

# AGENDA

## ITEM

4.

Public Hearing

## Appendix A

Appendix A is a listing of the overall maximum levels of assistance pertaining to all municipalities in Maine. These new overall maximum levels of assistance have been calculated on the basis of the 2008-2009 HUD Fair Market Rent (FMR) values that will become effective on October 1, 2008. These maximum levels of assistance are established by Maine General Assistance law (22 MRSA (4305(3-B))) and **cannot** be altered by action of the municipal officers.

Because HUD has reorganized certain localities, municipalities should first check to see in which locality they have been placed.

The following abbreviations may assist in your review of the maximums:

### Abbreviations:

Department of Housing and Urban Development (HUD)

Fair Market Rent (FMR)

HUD Metro FMR (HMFA)

Metropolitan Statistical Area (MSA)

## Appendix B

Appendix B is a listing of the maximum levels of assistance for food. These maximum levels are the same as the USDA 2008-2009 Thrifty Food Plan, which are presumed to be reasonable by regulation of the Department of Health and Human Services (DHHS). If the municipal officers wish to amend these maximum levels of food assistance, a local survey must be developed and provided to DHHS to justify the proposed alterations.

## Appendix C

Appendix C is a listing of the maximum levels of assistance for housing (both heated and unheated). These maximum levels were developed by MMA using 2008-2009 HUD Fair Market Rent values that include utility costs. Because the FMR numbers include utility and heating costs, the applicable average utility and heating allowances, as developed by the Maine State Housing Authority (MSHA), are subtracted from the FMR to obtain a pure "housing" cost. Because utility costs went up significantly this year but Fair Market Rents had only a minimal increase, our traditional calculation method resulted in maximum housing numbers that were lower than last year's. In the effort to avoid such a harsh result, we have subtracted last year's utility costs instead of this year's. In most cases, this has resulted in housing maximums that are slightly higher than last year's.

**What should your municipality do if the housing maximums contained in this packet are unreasonably low (or high) given the rental rates in your area?** First, the preferred option is to conduct a local rental survey. A local rental survey can be developed fairly easily, and municipalities should explore this option by contacting DHHS for guidance on conducting such a survey.

Another option is to forego adopting housing maximums (the law does not actually require housing maximums—the other two maximums, i.e., Appendix A and B, are required). If you are a municipality that has to perform “emergency analysis” each and every time an applicant requests housing assistance and you are not planning to perform a market survey (although you probably should), then perhaps working without housing maximums is an option.

Emergency analysis should be an exception, not “the rule.” If it has become the rule in your municipality, then the adoption of artificially low housing maximums is of no service to you (or your clients) and you might be better off with no housing maximums. Municipalities choosing to forego housing maximums must still adhere to the overall maximum and work an applicant’s budget accordingly. Such municipalities might choose to utilize the actual FMR provided by the federal government as a guide.

### **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.

### **Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA’s Publication Department, or visit our web site [www.memun.org](http://www.memun.org)).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS has made it easier by enclosing a self-addressed envelope for your use. DHHS will accept the enclosed “adoption sheet” as proof that a municipality has adopted the current GA maximums.

Finally, all general assistance forms and notices that the municipality intends to use must also be submitted to DHHS. If it is your intention to use MMA forms, and you have not already done so, simply state that intention to the Department when you submit your ordinance for DHHS filing. Remember, if you intend to use locally developed forms or notices, those forms should be submitted with your adopted ordinance. DHHS’s GA Unit address is:

The Department of Health and Human Services  
General Assistance Unit  
#11 State House Station (Whitten Road)  
Augusta, Maine 04333

# Appendix A

Effective: 10/01/08-10/01/09

COUNTY	1	2	3	4	5*
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	752	753	903	1155	1565
<b>York County HMFA:</b> Acton, Alfred, Arundel, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Shapleigh, Waterboro, Wells Biddeford, Saco, Sanford	687	714	909	1087	1186
	704	785	989	1255	1484

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

## Non-Metropolitan Areas

### Persons in Household

COUNTY	1	2	3	4	5*
<b>Aroostook County</b>	444	548	657	858	962
<b>Franklin County</b>	552	595	724	866	1123
<b>Hancock County</b>	602	695	808	1138	1171
<b>Kennebec County</b>	477	573	712	972	1038
<b>Knox County</b>	545	721	823	1114	1286
<b>Lincoln County</b>	659	709	855	1031	1179
<b>Oxford County</b>	460	611	704	938	1176
<b>Piscataquis County</b>	573	653	807	1024	1096
<b>Somerset County</b>	459	568	674	951	1009
<b>Waldo County</b>	642	688	831	1018	1083
<b>Washington County</b>	552	596	711	881	962

