current snow conditions. Then, as conditions change, the National Weather Service issues and updates warnings as needed for flood peaks on the River, but not on the lakes. Flood peak levels and timings depend heavily on rain and temperature developments that cannot always be accurately foreseen five days in advance.

There should be no need for a separate expert forecast of the lake level. Once we can compare rough estimates of past lake levels with known peaks on the River, that will give reasonable guesstimates of possible peaks on the lake, by Kentucky windage” estimates from the River. The time lag between peaks on the river will reach the outlet of the Delta would be short, less than a day.

The underlying records of the detailed flooding studies for FEMA can be obtained and may contain information useful to us. These surely reside somewhere in the federal records system.

If the Town and Lake Associations follow websites carrying this information, they will be able to then relay such information as seems wise to members and place it on websites and Facebook pages. Androscoggin County EMA already puts photos of lake levels taken by property owners on its website,

but this does not equate to a useful warning of what's likely to be coming. Ongoing education is needed and will be done. Memories of bad floods fade fast.

They did offer an informal opinion, based on viewing the dam, that there is simply nothing that can be done at the Village Dam that could noticeably affect the level of Androscoggin Lake at any season.

Specific Information Requested by Town of Wayne

Best **websites** for monitoring ongoing forecasts during potential high water events

Informal advice based on comparing fragmentary records of past lake level peaks to river peaks as to timing and level. Determine if unpublished **FEMA studies** can yield any insight.

Best form and location for a **staff gage** to monitor Andro Lake Level. (they suggest installing it at summer low water level). Nick Stasulis of USGS should be consulted. He is familiar with our situation.

It would be helpful if we could locate records of the time when Leeds watched a staff gage; I believe it was on the RR bridge. That would help the experts compare times of past flood peaks on the river with when those peaks reach the Lake. We will consult them on this ourselves.

Further Thoughts:

It is agreed that a webcam at the Dam would be useful for several reasons, if it proves feasible.

The flow recorder that was abandoned at the Dam by Bates College should be serviceable; a useful project someday might be to put it back in use. We know how to find out. But it is not critical to our immediate problem.

I do think a bit of thought might be useful on what could be done – beyond warnings—if an overtopping of the Village Dam appears likely. The dam was overtopped once before by the Lake; this probably would not damage the dam, as lake levels recede slowly after the peak floods. A freak event from upstream could overtop the dam. Not sure that has ever occurred. Came uncomfortably close once.

We need to understand better how the adjustable gate at the left side of the dam works and what its maximum capacity is. Its presence implies the existence of some rating curve. Don't know if that can be retrieved from Bates or if our engineering reports have one.

A staff gage just below the dam is worth installing so we can watch the level there ourselves; it would be a rough proxy for the Lake much of the time. (this would not supplant the need for one that could be observed in Leeds). A suitable gage can be purchased – USGS can let us know where to go.

Town of Wayne

P.O. Box 400; 48 Pond Road

Wayne, ME 04284

Phone: (207) 685-4983 Fax: (207) 685-3836

<http://www.waynemaine.org>

Joint Leeds-Wayne Selectboards Meeting Agenda

Leeds: Jan Wiegman, Dwight Buckley, David Barker

Wayne: Don Welsh, Trent Emery, Amy Black, Stan Davis, and Lloyd Irland

Date: Wednesday, March 4, 2020

Time: 7:00 PM.

Place: Leeds Town Office, 8 Community Drive, Leeds, ME 04263

Spring High Water Event

- Ways to better coordinate communication to property owners along lake during high water event. Develop a communication plan...
- Ways to educate property owners of how to deal with high water event.

Dead River PCF

- Proposed modifications to infrastructure – i.e. trash racks, causeway, staff gauge, and camera. Cost estimate for alternatives, design, planning (Wright-Pierce)

Shared regulation of lake

- Look for ways to improve zoning along Lake Androscoggin and Dead River to protect water quality of lake.

Sharing of services

- Code Enforcement Officer
- Other items?

Joint Purchasing

- Heating Oil
- Other items?

Wayne Town Manager

From: Senk, Julie <Julie.Senk@maine.gov>
Sent: Friday, February 14, 2020 12:14 PM
To: townmanager@waynemaine.org
Subject: RE: Wayne (MaineDOT WIN 23879.00) Pavement Preservation
Attachments: Wayne 23789.00 Survey Report.doc; Wayne 23789.00 Map.pdf; Wayne 23789.00 MHPC Concur NRE & RMI 12.20.19.pdf; Wayne 23789.00 MHPC Final NRE 2.6.2020.pdf; Wayne 23789.00 Aerial.pdf

To whom it may concern,

As stated in the email sent to you below, the Maine Department of Transportation is planning pavement preservation, including sidewalk improvements, beginning at Old Winthrop Road and extending northerly 3.16 miles to Wayne - Livermore Falls town line. Section 106 of the National Historic Preservation Act of 1966 (NHPA) requires federal agencies to consider the effects on historic properties of projects they carry out or fund. Section 106 gives interested parties and the public the chance to weigh in on these matters before a final decision is made. Under Section 106 of the National Historic Preservation Act of 1966, the town is considered a consulting party and will receive National Register eligibility and the determination of effects on historic properties within the project area for review and comment. Click [here](#) for more information on the Section 106 process.

Through consultation with the Maine Historic Preservation Commission, it was determined that four properties in the project area are contributing resources to the National Register-eligible Wayne Historic District. Outside of the standard pavement preservation, the proposed action would also construct new sidewalk and curb at three locations within the historic district and would consist of bituminous material to match the existing sidewalk and curb. This action would not significantly alter the historic district's aspects of integrity, as the proposed work would utilize existing materials and would connect existing pedestrian facilities. Therefore it is MaineDOT's determination that this project will have no adverse effect on the historic properties.

I have attached the architectural survey report, corresponding map, memos from MHPC, and an aerial of proposed work – all of which provide more information on the above mentioned resources – for your convenience. Please let me know if you have any questions or comments, as I'm happy to provide more information as needed.

Best,

Julie Senk
Historic Coordinator
MaineDOT Environmental Office
Julie.Senk@maine.gov

From: Senk, Julie
Sent: Friday, October 04, 2019 10:47 AM
To: townmanager@waynemaine.org
Subject: Wayne (MaineDOT WIN 23879.00) Pavement Preservation

Subject: Wayne – MaineDOT WIN 23789.00 – Pavement Preservation

The Maine Department of Transportation is planning pavement preservation, including sidewalk improvements, beginning at Old Winthrop Road and extending northerly 3.16 miles to Wayne - Livermore Falls town line. A location map of the area is attached.

The Department of Transportation in accordance with Section 106 of the National Historic Preservation Act is seeking information from consulting parties that would likely have information/knowledge of or concerns with historic properties adjacent to the project limits shown on the attached map.

Under Section 106, the town is considered a consulting party and will receive National Register Eligibility and the Determination of Effects on historic properties within the project area for review and comment. If the town knows of any party or person interested in becoming a Section 106 consulting party for review of effects on historic properties, please have them fill out and return the attached Consulting Party Request Form.

If you have any information, comments or concerns in regards to **historic properties**, please contact me at Julie.Senk@maine.gov or at 16 State House Station, Environmental Office, Augusta Maine 04333.

This letter is intended to obtain information and concerns regarding historic properties. If you have any questions or concerns about the project, please contact the Project Manager, Douglas Coombs at Douglas.Coombs@maine.gov.

Thank you for your time.

Best,

Julie Senk
Historic Coordinator
MaineDOT Environmental Office
Julie.Senk@maine.gov

**Architectural Survey Report
MaineDOT
Mill and Fill with Guardrail
Replacement and New Curbing
Wayne, Maine
WIN 23789.00**

Erin Ware
Kleinfelder
16 Commerce Drive, Suite 2, Augusta,
Maine 04330
eware@kleinfelder.com
(207)626-4919

Prepared for: *Sponsoring agency or entity*
Maine Department of Transportation, Augusta, Maine

Dates: *Provide the dates from when the project was started up through when the report was written and/or revised and submitted.*
September 25, 2019 – November 5, 2019

Level: *Reconnaissance or Intensive*
Reconnaissance

Name of surveyors: *(If different from author, provide contact information for each surveyor.)*
Erin Ware

Continuing project? *If so, please summarize previous efforts.*
No.

I. EXECUTIVE SUMMARY

The proposed project consists of mill and fill for 0.81 miles along Route 133/Main Street in Wayne along with guardrail and sidewalk improvements. Because the mill and fill portion of the project meets the PA only the areas with the guardrail and sidewalk improvements were surveyed. Guardrail around Bridge #3227 will be replaced. ADA upgrades will be installed at 5 locations along the south side of Main Street between Memorial Park Lane and Old Winthrop Road. New curb and sidewalk will be installed at 516 Main Street. New sidewalk will be installed at 498 Main Street. There are 7 properties in the survey area that were identified as 45 years or older. No resources were previously surveyed. Four resources are eligible for listing in the National Register of Historic Places. Note: Not all resources in the historic district were inventoried due to their lying outside the project's APE.

II. RESEARCH DESIGN AND BACKGROUND RESEARCH

A. Basis: *Describe the purpose of this survey. Identify the Federal or State regulations mandating this survey, or any Programmatic Agreements associated with this project.*

The purpose of the survey is to identify and document all resources 45 years old or older within the APE and evaluate eligibility for listing in the National Register of Historic Places. The survey is a requirement by Section 106 of the National Historic Preservation Act of 1966, as amended, 16 U.S.C 470 f,

which states that prior to the expenditure of any Federal funds, the agency should consider the effect of any undertaking on any district, site, building, structure or object listed in or eligible for the National Register of Historic Places. The Maine Department of Transportation will report all findings to the Maine Historic Preservation Commission pursuant to the Programmatic Agreement with Federal Highway Administration, Federal Transportation Administration and MaineDOT.

B. Project Description/ Scope of Work:

Describe the underlying project, specifically citing the type of project and duration of project. Summarize planned or anticipated alterations to landscapes, buildings, structures, districts, objects or sites.

