

**PUBLIC**

**HEARING**

**AGENDA**

**ITEM**

**4**

# MAINE MUNICIPAL ASSOCIATION

Legal Services  
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WILLIAM W. LIVENGOOD  
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SUSANNE F. PILGRIM

JOSEPH J. WATHEN  
(1957-1997)

To: Kennebec County Municipal Officials / Welfare Directors / G.A. Administrators

From: Kristin Collins, Staff Attorney

Re: 2009-2010 General Assistance Ordinance, Appendix C

Date: October 22, 2009

It has been brought to my attention that there was an error in the Appendix C (Housing Maximums) figures that were distributed with the annual amendments to the General Assistance Maximums. **For Kennebec County, the maximums given for Unheated Rent for 3 and 4 bedroom units should both be \$685 per month and \$159 per week.** The Kennebec County portion of Appendix C should therefore read as follows:

<u>Kennebec County</u>	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
Bedrooms				
0	79	339	91	392
1	93	399	109	468
2	113	484	135	580
3	159	685	187	805
4	159	685	195	840

A full, corrected version of Appendix C is available electronically at <http://www.memun.org/members/GA/ga.htm>.

This amendment should be adopted by the municipal officers as soon as possible, after seven days notice and public hearing. DHHS does not need to be sent proof that this amendment was adopted, as long as it has already received proof that the 2009 MMA General Assistance Maximums were adopted.

We apologize for this error. Please contact me if you have any questions.

## 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> Bedrooms	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0	66	284	83	359
1	80	343	103	441
2	90	385	121	521
3	120	517	160	686
4	120	517	172	738
<u>Franklin County</u>				
Bedrooms	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0	94	405	108	463
1	97	415	114	489
2	114	489	138	592
3	134	576	164	704
4	170	732	214	921
<u>Hancock County</u>				
Bedrooms	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0	104	449	118	506
1	117	503	134	578
2	130	557	154	663
3	190	819	221	952
4	190	819	221	952
<u>Kennebec County</u>				
Bedrooms	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0	79	339	91	392
1	93	399	109	468
2	113	484	135	580
3	159	685	187	805
4	159	685	195	840

# AGENDA

## ITEM

5.a.

**CLINTON BOARD OF SELECTMEN  
TUESDAY, OCTOBER 27, 2009  
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 David Watson, Randy Clark, Geraldine Dixon, and Justin Cote. Also present Town Manager James Rhodes and Deputy Town Clerk Shirley Bailey.

**ACTION ITEMS.**

**Approval of Selectmen's Minutes – October 13, 2009**

Selectman Clark moved Board approve the minutes of the October 13, 2009 meeting second by Selectman Watson. Vote 4 – 1 Approved. 1 abstained.

**Fire Department request to spend \$5,500 to rebuild the transmission on the American LaFrance Pumper .**

Fire Chief, Gary Petley gave the Board an update on the condition of the Pumper. There were no questions from the Selectmen.

Selectman Clark moved Board authorize the Fire Department spend \$5,500 from the maintenance account 04-007-03 to rebuild the transmission on the 1968 American LaFrance Pumper, second by Selectman Dixon. Vote 5 – 0 Approved

**DISCUSSION ITEMS:**

Crosswalks - To be discussed at next meeting.

Railroad Crossing – To be discussed at next meeting.

Charter Revisions – To be discussed at next meeting.

Shingle Disposal Fee - Transfer Station Director Gerald Howard explained disposal fees and PERC credits.

Selectman Watson: Dog Ordinance – Police Chief Runnels explained the State Law requires the Animal Control Officer to see the animal on someone else's property. Owner of property must write a written complaint before the Animal Control Officer can take action.

**AGENDA**

**ITEM**

**5.b.**



Town of Clinton

27 Baker Street

426-8511 phone

Clinton, ME 04927

426-8323 fax

## RESOLUTION 09-14

### TOWN MANAGER'S SUBMISSION OF THE 5-YEAR CAPITAL IMPROVEMENT PROGRAM

WHEREAS, Town Charter, Article V, Section 5.04 (a) specifies that the Town Manager shall prepare and submit to the Board of Selectmen and Budget Committee a five year Capital Improvement Program at least two (2) months prior to the final date for submission of the budget to the Board of Selectmen and Budget Committee; and

WHEREAS, the FY 10 / 11 proposed Municipal Budget is scheduled for submission to the Board of Selectmen on December 22, 2009 and the Budget Committee on December 21, 2009; and

WHEREAS, the 5-Year Capital Improvement Program was submitted to the Budget Committee on November 9, 2009.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SELECTMEN OF THE TOWN OF CLINTON, that the Town Manager's submission of the 5-Year Capital Improvement Program to the Board of Selectmen is acknowledged.