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

## Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. Through October 1, 2009, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	40.93	176
2	75.12	323
3	107.67	463
4	136.74	588
5	162.33	698
6	194.88	838
7	215.35	926
8	246.05	1,058

**Note: For each additional person add \$132 per month.**

## 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	Monthly
0	64	275	80	342	
1	72	332	98	421	
2	87	375	116	499	
3	114	490	150	644	
4	114	490	165	709	
<b>Franklin County</b>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	88	380	101	435	
1	90	386	106	460	
2	105	453	129	556	
3	124	533	153	657	
4	157	676	199	863	
<b>Hancock County</b>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	97	418	110	475	
1	108	464	126	540	
2	119	513	144	619	
3	175	751	205	883	
4	175	751	205	883	
<b>Kennebec County</b>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	73	313	85	367	
1	85	366	102	437	
2	103	442	119	538	
3	146	629	175	753	
4	146	629	182	782	

## UTILITIES (Appendix D)

### ELECTRIC

**NOTE:** For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households Without Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.20	\$82.50
5	\$21.00	\$90.00
6	\$22.70	\$97.50

**NOTE:** For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households With Electrically Heated Hot Water:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$16.30	\$70.00
2	\$18.60	\$80.00
3	\$21.00	\$90.00
4	\$23.30	\$100.00
5	\$25.60	\$110.00
6	\$27.90	\$120.00

**NOTE:** For each additional person add \$10.00 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

## HEATING FUEL (Appendix E)

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

*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.

**PERSONAL CARE & HOUSEHOLD SUPPLIES**  
**(Appendix F)**

<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

# AGENDA

## ITEM

5. a.

**CLINTON BOARD OF SELECTMEN  
TUESDAY, OCTOBER 14, 2008  
6:30 P.M.  
SELECTMEN'S ROOM, TOWN OFFICE**

**MINUTES**

**CALL TO ORDER:** Chairman Towne called the meeting to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE:** Chairman Towne led the Pledge of Allegiance.

**SELECTMEN PRESENT / QUORUM:** Chairman Jeff Towne, Vice Chair, Joseph Massey, Randy Clark, Chester Nutting, David Watson II. Also present Town Manager James Rhodes, Deputy Town Clerk Shirley Bailey, and Police Chief Charles Runnels.

**PUBLIC HEARING: NOVEMBER 4, 2008 SPECIAL TOWN MEETING  
WARRANT ARTICLES**

**Motion:** Selectman Clark move Board open the public hearing, second by selectman Nutting. Vote 5 – 0 Approved

There were no comments or questions received from the public at the public comment table.

**Motion:** Selectman Nutting move Board close the public hearing., second by selectman Clark. Vote 5 – 0 Approved

**ACTION ITEMS.**

**Approval of Selectmen's Minutes – September 23, 2008**

Selectman Clark moved Board approve minutes of the September 23, 2008, second by Selectman Nutting, Vote 4 - 0 Approved

**Appointment to the Library Board of Trustees**

Selectman Clark moved the Board appoint Katherine Russo as a Library Trustee for the term October 15, 2008 through June 30, 2009, second by Selectman Watson. Vote 5 – 0 Approved

**Appointment of Shirley J. Bailey, Deputy Town Clerk, as the Warden for the November 4, 2008 Presidential Election.**

Selectman Clark moved the Board appoint Shirley J. Bailey as the Warden for the November 4, 2008 Presidential Election, second by Selectman Watson. Vote 5 – 0 Approved

Appointment of Planning Board regular member.

Selectman Clark moved the Board appoint Myron Whittaker as a regular member of the Planning Board for the term October 15, 2008 through June 30, 2010.