The proposed project consists of mill and fill for 0.81 miles along Route 133/Main Street in Wayne. Because this work meets the PA, the entire project area was not surveyed. Guardrail around Bridge #3227 will be replaced. ADA upgrades will be installed at 5 locations along the south side of Main Street between Memorial Park Lane and Old Winthrop Road. New curb and sidewalk will be installed at 516 Main Street. New sidewalk will be installed at 498 Main Street.

C. Area of Potential Effect:

1. On a USGS topographic map draw the outermost boundary of the area of potential effect in red. Label this line "Project APE". If necessary, additional topographic maps or overlays may be submitted showing the limits of each specific APE if more than one potential effect is present within the project area.

2. List all the potential effects associated with the above cited scope of work. Distinguish between direct and indirect effects when applicable.

The direct effects associated with this project will be due to guardrail replacement, ADA upgrades, and curb and sidewalk installation including possible takes (temporary or permanent), change in physical features and other effects that are not completely outlined at this time. These effects will only be experienced by the properties adjacent to the proposed project.

Indirect effects associated with this project are visual for any property that has visual line of the project area.

Effects will be further outlined once more information including design plans are detailed for the project. At this time, the architectural survey is capturing any historic resources that could be potentially affected by the project.

3. Provide a narrative of how the geographical limit of each potential effect within the project area was established.

The Area of Potential Effects is defined as the area in which the project may cause alterations to the visual setting or characteristics of properties in the vicinity of the project. This definition is illustrated on the topographic map submitted with the survey package.

D. Survey Boundaries:

1. Draw the boundaries of the survey on the topographic map in blue or black and label this line "Survey Boundaries." The boundaries of a survey map include portions of a property that lie outside the APE.

2. Describe the limits of the surveyed area. The survey boundary may be larger than the APE. Make reference to geographic landmarks, addresses or political boundaries. Utilize reasonable demarcations - tree lines, back lots.

The survey area mimics the APE. The APE consists of two separate locations. The first is located at Bridge #3227 and extends approximately 50 feet to the north and south of the centerline of the bridge and 75' to the east and west. The second APE begins approximately 70' northwest of Memorial Park Lane and Route 133/Main Street and extends southeast along Route

133/Main Street to Old Winthrop Road, and approximately 70' southwest of Route 133/Main Street, except at both the northern and southern ends of the APE where it extends 150' southwest.

E. Survey Methodology:

1. Describe background research method.

The National Register Information System and MHPC files were consulted to determine if there are any properties in the APE that are listed in, or officially eligible for listing in, the National Register. Additionally, the surveyor looked at MHPC files to determine if they contained any previously recorded resources within the APE. The surveyor researched local histories at the Maine State Library for information about properties in the survey area.

2. Describe field research method.

The surveyor conducted an initial drive through the project area and determined there were resources present greater than forty-five years of age. Next, the surveyor walked the project area and recorded on MHPC survey forms all of the buildings, structures, sites, objects, and landscape features within the boundaries that appeared to be forty-five years old or older, and photographs were taken of each resource.

3. Did you undertake a file search at MHPC for NR or previously recorded properties?

Yes.

III. SURVEY FINDINGS

A. Acres:

Provide the total number of acres within the survey boundaries.

The survey area is approximately 2.3 acres.

B. Setting:

Provide a general overview of the setting, including topography, development, and landscape.

The setting of the project area is the center of a small town and a rural area just to the northwest. The area surrounding Bridge #3227 contains no resources and is heavily vegetated.

The area of ADA upgrades and sidewalk and curb construction is a small town located between 2 lakes. The area surrounding the lakes lined with bushes and small trees. The buildings are separated by small areas of grass. The lot at the southern end of the project area is park-like, with large deciduous trees set on an expanse of lawn. In both areas, the topography is generally even.

C. Number of Resources Recorded:

Count each individually recorded building, structure, object, or site.

7 resources were surveyed.

D. Previously Inventoried Properties:

Address whether any of the resources had been previously surveyed. If so, how many, and how were these properties represented and evaluated within the current project?

N/A

E. Types of Properties:

1. Summarize general trends within the project area: commercial, residential, urban, rural, etc.

The survey area contains a mixture of residential and commercial properties

in a small town.

2. Summarize the age, style, and condition of the resources within the project area.

The resources are varied in age and style. The project area contains buildings dating from c.1830-1930. All are vernacular in style except for SM #6 which is Greek Revival. The resources are in good to fair condition.

3. Describe in detail any potentially eligible individual properties or historic districts.

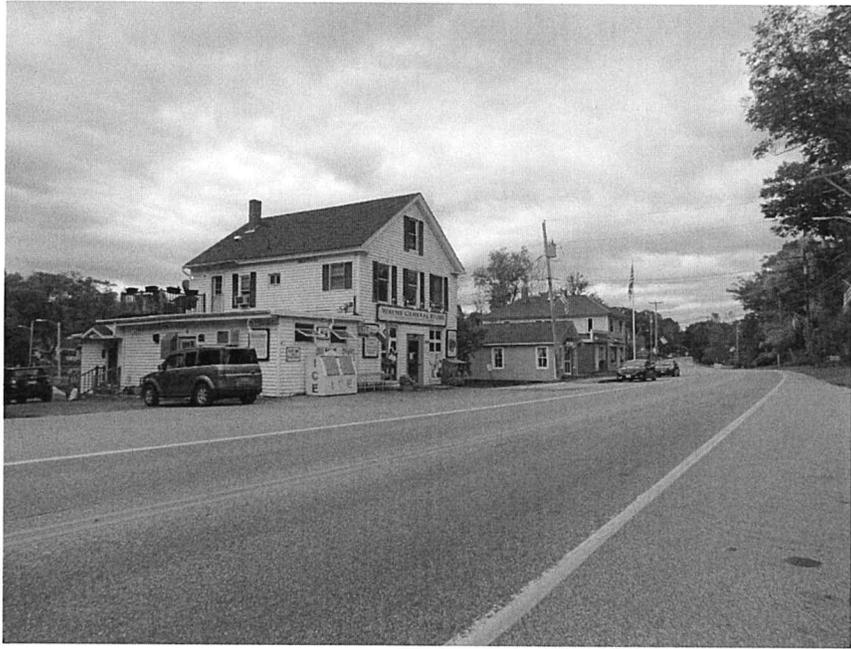
SM #4-7 are eligible for listing in the National Register as contributing resources to the Wayne Historic District. The district extends along Main Street/Route 133 starting just north of Pond Road to the southeast to Old Winthrop Road, approximately 900' south along Old Winthrop Road. It also includes Memorial Park Lane and Lake Street. The district includes primarily wood-frame vernacular buildings from the mid-to-late nineteenth century. Main Street/Route 133 contain a mixture of residential and commercial buildings. Old Winthrop Road, Memorial Park Lane, and Lake Street are primarily residential. The resources are set close to the road except on the north side of Main Street/Route 133 where the setbacks are deeper. SM #4 and 5 are commercial buildings along Main Street. There are several Greek Revival style structures, including a church. SM #6 is a 2-story Greek Revival style house with full-height Ionic columns supporting a projecting pediment. It is connected to its associated barn (SM #7) through a rear ell.

F. NR Eligibility:

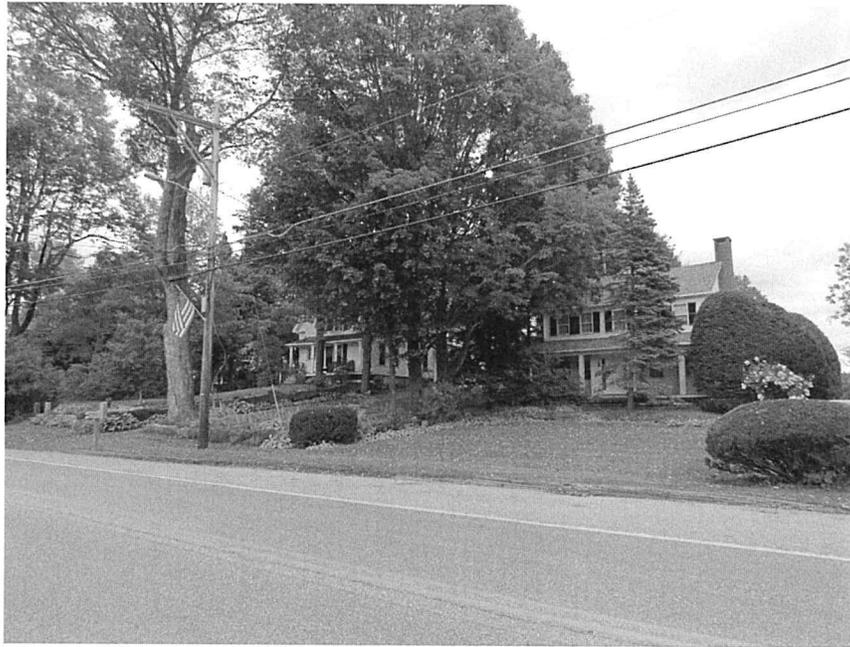
1. Address resource integrity, NR criteria, area of significance and period of significance.

The Wayne Historic District (SM #4-7) is eligible for listing in the National Register under Criteria A and C for Architecture and Community Planning and Development. The district encompasses the village area located on the shores of Pocasset Lake to the north and Androscoggin Lake to the south. Incorporated in 1789, the economy was primarily agrarian. The village center was home to small industries including a woolen factory, grist mill, shovel handle factory, and a sash and blind factory, powered by the falls located between the two bodies of water. By 1886 it was one of the wealthiest towns in Kennebec County. While only the sash and blind factory building is still standing, overall the area retains its nineteenth century village feel with very few modern intrusions. Some buildings have replacement windows and siding but retain enough integrity to convey their period of construction. The period of significance is c.1830-1940.

2. For a historic district provide a topographic map showing the limits of the proposed district illustrating street or landscape views and all non-historic or non-contributing resources.