Sealed with the Seal of the Town of Clinton on this tenth day of November in the year Two Thousand Nine.

\_\_\_\_\_  
Jeffrey Towne, Chairman

\_\_\_\_\_  
Geraldine Dixon

\_\_\_\_\_  
David Watson II

\_\_\_\_\_  
Justin Cote

\_\_\_\_\_  
Randy Clark

TOWN OF CLINTON  
FIVE-YEAR CAPITAL IMPROVEMENT PLAN SUMMARY SHEET

	A	B	C	D	E	F	G	H	I
1				<b>FY 10 / 11</b>					
2	11/9/2009	<b>Reserve Fund</b>	<b>Equipment</b>	<b>Funding</b>					
3	<b>Departments:</b>	<b>Balance</b>	<b>Rotation</b>	<b>Source</b>	<b>FY 10 / 11</b>	<b>FY 11 / 12</b>	<b>FY 12 / 13</b>	<b>FY 13 / 14</b>	<b>FY 14 / 15</b>
4									
5	<b>1. Administration</b>								
6									
7	1. Town Office Roof	\$22,931.71	N/A		\$0.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8									
9	<b>2. Fire Department</b>								
10									
11	1. FD Vehicles & Equipment	\$45,852.18	10-Years		\$0.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
12	2. Communications Upgrade	\$6,000.00	6-10 Years		\$0.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
13	3. Turnout Gear Replacement	\$9,561.75	5-10 years		\$0.00	\$ 9,900.00	\$ 10,350.00	\$ 9,125.00	\$ 9,125.00
14									
15	<b>3. Police Department</b>								
16									
17	1. Police Cruiser 2005	\$64.52	3 years		\$0.00	\$26,000.00	\$0.00	\$0.00	\$0.00
18	2. Police Cruiser 2008		3 years		\$0.00	\$0.00	\$0.00	\$26,000.00	\$0.00
19									
20	<b>4. Transfer Station / Recycling</b>								
21									
22	1. Concrete Slab		N/A	Annual Budget	\$9,000.00				
23	2. Forklift 2006	\$8,734.78	10 Years		\$0.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
24	3. Recycling Bailer	\$6,902.22	12 Years		\$0.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
25									
26	<b>5. Highway Department</b>								
27									
28	1. Truck (2004)	\$5,113.16	5 years		\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
29	2. Tractor (1993)	\$11,056.61	10 years		\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
30	3. Backhoe / Loader (1999)	\$11,356.09	10 years		\$0.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
31	4. Sander / Hopper	\$2,000.00	8 years		\$0.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
32									
33	<b>6. Road Commissioner</b>								
34									
35	1. Road Reconstruction / Paving		N/A	Annual Budget	\$190,027.00	\$ 200,000.00	\$ 210,000.00	\$ 220,000.00	\$ 230,000.00
36									
37	<b>7. Cemetery Committee</b>								
38									
39	1. Repairs to Headstones	\$10,000.00	N/A		\$0.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
40									
41	<b>TOTALS</b>	<b>\$139,573.02</b>			<b>\$ 199,027.00</b>	<b>\$ 290,900.00</b>	<b>\$ 275,350.00</b>	<b>\$ 310,125.00</b>	<b>\$ 294,125.00</b>
42									
43	<b>Source of Funds</b>								
44	EXCISE TAX			\$133,063.00	67%				
45	STATE URIP FUNDS			\$56,964.00	29%				
46	PROPERTY TAX			\$9,000.00	4%				
47	SURPLUS			\$0.00					
48	<b>TOTAL</b>			<b>\$199,027.00</b>					

# CAPITAL IMPROVEMENT PROJECT REQUEST

## (EXCLUDING EQUIPMENT)

### FORM B

**Department: Administration**

**Contact Person: Town Manager**

**1. Project Title:**

Town Office Roof

**2. Purpose of Project Request**

- Add a new item to the program
- Delete an item in a year already a part of the program
- Modify a project already in the adopted program

**Description:**

Project will begin setting funds aside in a reserve account to replace the existing roof with either asphalt shingles or metal.

**Justification & Useful Life:**

The current Town Office roof shingles are deteriorating in sections exposed to the sun.