Vote 5 – 0 Approved

DISCUSSION ITEMS: None

SUPPLEMENTS AND ABATEMENTS:

Supplement #3 – Property Omitted from the 2008 tax rolls. Selectman Clark move Board accept supplement #3, to David & Jayne White, in the amount of \$286.00, second by Selectman Nutting. Vote 5–0 Approved

Supplement #4 – Property Omitted from the 2008 tax rolls. Selectman Clark move Board accept supplement #4, to Maxim J. Cote, in the amount of \$264.19, second by Selectman Nutting. Vote 5-0 Approved

Abatement 2008 #9 – Omitted Homestead Exemption. Selectman Clark move Board accept abatement 2008 #9 in the amount of \$199.68, to James R. & Nancy Flewelling, second by Selectman Nutting. Vote 5-0 Approved

Abatement 2008 #10 – Omitted Homestead Exemption, Selectman Clark move Board accept abatement 2008 #10 in the amount of \$199.68, to Cory & Jennifer Pelletier, second by Selectman Nutting. Vote 5-0 Approved

Abatement 2008 #11 – Personal Property reported incorrectly, Selectman Clark move Board accept abatement 2008 #11 in the amount of 236.54, to Inergy Propane, LLC, seconded by Selectman Nutting. Vote 5 – 0 Approved

TOWN MANAGER'S REPORT: Town Manager Rhodes told the Board that Ernie Marriner's last day will be October 15, 2008.

**Expense Report.** This was reviewed and explained by the Town Manager Rhodes.

**Revenue Report.** Also reviewed and explained by Town Manager Rhodes.

OLD / NEW BUSINESS: None

WARRANT Selectman Clark moved the Board accept Warrant #25 in the amount of \$256,820.89, seconded by Selectman Nutting. Vote 5-0 Approved

Selectman Nutting asked to go back to Old Business again. He said that road closures should be given out to the town people. The street he was referring to was Spring Street. The Railroad still owns the property abutting James Wilbur. The Railroad doesn't want the liability of traffic on their property.

**NEXTAGENDA ITEMS:**

Public Hearing for General Assistance Maximums  
Information regarding Charles McIntyre court case

**ADJOURN:**

Selectman Nutting moved the Board adjourn, second by Selectman Clark.  
Vote 5 – 0 Approved Adjourned at 7:28 PM

Respectfully Submitted

Shirley J. Bailey  
Deputy Town Clerk

# AGENDA

## ITEM

5.b.

# GENERAL ASSISTANCE ORDINANCE

## APPENDICES A-C

### 2008-2009

The Municipality of Clinton adopts the MMA Model Ordinance GA Appendices (A-C) for the period of Oct. 1, 2008—Oct. 1, 2009. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the 28 (day) of October (month) 2008 (year) by the municipal officers:

<u>Jeffrey Towne</u> (Print Name)	_____ (Signature)
<u>Joseph Massey</u> (Print Name)	_____ (Signature)
<u>Randy Clark</u> (Print Name)	_____ (Signature)
<u>Chester Nutting</u> (Print Name)	_____ (Signature)
<u>Dave Watson II</u> (Print Name)	_____ (Signature)
_____ (Print Name)	_____ (Signature)

## Appendix A

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## UTILITIES (Appendix D)

### ELECTRIC

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5	\$25.60	\$110.00
6	\$27.90	\$120.00

**NOTE:** For each additional person add \$10.00 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

## HEATING FUEL (Appendix E)

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

*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.

**PERSONAL CARE & HOUSEHOLD SUPPLIES**  
**(Appendix F)**

<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
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3	\$23.30	\$100.00
4	\$27.90	\$120.00

**FOR MUNICIPAL USE ONLY**

# AGENDA

## ITEM

5.c.



Town of Clinton  
27 Baker Street

426-8511 phone

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## RESOLUTION 08-18 COMMENDATION AND THANKS

*For*  
Ernest C. Marriner

WHEREAS, Ernest C. Marriner has served the citizens of the Town of Clinton for over eight (8) years as the Town's Bookkeeper and Accountant; and

WHEREAS, Ernie brought to the Town of Clinton thirty-five (35) years of experience as a town and city manager in Maine and California and seventeen (17) years of experience as a bookkeeper for Readfield, Maine; and

WHEREAS, Ernie has proven to be a proficient and professional public servant in many areas of local government financial activities;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SELECTMEN OF THE TOWN OF CLINTON, that Ernest C. Marriner is commended for eight years of outstanding public service and support for the citizens of the Town of Clinton and thank-you for your dedicated service.

Sealed with the Seal of the Town of Clinton on this twenty-eighth day of October in the year Two Thousand Eight.

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Jeffrey Towne, Chairman

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Chester Nutting

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Joseph Massey

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David Watson II

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Randy Clark