1. Main Street/Route 133, looking north



2. North side of Main Street/Route 133



3. Old Winthrop Road, facing south



4. Memorial Park Lane, facing northwest



5. View of the dam and old blind factory from the west

IV. BIBLIOGRAPHY

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Walton, George W. *History of the Town of Wayne: Kennebec Count, Maine, From Its Settlement to 1898.* Augusta: Maine Farmer Publishing Company, 1898.

National Register Information System. National Park Service. nrhp.focus.nps.gov/natreghome.do (accessed September 29, 2019).

United States Department of the Interior, Geological Survey. "Wayne Quadrangle, Maine Kennebec County, 7.5 Minute Series."

WAYNE 23789.00



Date: 9/23/2019
Time: 9:12:12 AM

0.1 Miles
1 inch = 0.09 miles

The Maine Department of Transportation provides this publication for information only. Reliance upon this information is at user risk. It is subject to revision and may be incomplete depending upon changing conditions. The Department assumes no liability if injuries or damages result from this information. This map is not intended to support emergency dispatch.

STATE OF MAINE

MEMORANDUM

December 20, 2019

To: Julie Senk, ENV/Maine Department of Transportation

From: Kirk F. Mohney, State Historic Preservation Officer *KFM*

Subject: WIN 23789.00, Wayne, Guardrail Work and Sidewalk Upgrades;
MHPC# 1455-19

In response to your recent request, I have reviewed the information received December 10, 2019 to initiate consultation on the above referenced undertaking pursuant to the Maine Programmatic Agreement and Section 106 of the National Historic Preservation Act of 1966, as amended.

Based on the information provided, the Commission concurs with MaineDOT that the Wayne Historic District is eligible for listing in the National Register of Historic Places. However, the Commission feels that 512 Main Street (SM# 3) and 516 Main Street (SM# 2) are non-contributing resources to the eligible historic district.

Furthermore, please confirm if SM #3 consists of two buildings and not one building as recorded on the architectural survey form.

Please contact Megan M. Rideout of our office if we can be of further assistance in this matter.

STATE OF MAINE

MEMORANDUM

February 6, 2020

To: Julie Senk, ENV/Maine Department of Transportation

From: Kirk F. Mohny, State Historic Preservation Officer *KFM*

Subject: WIN 23789.00, Wayne, Route 133, Intersection Improvements; MHPC #1455-19

In response to your recent request, I have reviewed the information received January 17, 2020 to continue consultation on the above referenced undertaking pursuant to the Maine Programmatic Agreement and Section 106 of the National Historic Preservation Act of 1966, as amended.

Thank you for the additional information about SM #3. We have no comments at this time.

Please contact Megan M. Rideout of our office if we can be of further assistance in this matter.

Wayne 23789.00

New bituminous sidewalk and curb locations

Legend

Sidewalk by Post Office - 1

Sidewalk by Post Office - 2

New Sidewalk - 1

New Sidewalk - 2

New Sidewalk - 3

133 New Sidewalk - 4

Wayne

Main St

200 ft

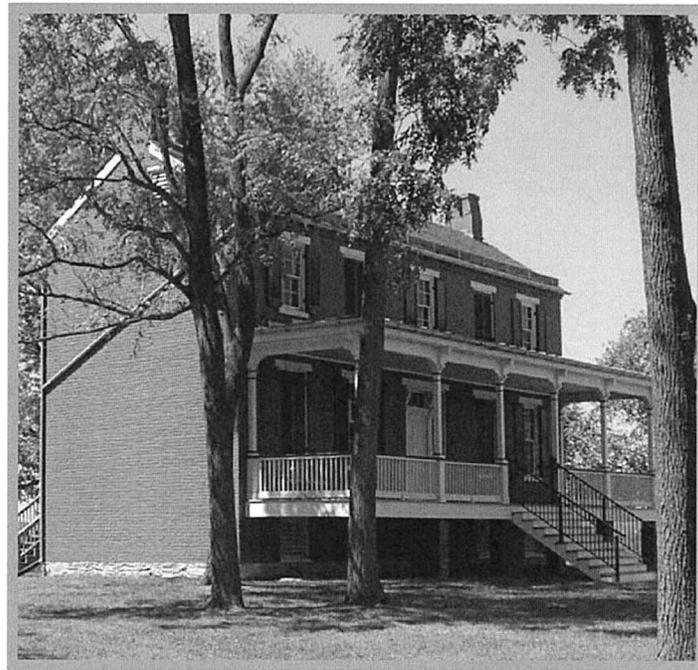


Protecting Historic Properties

ADVISORY COUNCIL ON HISTORIC PRESERVATION

Protecting Historic Properties:

A CITIZEN'S GUIDE TO
SECTION 106 REVIEW



WWW.ACHP.GOV

Preserving America's Heritage

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COVER PHOTOS:

Clockwise, from top left: Historic Downtown Louisville, Kentucky; Section 106 consultation at Medicine Lake, California; bighorn sheep petroglyph in Nine Mile Canyon, Utah (photo courtesy Jerry D. Spangler); Worthington Farm, Monocacy Battlefield National Historic Landmark, Maryland (photo courtesy Maryland State Highway Administration).

About the ACHP

The mission of the Advisory Council on Historic Preservation (ACHP) is to promote the preservation, enhancement, and productive use of the nation's historic resources and advise the President and Congress on national historic preservation policy.

The ACHP, an independent federal agency, also provides a forum for influencing federal activities, programs, and policies that affect historic properties. In addition, the ACHP has a key role in carrying out the Preserve America program.

The 23-member council is supported by a professional staff in Washington, D.C. For more information contact:

Advisory Council on Historic Preservation
1100 Pennsylvania Avenue, NW, Suite 803
Washington, D.C. 20004
(202) 606-8503
www.achp.gov

Introduction

Proud of your heritage? Value the places that reflect your community's history? You should know about Section 106 review, an important tool you can use to influence federal decisions regarding historic properties. By law, you have a voice when a project involving federal action, approval, or funding may affect properties that qualify for the National Register of Historic Places, the nation's official list of historic properties.

This guide from the Advisory Council on Historic Preservation (ACHP), the agency charged with historic preservation leadership within federal government, explains how your voice can be heard.

Each year, the federal government is involved with many projects that affect historic properties. For example, the Federal Highway Administration works with states on road improvements, the Department of Housing and Urban Development grants funds to cities to rebuild communities, and the General Services Administration builds and leases federal office space.

Agencies like the Forest Service, the National Park Service, the Bureau of Land Management, the Department of Veterans Affairs, and the Department of Defense make decisions daily

about the management of federal buildings, parks, forests, and lands. These decisions may affect historic properties, including those that are of traditional religious and cultural significance to federally recognized Indian tribes and Native Hawaiian organizations.

Projects with less obvious federal involvement can also have repercussions on historic properties. For example, the construction of a boat dock or a housing development that affects wetlands may also impact fragile archaeological sites and require a U.S. Army Corps of Engineers permit. Likewise, the construction of a cellular tower may require a license from the Federal Communications Commission and might compromise historic or culturally significant landscapes or properties valued by Indian tribes or Native Hawaiian organizations for traditional religious and cultural practices.

These and other projects with federal involvement can harm historic properties. The Section 106 review process gives you the opportunity to alert the federal government to the historic properties you value and influence decisions about projects that affect them.

Public Involvement Matters



Dust from vehicles may affect historic sites in Nine Mile Canyon, Utah. (photo courtesy Jerry D. Spangler, Colorado Plateau Archaeological Alliance)

What is Section 106 Review?

In the National Historic Preservation Act of 1966 (NHPA), Congress established a comprehensive program to preserve the historical and cultural foundations of the nation as a living part of community life. Section 106 of the NHPA is crucial to that program because it requires consideration of historic preservation in the multitude of projects with federal involvement that take place across the nation every day.

Section 106 requires federal agencies to consider the effects of projects they carry out, approve, or fund on historic properties. Additionally, federal agencies must provide the ACHP an opportunity to comment on such projects prior to the agency's decision on them.

Section 106 review encourages, but does not mandate, preservation. Sometimes there is no way for a needed project to proceed without harming historic properties. Section 106 review does ensure that preservation values are factored into federal agency planning and decisions. Because of Section 106, federal agencies must assume responsibility for the consequences of the projects they carry out, approve, or fund on historic properties and be publicly accountable for their decisions.

Conservation



The National Soldiers Monument (1877) at Dayton (Ohio) National Cemetery was cleaned and conserved in 2009 as part of a program funded by the American Recovery and Reinvestment Act. (photo courtesy Department of Veterans Affairs)

Understanding Section 106 Review

Regulations issued by the ACHP spell out the Section 106 review process, specifying actions federal agencies must take to meet their legal obligations. The regulations are published in the Code of Federal Regulations at 36 CFR Part 800, "Protection of Historic Properties," and can be found on the ACHP's Web site at www.achp.gov.

Federal agencies are responsible for initiating Section 106 review, most of which takes place between the agency and state and tribal or Native Hawaiian organization officials. Appointed by the governor, the State Historic Preservation Officer (SHPO) coordinates the state's historic preservation program and consults with agencies during Section 106 review.

Agencies also consult with officials of federally recognized Indian tribes when the projects have the potential to affect historic properties on tribal lands or historic properties of significance to such tribes located off tribal lands. Some tribes have officially designated Tribal Historic Preservation Officers (THPOs), while others designate representatives to consult with agencies as needed. In Hawaii, agencies consult with Native Hawaiian organizations (NHOs) when historic properties of religious and cultural significance to them may be affected.

To successfully complete Section 106 review, federal agencies must do the following:

- ▶ gather information to decide which properties in the area that may be affected by the project are listed, or are eligible for listing, in the National Register of Historic Places (referred to as "historic properties");
- ▶ determine how those historic properties might be affected;
- ▶ explore measures to avoid or reduce harm ("adverse effect") to historic properties; and
- ▶ reach agreement with the SHPO/THPO (and the ACHP in some cases) on such measures to resolve any adverse effects or, failing that, obtain advisory comments from the ACHP, which are sent to the head of the agency.

What are Historic Properties?

In the Section 106 process, a historic property is a prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the National Register of Historic Places. This term includes artifacts, records, and remains that are related to and located within these National Register properties. The term also includes properties of traditional religious and cultural importance to an Indian tribe or Native Hawaiian organization, so long as that property also meets the criteria for listing in the National Register.

The National Register of Historic Places

The National Register of Historic Places is the nation's official list of properties recognized for their significance in American history, architecture, archaeology, engineering, and culture. It is administered by the National Park Service, which is part of the Department of the Interior. The Secretary of the Interior has established the criteria for evaluating the eligibility of properties for the National Register. In short, the property must be significant, be of a certain age, and have integrity:

- ▶ **Significance.** Is the property associated with events, activities, or developments that were important in the past? With the lives of people who were historically important? With distinctive architectural history, landscape history, or engineering achievements? Does it have the potential to yield important information through archaeological investigation about our past?
- ▶ **Age and Integrity.** Is the property old enough to be considered historic (generally at least 50 years old) and does it still look much the way it did in the past?

During a Section 106 review, the federal agency evaluates properties against the National Register criteria and seeks the consensus of the SHPO/THPO/tribe regarding eligibility. A historic property need not be formally listed in the National Register in order to be considered under the Section 106 process. Simply coming to a consensus determination that a property is eligible for listing is adequate to move forward with Section 106 review. (For more information, visit the National Register Web site at www.cr.nps.gov/nr).

When historic properties may be harmed, Section 106 review usually ends with a legally binding agreement that establishes how the federal agency will avoid, minimize, or mitigate the adverse effects. In the very few cases where this does not occur,

the ACHP issues advisory comments to the head of the agency who must then consider these comments in making a final decision about whether the project will proceed.

Section 106 reviews ensure federal agencies fully consider historic preservation issues and the views of the public during project planning. Section 106 reviews do not mandate the approval or denial of projects.



SECTION 106: WHAT IS AN ADVERSE EFFECT?

If a project may alter characteristics that qualify a specific property for inclusion in the National Register in a manner that would diminish the integrity of the property, that project is considered to have an adverse effect. Integrity is the ability of a property to convey its significance, based on its location, design, setting, materials, workmanship, feeling, and association.

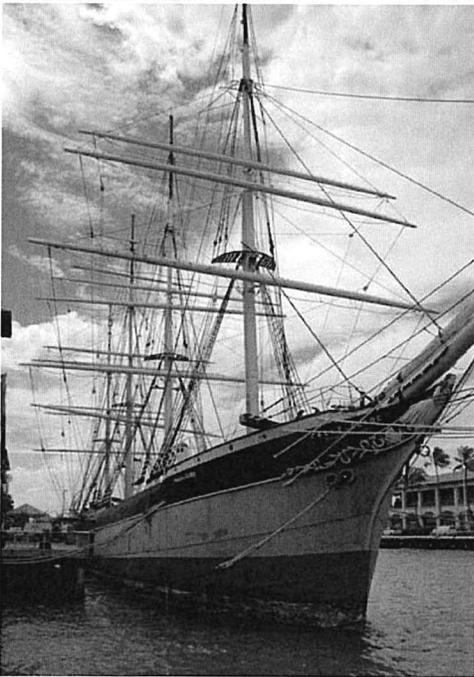
Adverse effects can be direct or indirect and include the following:

- ▶ physical destruction or damage
- ▶ alteration inconsistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties
- ▶ relocation of the property
- ▶ change in the character of the property's use or setting
- ▶ introduction of incompatible visual, atmospheric, or audible elements
- ▶ neglect and deterioration
- ▶ transfer, lease, or sale of a historic property out of federal control without adequate preservation restrictions

Determining Federal Involvement

If you are concerned about a proposed project and wondering whether Section 106 applies, you should first determine whether the federal government is involved. Will a federal agency fund or carry out the project? Is a federal permit, license, or approval needed? Section 106 applies only if a federal agency is carrying out the project, approving it, or funding it, so confirming federal involvement is critical.

Historic



Falls of Clyde, in Honolulu, Hawaii, is the last surviving iron-hulled, four-masted full rigged ship, and the only remaining sail-driven oil tanker. (photo courtesy Bishop Museum Maritime Center)



IS THERE FEDERAL INVOLVEMENT? CONSIDER THE POSSIBILITIES:

Is a federally owned or federally controlled property involved, such as a military base, park, forest, office building, post office, or courthouse? Is the agency proposing a project on its land, or would it have to provide a right-of-way or other approval to a private company for a project such as a pipeline or mine?

Is the project receiving federal funds, grants, or loans? If it is a transportation project, frequent sources of funds are the Federal Highway Administration, the Federal Transit Administration, and the Federal Railroad Administration. Many local government projects receive funds from the Department of Housing and Urban Development. The Federal Emergency Management Agency provides funds for disaster relief.

Does the project require a federal permit, license, or other approval? Often housing developments impact wetlands, so a U.S. Army Corps of Engineers permit may be required. Airport projects frequently require approvals from the Federal Aviation Administration.

Many communications activities, including cellular tower construction, are licensed by the Federal Communications Commission. Hydropower and pipeline development requires approval from the Federal Energy Regulatory Commission. Creation of new bank branches must be approved by the Federal Deposit Insurance Corporation.

Federal Funds



Interstate 70 at the Georgetown-Silver Plume National Historic Landmark, Colorado (photo courtesy J.F. Sato & Associates)

Sometimes federal involvement is obvious. Often, involvement is not immediately apparent. If you have a question, contact the project sponsor to obtain additional information and to inquire about federal involvement. All federal agencies have Web sites. Many list regional or local contacts and information on major projects. The SHPO/THPO/tribe, state or local planning commissions, or statewide historic preservation organizations may also have project information.

Once you have identified the responsible federal agency, write to the agency to request a project description and inquire about the status of project planning. Ask how the agency plans to comply with Section 106, and voice your concerns. Keep the SHPO/THPO/tribe advised of your interest and contacts with the federal agency.

MONITORING FEDERAL ACTIONS

The sooner you learn about proposed projects with federal involvement, the greater your chance of influencing the outcome of Section 106 review.

Learn more about the history of your neighborhood, city, or state. Join a local or statewide preservation, historical, or archaeological organization. These organizations are often the ones first contacted by federal agencies when projects commence.

If there is a clearinghouse that distributes information about local, state, tribal, and federal projects, make sure you or your organization is on its mailing list.

Make the SHPO/THPO/tribe aware of your interest.

Become more involved in state and local decision making. Ask about the applicability of Section 106 to projects under state, tribal, or local review. Does your state, tribe, or community have preservation laws in place? If so, become knowledgeable about and active in the implementation of these laws.

Review the local newspaper for notices about projects being reviewed under other federal statutes, especially the National Environmental Policy Act (NEPA). Under NEPA, a federal agency must determine if its proposed major actions will significantly impact the environment. Usually, if an agency is preparing an Environmental Impact Statement under NEPA, it must also complete a Section 106 review for the project.



Working with Federal Agencies

Throughout the Section 106 review process, federal agencies must consider the views of the public. This is particularly important when an agency is trying to identify historic properties that might be affected by a project and is considering ways to avoid, minimize, or mitigate harm to them.

Agencies must give the public a chance to learn about the project and provide their views. How agencies publicize projects depends on the nature and complexity of the particular project and the agency's public involvement procedures.

Public meetings are often noted in local newspapers and on television and radio. A daily government publication, the *Federal Register* (available at many public libraries and online at www.gpoaccess.gov/fr/index.html), has notices concerning projects, including those being reviewed under NEPA. Federal agencies often use NEPA for purposes of public outreach under Section 106 review.

Federal agencies also frequently contact local museums and historical societies directly to learn about historic properties and community concerns. In addition, organizations like the National Trust for Historic Preservation (NTHP) are actively engaged in a number of Section 106 consultations on projects around the country. The NTHP is a private, non-profit membership organization dedicated to saving historic places and revitalizing America's communities. Organizations

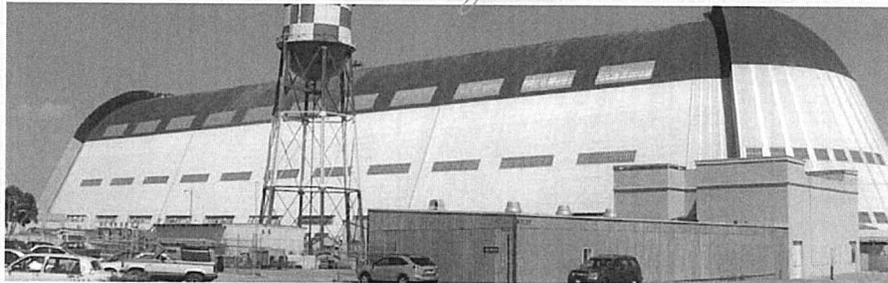
like the NTHP and your state and local historical societies and preservation interest groups can be valuable sources of information. Let them know of your interest.

When the agency provides you with information, let the agency know if you disagree with its findings regarding what properties are eligible for the National Register of Historic Places or how the proposed project may affect them. Tell the agency—in writing—about any important properties that you think have been overlooked or incorrectly evaluated. Be sure to provide documentation to support your views.

When the federal agency releases information about project alternatives under consideration, make it aware of the options you believe would be most beneficial. To support alternatives that would preserve historic properties, be prepared to discuss costs and how well your preferred alternatives would meet project needs. Sharing success stories about the treatment or reuse of similar resources can also be helpful.

Applicants for federal assistance or permits, and their consultants, often undertake research and analyses on behalf of a federal agency. Be prepared to make your interests and views known to them, as well. But remember the federal agency is ultimately responsible for completing Section 106 review, so make sure you also convey your concerns directly to it.

Learn About the Project



Hangar I, a historic dirigible hangar at Moffett Field at NASA Ames Research Center, California

Influencing Project Outcomes

In addition to seeking the views of the public, federal agencies must actively consult with certain organizations and individuals during review. This interactive consultation is at the heart of Section 106 review.

Consultation does not mandate a specific outcome. Rather, it is the process of seeking, discussing, and considering the views of consulting parties about how project effects on historic properties should be handled.

To influence project outcomes, you may work through the consulting parties, particularly those who represent your interests. For instance, if you live within the local jurisdiction where a project is taking place, make sure to express your views on historic preservation issues to the local government officials who participate in consultation.

Speak Up



Residents in the Lower Mid-City Historic District in New Orleans express their opinions about the proposed acquisition and demolition of their properties for the planned new Department of Veterans Affairs and Louisiana State University medical centers which would replace the facilities damaged as a result of Hurricane Katrina.

You or your organization may want to take a more active role in Section 106 review, especially if you have a legal or economic interest in the project or the affected properties. You might also have an interest in the effects of the project as an individual, a business owner, or a member of a neighborhood association, preservation group, or other organization. Under these circumstances, you or your organization may write to the federal agency asking to become a consulting party.



WHO ARE CONSULTING PARTIES?

The following parties are entitled to participate as consulting parties during Section 106 review:

- ▶ Advisory Council on Historic Preservation;
- ▶ State Historic Preservation Officers;
- ▶ Federally recognized Indian tribes/THPOs;
- ▶ Native Hawaiian organizations;
- ▶ Local governments; and
- ▶ Applicants for federal assistance, permits, licenses, and other approvals.

Other individuals and organizations with a demonstrated interest in the project may participate in Section 106 review as consulting parties "due to the nature of their legal or economic relation to the undertaking or affected properties, or their concern with the undertaking's effects on historic properties." Their participation is subject to approval by the responsible federal agency.

When requesting consulting party status, explain in a letter to the federal agency why you believe your participation would be important to successful resolution. Since the SHPO/THPO or tribe will assist the federal agency in deciding who will participate in the consultation, be sure to provide the SHPO/THPO or tribe with a copy of your letter. Make sure to emphasize your relationship with the project and demonstrate how your connection will inform the agency's decision making.

If you are denied consulting party status, you may ask the ACHP to review the denial and make recommendations to the federal agency regarding your participation. However, the federal agency makes the ultimate decision on the matter.

Consulting party status entitles you to share your views, receive and review pertinent information, offer ideas, and consider possible solutions together with the federal agency and other consulting parties. It is up to you to decide how actively you want to participate in consultation.

Get Involved



Section 106 consultation with an Indian tribe

MAKING THE MOST OF CONSULTATION

Consultation will vary depending on the federal agency's planning process and the nature of the project and its effects.

Often consultation involves participants with a wide variety of concerns and goals. While the focus of some may be preservation, the focus of others may be time, cost, and the purpose to be served by the project.

Effective consultation occurs when you:

- ▶ keep an open mind;
- ▶ state your interests clearly;
- ▶ acknowledge that others have legitimate interests, and seek to understand and accommodate them;
- ▶ consider a wide range of options;
- ▶ identify shared goals and seek options that allow mutual gain; and
- ▶ bring forward solutions that meet the agency's needs.

Creative ideas about alternatives—not complaints—are the hallmarks of effective consultation.



How the ACHP Can Help

Under Section 106 review, most harmful effects are addressed successfully by the federal agency and the consulting parties without participation by the ACHP. So, your first points of contact should always be the federal agency and/or the SHPO/THPO.

When there is significant public controversy, or if the project will have substantial effects on important historic properties, the ACHP may elect to participate directly in the consultation. The ACHP may also get involved if important policy questions are raised, procedural problems arise, or if there are issues of concern to Indian tribes or Native Hawaiian organizations.

Whether or not the ACHP becomes involved in consultation, you may contact the ACHP to express your views or to request guidance, advice, or technical assistance. Regardless of the

Collecting Comments



A panel of ACHP members listen to comments during a public meeting.

scale of the project or the magnitude of its effects, the ACHP is available to assist with dispute resolution and advise on the Section 106 review process.

If you cannot resolve disagreements with the federal agency regarding which historic properties are affected by a project or how they will be impacted, contact the ACHP. The ACHP may then advise the federal agency to reconsider its findings.



CONTACTING THE ACHP: A CHECKLIST

When you contact the ACHP, try to have the following information available:

- ▶ the name of the responsible federal agency and how it is involved;
- ▶ a description of the project;
- ▶ the historic properties involved; and
- ▶ a clear statement of your concerns about the project and its effect on historic properties.

If you suspect federal involvement but have been unable to verify it, or if you believe the federal agency or one of the other participants in review has not fulfilled its responsibilities under the Section 106 regulations, you can ask the ACHP to investigate. In either case, be as specific as possible.

When Agencies Don't Follow the Rules

A federal agency must conclude Section 106 review before making a decision to approve a project, or fund or issue a permit that may affect a historic property. Agencies should not make obligations or take other actions that would preclude consideration of the full range of alternatives to avoid or minimize harm to historic properties before Section 106 review is complete.

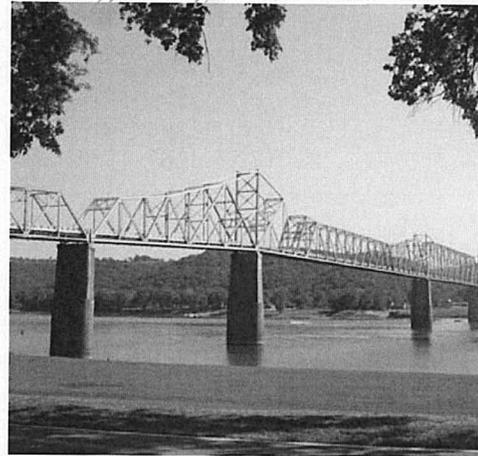
If the agency acts without properly completing Section 106 review, the ACHP can issue a finding that the agency has prevented meaningful review of the project. This means that, in the ACHP's opinion, the agency has failed to comply with Section 106 and therefore has not met the requirements of federal law.

A vigilant public helps ensure federal agencies comply fully with Section 106. In response to requests, the ACHP can investigate questionable actions and advise agencies to take corrective action. As a last resort, preservation groups or individuals can litigate in order to enforce Section 106.

If you are involved in a project and it seems to be getting off track, contact the agency to voice your concern. Call the SHPO or THPO to make sure they understand the issue. Call the ACHP if you feel your concerns have not been heard.

Following Through

Stay Informed



Milton Madison Bridge over the Ohio River between Kentucky and Indiana (photo courtesy Wilbur Smith Associates/Michael Baker Engineers)

After agreements are signed, the public may still play a role in the Section 106 process by keeping abreast of the agreements that were signed and making sure they are properly carried out. The public may also request status reports from the agency.

Designed to accommodate project needs and historic values, Section 106 review relies on strong public participation. Section 106 review provides the public with an opportunity to influence how projects with federal involvement affect historic properties. By keeping informed of federal involvement, participating in consultation, and knowing when and whom to ask for help, you can play an active role in deciding the future of historic properties in your community.

Section 106 review gives you a chance to weigh in when projects with federal involvement may affect historic properties you care about. Seize that chance, and make a difference!

Contact Information

Advisory Council on Historic Preservation

Office of Federal Agency Programs
1100 Pennsylvania Avenue, NW, Suite 803
Washington, D.C. 20004
Phone: (202) 606-8503
Fax: (202) 606-8647
E-mail: achp@achp.gov
Web site: www.achp.gov

The ACHP's Web site includes more information about working with Section 106 and contact information for federal agencies, SHPOs, and THPOs.

National Association of Tribal Historic Preservation Officers

P.O. Box 19189
Washington, D.C. 20036-9189
Phone: (202) 628-8476
Fax: (202) 628-2241
E-mail: info@nathpo.org
Web site: www.nathpo.org

National Conference of State Historic Preservation Officers

444 North Capitol Street, NW, Suite 342
Washington, D.C. 20001
Phone: (202) 624-5465
Fax: (202) 624-5419
Web site: www.ncshpo.org
For the SHPO in your state, see www.ncshpo.org/find/index.htm

National Park Service

Heritage Preservation Services
1849 C Street, NW (2255)
Washington, D.C. 20240
E-mail: NPS_HPS-info@nps.gov
Web site: www.nps.gov/history/hps

National Register of Historic Places
1201 Eye Street, NW (2280)
Washington, D.C. 20005
Phone: (202) 354-2211
Fax: (202) 371-6447
E-mail: nr_info@nps.gov
Web site: www.nps.gov/history/nr

National Trust for Historic Preservation

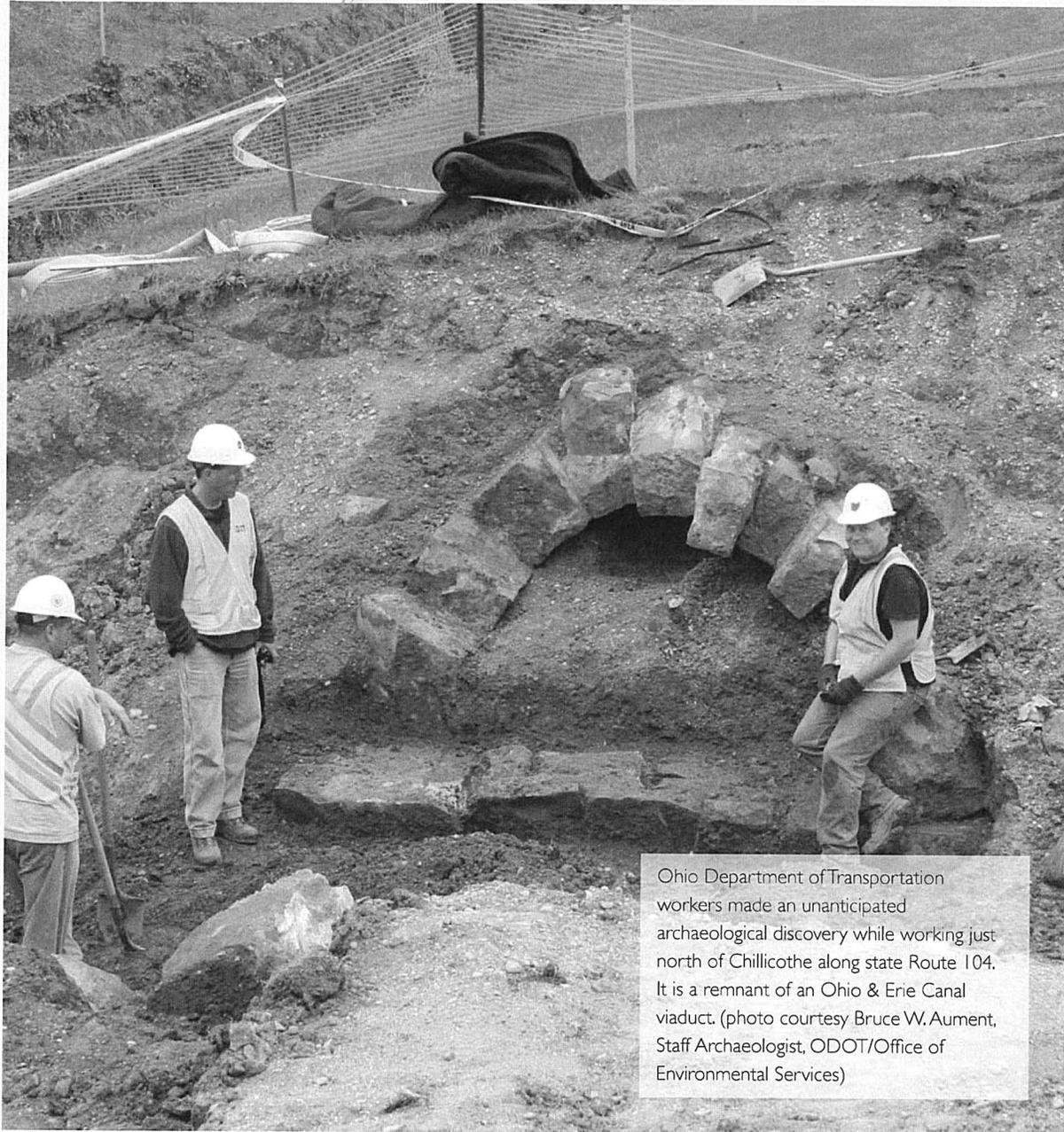
1785 Massachusetts Avenue, NW
Washington, D.C. 20036-2117
Phone: (800) 944-6847 or (202) 588-6000
Fax: (202) 588-6038
Web site: www.preservationnation.org

The National Trust has regional offices in San Francisco, Denver, Fort Worth, Chicago, Boston, and Charleston, as well as field offices in Philadelphia and Washington, D.C.

Office of Hawaiian Affairs

711 Kapi`olani Boulevard, Suite 500
Honolulu, HI 96813
Phone: (808) 594-1835
Fax: (808) 594-1865
E-mail: info@oha.org
Web site: www.oha.org

Beneath the Surface



Ohio Department of Transportation workers made an unanticipated archaeological discovery while working just north of Chillicothe along state Route 104. It is a remnant of an Ohio & Erie Canal viaduct. (photo courtesy Bruce W. Aument, Staff Archaeologist, ODOT/Office of Environmental Services)

TO LEARN MORE

For detailed information about the ACHP, Section 106 review process, and our other activities, visit us at www.achp.gov or contact us at:

Advisory Council on Historic Preservation
1100 Pennsylvania Avenue, NW, Suite 803
Washington, D.C. 20004
Phone: (202) 606-8503
Fax: (202) 606-8647
E-mail: achp@achp.gov



WWW.ACHP.GOV

Preserving America's Heritage



Printed on paper made with an average of 100% recycled fiber and an average of 60% post-consumer waste

INVITATION TO BID

WAYNE GENERAL STORE HANDICAPPED ACCESSIBLE RESTROOM WAYNE, MAINE

Sealed bids for creation of a handicapped accessible bathroom at Wayne General Store, 506 Main Street, Wayne Maine, will be received at the Wayne Town Office located at 48 Pond Road, Wayne, Maine 04284 until 1:00 P.M., local time March 5, 2020 and then at said office publicly opened and read aloud. The work will be funded, in part, through a Community Development Block Grant from the United States Department of Housing and Urban Development, as administered by the State of Maine, Department of Economic and Community Development.

The Bid Package/Contract Documents may be obtained by contacting the Wayne Town Manager's Office located at 48 Pond Road, Wayne, Maine 04284, or calling 207-685-4983.

An Equal Opportunity Employer



Laura-

I was wonder if you could help develop a budget estimate for the following items:

Land-Use Ordinance (Consolidation, update, re-write)

Currently, we have several land-use related ordinances (Zoning Ordinance, Subdivision Regulations, Manufactured Homes, Mobile Home Park Recreation Vehicle (RV) Park and Campground Ordinance) that could use updating. As part of re-write, it might be useful to address both recreational and medical marijuana issue, solar farm development, historic preservation, farmland preservation, growth center development, shoreline protections and floodplain restrictions. Can KVCOG give us an estimate to assist a local committee through such a project?

Village Traffic (Car/ People) Study

We have a small area in our village between our Library, Williams House (library annex), Community Church, Fire Station and Recreation Center that that is very congested. We had wright pierce give us a budget estimate for sidewalks. We need a conceptual/ feasibility/ alternative type plan outlining some options for parking, sidewalks in this very congested area to help improve the walkability / safety of the village. Can KVCOG give us an estimate to you writing such a report?

Revolving Loan Fund

I am seeking some general information about the development of a revolving loan fund. I am looking for information to how to create one, manage one, pros and cons. Maybe someone from KVCOG could make a brief presentation to our Selectboard. (No fee).

TIF District

I am seeking some general information about the development of a TIF District. I am looking for information to how to create one, manage one, pros and cons. Maybe someone from KVCOG could make a brief presentation to our Selectboard. (No fee).

If you have any questions, please don't hesitate to contact me at (207) 877-1214 or townmanager@waynemaine.org.

Petition to Address Concerns on Old Winthrop Road.

Low Cost Alternative

- **Brush Removal along Old Winthrop Road and Gott Road Intersection**
- **Create a Three-Way Stop @ Gott Road and Old Winthrop Road Intersection**
 1. Paint three Stop Bars
Labor & Material approx. \$100 each
 2. Purchase/ Install three Stop signs
Labor & Material approx. \$150 each
 3. Purchase/ Install three Stop Ahead signs
Labor & Material approx. \$150 each

Total Approximate Budget: One-time Cost: \$750
Annual Cost: \$300
- **Install 2 Flashing Village Ahead Signs**

Install one atop of hill near Old Winthrop Road-Morrison Heights intersection, the other near the Old Winthrop Road-Main Street intersection
Labor & Material Approx. \$2000 each

Total Approximate Budget: One-time Cost: \$4,000

Mid Range Alternative

- **Install two permanent speed tables**

Locations: 1) prior to church parking lot; 2) prior to Williams House

 1. Pave in Speed Tables
Labor & Material Approx. \$5000 each
 2. Install Speed Table Ahead signs
Labor approx. \$50 each
 3. Install Speed Table signs
Labor & Material approx. \$300 each
 4. Paint of Warning Arrows on Pavements Before Speed Table
Labor & Material approx. \$200 each

Total Approximate Budget: One-time Cost: \$11,100
Annual Cost: \$200

High Cost Alternative

- **Install Sidewalk from Main Street to Ladd Recreation Center**

Approx. 2,170 l.f.
Estimated Project Budget: \$301,597 (2014)
MeDOT Bicycle and Pedestrian Program Funding
(State 80%/ Town20%). Town would need to commit Town's share prior to submitting application. For this project, the Town's share would be \$60,319.
- **Install Crushed Stone Path from Ladd Recreation Center to Masonic Hall.**

Wayne Town Manager

From: Pierce, Tamra L. <Tamra.Pierce@cmpco.com>
Sent: Thursday, February 13, 2020 7:38 AM
To: Wayne Town Manager
Subject: RE: EXTERNAL: Streetlight Inventory

Good morning,

I will begin the process of requesting this information. We have multiple requests and are responding as soon as possible.

Thanks,
Tammy

From: Wayne Town Manager [<mailto:townmanager@waynemaine.org>]
Sent: Thursday, February 13, 2020 3:57 AM
To: Pierce, Tamra L.
Subject: EXTERNAL: Streetlight Inventory
Importance: High

Tamra

We are studying the feasibility of converting all our street lights to LED.

Option 1:

CMP owns, converts
Can you give us a proposal?

Option 2:

Town owns, converts and maintains

Can you help me get the following information:

- Would like an updated Streetlight inventory, our latest copy is from 2012.
- Net Book Value

If you have any questions, please don't hesitate to contact me at (207) 877-1214 or townmanager@waynemaine.org.
Thanks.

Best,

Aaron Chrostowsky, Town Manager
Town of Wayne
P.O. Box 400; 48 Pond Road
Wayne, ME 04284
P: (207) 685-4983
F: (207) 685-3836
www.waynemaine.org

Town of Wayne Code Enforcement Officer

The Town of Wayne seeks qualified candidates for a part-time position of Code Enforcement Officer/ Licensed Plumbing Inspector. Experience is not required but welcomed. This position is responsible for inspections of plumbing and enforcement of all local codes and zoning violations. The Code Enforcement must become knowledgeable of the Town's land use ordinances/ codes and the State of Maine.

The Code Enforcement Officer is expected to carry out his/ her individual responsibilities with initiative, independence and confidentiality while exercising sound problem-solving skills and professional judgement. Must have the ability to interact with the public in a professional manner. Applicant must be certified or be able to become certified with 12 months. Working knowledge of Building/ Maine Uniform Building and Energy Code (MUBEC) is a plus. Computer fluency in Microsoft Word and Excel and understanding submitted plans is required.

Please send a cover letter with resume with any applicable certifications in confidence to Wayne Town Manager, Aaron Chrostowsky, P.O. Box 400, Wayne, ME 04248. Resumes will be accepted until position is filled. For more information, you can contact the Town Manager by email at manager@waynemaine.org or by telephone at (207) 685-4983.

Town of Wayne Selectboard

Notice of Public Hearing for the Enactment of General Assistance Ordinance: Appendices (A – F and H)

The Selectboard will hold a public hearing for the purpose of enacting the General Assistance Ordinance: Appendices (A – F and H) on Tuesday March 3, 2020 at 6:30 PM at the Wayne Town Office. The public will be given an opportunity to be heard prior to the consideration of the above ordinance. For a copy of the General Assistance Ordinance: Appendices (A – F and H), you may go to the Wayne Town Office, 48 Pond Office or the Town website at www.waynemaine.org. If you have any questions, regarding this public hearing, please don't hesitate to contact the Town Office at (207) 685-4983.

Town of Wayne

P.O. Box 400; 48 Pond Road
Wayne, ME 04284

Phone: (207) 685-4983 Fax: (207) 685-3836

<http://www.waynemaine.org>

Selectboard

Notice of Public Hearing for the Enactment of General Assistance Ordinance: Appendices (A – F and H)

The **Selectboard** will hold a public hearing for the purpose of enacting the **General Assistance Ordinance: Appendices (A – F and H)** on **Tuesday March 3, 2020 at 6:30 PM at the Wayne Town Office**. The public will be given an opportunity to be heard prior to the consideration of the above ordinance. For a copy of the **General Assistance Ordinance: Appendices (A – F and H)**, you may go to the Wayne Town Office, 48 Pond Office or the Town website at www.waynemaine.org. If you have any questions, regarding this public hearing, please don't hesitate to contact the Town Office at (207) 685-4983.

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Office for Family Independence
109 Capitol St.
11 State House Station
Augusta, Maine 04333-0011
Tel.: (207) 624-4168; Toll-Free: (800) 442-6003
TTY: Dial 711 (Maine Relay); Fax: (207) 287-3455

To: Welfare Officials and Contracted Agents
From: Sara Russell, Program Manager, General Assistance
Date: September 6, 2019
Subject: New GA Maximums

Enclosed please find the following items:

- MMA's new (October 1, 2019–September 30, 2020) “**General Assistance Ordinance Appendices**” (A – F and H).
- “**GA Maximums Adoption Form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (*see “Filing of GA Ordinance and/or Appendices” below for further information*).

Appendix A – F & Appendix H

The enclosed Appendices A – F, and Appendix H have been revised for your municipality’s General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – F and Appendix H. Even if you have already adopted MMA's model General Assistance Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

The Adoption Process

The **municipal officers (i.e., selectpersons/council) adopt the local General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices **after notice and hearing**. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

2019-2020 GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	759	862	1,096	1,373	1,924
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	865	909	1,176	1,634	1,866
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	725	783	1,007	1,265	1,606
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	725	728	964	1,208	1,330
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,089	1,191	1,526	2,037	2,418
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	809	915	1,076	1,425	1,677

Appendix B

Effective: 10/01/19 to 09/30/20

2019-2020 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2019, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	\$ 45.12	\$ 194
2	82.56	355
3	118.37	509
4	150.23	646
5	178.60	768
6	214.19	921
7	236.74	1,018
8	270.70	1,164

Note: For each additional person add \$146 per month.

Appendix C

Effective: 10/01/19-09/30/20

2019-2020 GA Housing Maximums (Heated & Unheated Rents)

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

Non-Metropolitan FMR Areas

<u>Aroostook County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	113	487	137	587
1	117	502	147	634
2	133	572	173	743
3	186	799	236	1,015
4	192	826	251	1,079
<u>Franklin County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	120	516	143	616
1	121	521	152	653
2	141	606	176	755
3	182	783	232	999
4	266	1,145	318	1,367
<u>Hancock County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	155	667	178	764
1	155	667	184	791
2	184	792	223	958
3	234	1,007	283	1,216
4	248	1,067	308	1,324
<u>Kennebec County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	601	162	698
1	140	601	166	713
2	169	725	207	891
3	226	973	275	1,182
4	231	994	291	1,251

Appendix C

Effective: 10/01/19-09/30/20

Non-Metropolitan FMR Areas

<u>Waldo County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	151	650	174	747
1	154	663	184	791
2	171	735	210	901
3	236	1,016	285	1,225
4	305	1,310	364	1,567

<u>Washington County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	127	547	150	644
1	127	547	150	644
2	155	666	193	832
3	195	840	244	1,049
4	204	877	264	1,134

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	141	608	164	705
1	156	670	186	798
2	198	852	237	1,018
3	249	1,073	298	1,282
4	362	1,558	422	1,815

<u>Cumberland Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	166	714	189	811
1	167	717	197	845
2	217	932	255	1,098
3	310	1,334	359	1,543
4	349	1,500	409	1,757

<u>Lewiston/Auburn MSA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	133	574	156	671
1	137	591	167	719
2	177	763	216	929
3	224	965	273	1,174
4	288	1,240	348	1,497

2019-2020 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2019 to September 30, 2020.**

APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
<p>NOTE: For each additional person add \$75 per month.</p> <p style="text-align: center;">(The applicable figures from Appendix A, <i>once adopted</i>, should be inserted here.)</p>						

APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	\$ 45.12	\$ 194
2	82.56	355
3	118.37	509
4	150.23	646
5	178.60	768
6	214.19	921
7	236.74	1,018
8	270.70	1,164
<p>NOTE: For each additional person add \$144 per month.</p>		

APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0				
1				
2				
3				
4				
<p style="text-align: center;">(The applicable figures from Appendix C, <i>once adopted</i>, should be inserted here.)</p>				

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

FOR MUNICIPAL USE ONLY

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is **\$1,475**. Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be **\$1,025**. Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$55
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

INVITATION TO BID

SUPPLYING OF HEATING and MOTOR FUELS

TO THE TOWNS OF

FAYETTE, MOUNT VERNON, READFIELD, WAYNE & RSU 38

The towns and schools of Fayette, Mount Vernon, Readfield, Wayne & RSU 38 (hereafter called "**Participating Members**" or "**Members**") are seeking bid prices to supply the heating oil (#2), and Diesel for the fiscal year beginning July 1, 2019 ending June 30, 2020. **LP Contract NOT AVAILABLE FOR BIDDING** Proposals for providing heating fuels and diesel for the 2020 fiscal year beginning July 1, 2020 and ending June 30th 2021 for the Participating Members will be received **ON TUESDAY February 11, 2020** at which time they will be publicly opened and discussed.

All Bids must be received either by e-mail or in person delivery. Bids may be e-mailed directly to the Fayette Town Manager Mark Robinson by sending to fayette@myfairpoint.net and must be **received** no later than 12:30 p.m. EST of the day chosen for the bid opening. The Towns of Fayette, Mount Vernon, Readfield, Wayne and RSU 38, reserve the right to reject any or all bids. Bidders may be present at the bid opening if so desired.

Mark Robinson
Fayette Town Manager
685-4373/512-0949
fayette@myfairpoint.net

Alexander Wright
Mount Vernon Town Administrator
293-2379
alexander@mtvernonme.org

Eric Dyer
Readfield Town Manager
685-4939
readfield.tmgr@roadrunner.com

Aaron Chrostowsky
Wayne Town Manager
685-4983
townmanager@waynemaine.org

Brigette Williams
Finance Director RSU 38
685-3336
brigette_williams@maranacook.org

STANDARD INSTRUCTIONS TO BIDDERS

1. The attached proposal is to be signed by the bidder, with full knowledge of and agreement with, the general specifications, conditions and requirements of this bid. The conditions set forth in this bid are to be considered minimum bid specifications. Any variance or deviation from the specifications, terms and conditions, no matter how slight must be noted on an attachment labeled "**Variations**". Failure to document such variances or deviations may, at the Participating Members sole discretions, disqualify the proposal from consideration.
2. The bidder shall insert in the attached proposal the price per stated unit.
3. In accordance with the provisions of 36 M.R.S.A. sec. 1760 et. Seq., the Participating Members are exempt from the payment of state taxes as well as all federal taxes and no such tax or taxes shall not be included in the bid prices.
4. The Participating Members reserves the right to reject any and all bids, wholly or in part; to waive technical defects, and to make awards in the manner deemed to be in the best interests of its Members.

SPECIFICATIONS FOR CONTRACT

Proposals for providing heating fuels and diesel for the 2020-21 fiscal year beginning July 1, 2020 and ending June 30th 2021 for the Participating Members will be accepted until **12:30 p.m. February 11th, 2020 at which time they will be publicly opened and discussed.**

Firms are requested to submit signed, written proposals giving fixed firm bids on the attached proposal form. It is the intent of the Participating Members to award a contract for the fiscal year to the selected firm. However, the members reserve the right to terminate the contract pursuant to Section#4 (Cancellation of Contract) of this invitation to bid.

Bidders are required to attach to their bid an outline of their qualifications, including a listing of municipalities, governmental organizations or school districts that they may have contracted with in recent years. In addition, bidders must indicate on the bid form the person who will act as their agent regarding authorization issues. This person will be empowered to make ***all authorized decisions on behalf of the vendor throughout the terms of this agreement.***

The Participating Members specifically reserve the rights to accept or reject any or all proposals, to negotiate with any vendor and to waive procedures or take any action that it considers to be in its best interest.

Questions regarding this bid should be referred, in writing, to:

**Mr. Mark Robinson, Town Manager
Town of Fayette
2589 Main Street
Fayette, Maine 04349**

Email: fayette@myfairpoint.net

207-685-4373 (office phone)
207-620-0263 (mobile phone)

REQUEST FOR PROPOSALS

The Participating Members invite qualified independent fuel oil dealers to submit proposals (bids) for supplying heating fuels.

I. GENERAL INFORMATION

The Town of Fayette is a Municipal Corporation of the State of Maine, with a Town Meeting/Board of Selectmen/Town Manager form of government. The Town uses approximately 4,200 gallons of #2 OIL and 14,000 gallons of diesel **including** its School Department and 3,800 of LP.

NOTE FOR FAYETTE Add 7000 gallons of #2 Heating Oil for school ONLY if YOUR price is \$2.25 per gallon or below.

The Town of Mount Vernon is a Municipal Corporation of the State of Maine with a Town Meeting/Board of Selectmen form of government. The Town uses approximately 4,500 gallons of heating fuels, **excluding** its elementary school.

The Town of Readfield is a Municipal Corporation of the State of Maine, with a Town Meeting/Board of Selectmen/Town Manager form of government. The Town uses approximately 2,750 gallons of #2 Oil, and 3,000 gallons of LP, **excluding** its School Department.

The Town of Wayne is a Municipal Corporation of the State of Maine, with a Town Meeting/Board of Selectmen/Town Manager form of government. The Town uses approximately 1,000 gallons of #2 Oil heating fuels, **excluding** its elementary school.

RSU 38 is an administrative school district for the Towns of Manchester, Mt. Vernon, Readfield and Wayne that provides educational opportunities for elementary, middle and high school students. RSU 38 operates under a Town Meeting/School Board/Superintendent form of government. As such, it is responsible for purchasing heating fuels for the needs of its member's elementary schools. The RSU 38 uses approximately 66,500 gallons of #2 heating fuels, 32,000 gallons of diesel. **DO NOT INCLUDE BID OF LP GAS FOR RSU 38**

1. PRICING-#2 HEATING OIL, AND Diesel

The Oil Dealer agrees to provide #2 Heating Oil, diesel and LP Gas to the Participating Members in the quantities listed on Attachment "A". **The life of this contract will run from July 1, 2020 to June 30, 2021** (though the majority of heating oil will be consumed in the months of October through April. The cost of delivery is to be included in quoted prices. Prices are to be quoted **3** (three) different ways with the Participating Members collectively selecting the method best suited to their needs:

A) Fixed Price-Meaning the prices quoted will not fluctuate throughout the terms of this agreement.

B) Any discounts for heating fuels purchased in quantities equal to "tank truck" (approx. 5,000 gallons at one time) delivery should be noted on the bid form. Also, payment terms, conditions or discounts such as 1% 10 days/net 30 should be noted on the bid form.

C) Due to the volatility of the oil market, the Participating Members will consider any other pricing methods that will ultimately reduce the overall cost of heating fuels over the contract period. Bidders should make notation of alternative pricing methods on the bid form. **Quoted prices are to remain in effect for 2 hours (2:30 p.m. EST) from the date of the bid opening.** The selected vendor will be required to maintain quoted prices for the duration of this agreement.

2. DELIVERY OF #2 HEATING OIL, AND Diesel

Bidder must agree that the delivery of heating fuel products will be set up on an "automatic delivery" schedule, with the exception of "tank truck" deliveries. This is a program where Participating Members receive products on a predetermined delivery basis without the need to order. In order to facilitate this process, Participating Members will advise the selected bidder of past delivery schedules and anticipated delivery dates.

3. CANCELLATION OF CONTRACT

For cause: In the event of a breach of the contract by the fuel oil vendor for unsatisfactory performance as assessed by any Participating District's management, or if the fuel oil vendor performs in a manner that precludes a town or the RSU from administering its functions in an effective manner, and if, after three (3) days following written notice thereof, the contractor has been unable to remedy such breach, or provide satisfactory performance, than a Participating District member, shall upon written notice to the vendor, be authorized to cancel this contract by giving a maximum of ten (10) days as the final termination date of the contract. **Under extraordinary circumstances, a Participating Member may terminate the contract with less than ten (10) days notice. This contract will be governed under the laws of the State of Maine**

4. OTHER CONSIDERATIONS

Under no circumstances will any member of the Participating District pay damages for the cancellation of the contract. Failure to comply with any of the terms and conditions of this Invitation to Bid by the awarded fuel oil vendor will be cause for termination of the "Contract" entered into. The Participating Members will not be responsible for any of the costs to the fuel oil vendor associated with the preparation of any Invitation to Bid Document.

Bidders are required to attach to their bid an outline of their qualifications, including a listing of municipalities, governmental organizations or school districts that they may have contracted with in recent years. In addition, bidders must indicate on the bid form the person who will act as their agent regarding authorization issues. This person will be empowered to make ***all authorized decisions on behalf of the vendor throughout the terms of this agreement.***

Name of Authorized Individual _____

Title of Authorized Individual _____

Declaration

I/We the UNDERSIGNED hereby declare that, I/we are the only person(s), firm or corporation interested in this proposal as principal; that it is made without any connection with any person(s), firm or corporation submitting a proposal for the same.

The UNDERSIGNED further declares that he/she has read and understood all conditions as outlined in this Request for Proposals and that the proposal is made in accordance with these conditions.

The UNDERSIGNED further declares that any person(s) employed by the Participating Districts, who has a direct or indirect personal or financial interest in this proposal, or in any profits, which may be derived there from, has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest, which you know of. An example of a direct interest would be a town/RSU employee who would be paid to perform services under this proposal. An example of an indirect interest would be a town/RSU employee who is related to any officers, employees, principals, or shareholders of your firm or you. If in doubt of status or interest, please disclose to the extent known.

Company Name:

Address:

Authorized Signature:

Print Name and Title:

Phone Number:

Date:

Emergency Phone Number(s):

Emergency Contact Person(s):

Federal Tax #

Note: Proposals must bear the handwritten signature of a duly authorized member or employee of an organization submitting the proposal legally authorized to bind the vendor to the contract.

Wayne Town Manager

From: Sean Goodwin <sean.goodwin@kcema.org>
Sent: Friday, February 14, 2020 12:23 PM
To: Fire Chiefs; Local EMA Directors; Police Departments; Town City Managers and Clerks
Subject: FW: NIMS 402 Training For Executive/Senior Officials *Wednesday, March 4th from 5:30 p.m. to 7:30 p.m.*

Hi

For those that missed the two 402 classes in Augusta, there will be a NIMS-402 class in Lewiston on March 4th, 2020 See enclosed email.

Have a great weekend.

Sean-Kennebec County EMA

From: Angela Molino <Amolino@androscoggincountymaine.gov>
Sent: Wednesday, February 12, 2020 2:30 PM
To: Allyson Hill <ahill@oxfordcounty.org>; Sarah Bennett Sagadahoc <sbennett@sagcounty.com>; Sean Goodwin <sean.goodwin@kcema.org>
Subject: NIMS 402 Training For Executive/Senior Officials *Wednesday, March 4th from 5:30 p.m. to 7:30 p.m.*

Good Afternoon,

Androscoggin County Emergency Management Agency is pleased to offer the following training opportunity: NIMS 402 scheduled for **Wednesday March 4th from 5:30 p.m. to 7:30 p.m.** The purpose of this course is to provide an orientation to the Incident Command System (ICS) for Executives and Senior Officials (including elected officials, city/county managers, agency administrators, department directors, etc.) This course will provide Executives/Senior Officials with the understanding of ICS principals and their role in supporting incident management. Please note: Executives and Senior Officials who have completed the training are not required to attend.

NIMS compliance is a requirement for grant recipients. In order for communities to be NIMS compliant and maintain eligibility for federal grants and funding, executives/senior officials are required to complete the NIMS/ICS 402 training. This course will meet that requirement, attendees will benefit from a classroom setting where they can ask questions and participate in group discussions. This course is approximately 2 hours in length. Feel free to forward this announcement to those you feel would benefit from this training.

The goal is to be in compliance for increased awareness and interoperability, not just to receive funding.

NIMS 402 training is scheduled for the following dates:

Wednesday March 4, 2020 from 5:30 to 7:30 PM

Deadline to register: February 28th Please register by responding to this e-mail indicating the Executive/Senior Officials wishing to attend.



Cybersecurity Resources

This resource area is for informational purposes. It is not meant, nor should it be relied upon, as legal advice in any particular situation. The information herein is not a substitute for consultation with legal counsel or other specific guidance on the subject. The documents, media reports and statutes are only current as of the dates of publication.

Presentations & Reports

- **[New Report: What Cities Should Know About Cybersecurity](#)** - National League of Cities, October 16, 2019
The National League of Cities released a 36-page report, "Protecting Our Data: What Cities Should Know About Cybersecurity." NLC wrote this report for local elected and appointed officials, especially those who may not have a background in cybersecurity or network management. It was completed in collaboration with the Public Technology Institute. The guide outlines 10 recommended first steps for city officials hoping to improve cybersecurity, includes case studies of local security breaches (including when NLC itself was hit by ransomware) and offers a checklist local IT directors can use to get started.
- **["Online is the Frontline" presented by Ryan Pinheiro, Director of IT, City of Saco](#)**
From the "How to Combat Phishing" session at the 2019 MMA Convention.

Handouts & Posters



- **[Poster: "Tips for Catching a Phish"](#)** - 8x10 printable flyer designed by the City of Saco IT Department

Other Resources

- **[Municipal Cybersecurity Resources and Tools - City of Saco](#)**

Federal and State Resources

- **[US Department of Homeland Security - CISA Cybersecurity](#)**
CISA leads the Nation's strategic and unified work to strengthen the security, resilience, and workforce of the cyber ecosystem to protect critical services and American way of life.
- **[CISA Cyber Essentials website](#)**
- **[CISA Cyber Essentials Guide](#)** (pdf)
- **[Maine Emergency Management Agency \(MEMA\) Cybersecurity website](#)**
- **[Cybersecurity Tips from the Maine Emergency Management Agency \(MEMA\)](#)**