Useful Life: Asphalt shingles = 25 Years  
Metal = 50-75 years

**Cost & Recommended Sources of Financing:**

<b>Budget FY Financing</b>	<b>Total</b>	<b>TM Recommends</b>	<b>Recommended Sources of</b>
Program FY 10-11:	\$1,000	\$0.00	Surplus to Reserve Account
Program FY 11-12:	\$1,000		Surplus to Reserve Account
Program FY 12-13:	\$1,000		Surplus to Reserve Account
Program FY 13-14:	\$1,000		Surplus to Reserve Account
Program FY 14-15:	\$1,000		Surplus to Reserve Account
Total Five Years:	\$5,000		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: Fire Department		Contact Person: Gary Petley	
1. Project Title:  Ambulance Re-Mount	2. Cost	Total	
	Purchase Price:	\$75,000	
3. Form of Acquisition: Purchase <input checked="" type="checkbox"/> Rental <input type="checkbox"/>	4. Number of Similar Items in Inventory <u>1</u>		
5. Number of Units Requested: <u>1</u>	6. Estimated use of Requested Item(s)		
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Schedule Replacement <input type="checkbox"/> Present Equipment Obsolete <input type="checkbox"/> Replace worn-out equipment <input type="checkbox"/> Reduce personnel time <input type="checkbox"/> Expanded Service <input type="checkbox"/> New Operation <input type="checkbox"/> Increased Safety <input type="checkbox"/> Improve procedures, records	Weeks per year: 52  Average hours per day used: 4-hours  Estimated useful life in years: 10-years		

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
Ford 350 Chasis		2002	\$2,500	Minimal

**9. Recommended Disposition of Replacement Item(s)**

Possible use by other departments     Trade-In  
 Sale

**10. Cost & Recommended Sources of Financing:**

Budget FY Sources of Financing	Total	TM Recommends	Recommended
Program FY 10-11:	\$15,000	\$0.00	Surplus to Reserve
Program FY 11-12:	\$15,000		Surplus to Reserve
Program FY 12-13:	\$15,000		Surplus to Reserve
Program FY 13-14:	\$15,000		Surplus to Reserve
Program FY 14-15:	\$15,000		Surplus to Reserve
Total Five Years:	\$75,000		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: Fire Department

Contact Person: Gary Petley

**1. Project Title:**

Communications Equipment Replacement Program.

**2. Cost**

Total

Purchase Price

\$30,000

**3. Form of Acquisition:**

Purchase  Rental

**4. Number of Similar Items in Inventory:**

1 Base Radio and 30 pagers

**5. Number of Units Requested:** \_\_\_\_\_

**6. Estimated use of Requested Item(s)**

52 Weeks per year

**7. Purpose of Expenditure (check appropriate)**

- Schedule Replacement
- Present Equipment Obsolete over time
- Replace worn-out equipment over time
- Reduce personnel time
- Expanded Service
- New Operation
- Increased Safety
- Improve procedures, records

365 days per year.

Estimated useful life in years:

Base Station 10 years

Pagers 6 to 7 years

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
1. Motorola MTR 2000 Base Station		2007		
2. Motorola Monitor 5 Pagers (30 ea)		2007		

**9. Recommended Disposition of Replacement Item(s)**

\_\_\_\_\_ Possible use by other departments \_\_\_\_\_ X If possible Trade-In  
 \_\_\_\_\_ Sale

**10. Cost & Recommended Sources of Financing:**

Budget FY Sources of Financing	Total	TM Recommends	Recommended
Program FY 10-11:	\$3,000	\$0.00	Surplus to Reserve
Program FY 11-12:	\$3,000		Surplus to Reserve
Program FY 12-13:	\$3,000		Surplus to Reserve
Program FY 13-14:	\$3,000		Surplus to Reserve
Program FY 14-15:	\$3,000		Surplus to Reserve
Total Five Years:	\$15,000		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: Fire Department

Contact Person: Gary Petley

**1. Project Title:**

Turn-Out Gear Replacement (Pants & Coat)

**2. Cost**

Per Unit

Total

Purchase Price

\$1,575

\$9,450

**3. Form of Acquisition:**

Purchase  Rental

**4. Number of Similar Items in Inventory** 30

**5. Number of Units Requested:** 6

**6. Estimated use of Requested Item(s)**

**7. Purpose of Expenditure (check appropriate)**

- Schedule Replacement
- Present Equipment Obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded Service
- New Operation
- Increased Safety
- Improve procedures, records

Used during fires and training.

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
Sucuritex Turn-Out Gear		2002		

**9. Recommended Disposition of Replacement Item(s)**

\_\_\_\_\_ Possible use by other departments \_\_\_\_\_ Trade-In  
 \_\_\_\_\_ Sale ( NFPA Standards require removal from service at 10 years. )

**10. Cost & Recommended Sources of Financing:**

Budget FY Sources of Financing	Total	TM Recommends	Recommended
Program FY 10-11:	\$9,450 (6 sets)	\$0.00	Surplus to Reserve
Program FY 11-12:	\$9,900 (6 sets)		Surplus to Reserve
Program FY 12-13:	\$10,350 (6 sets)		Surplus to Reserve
Program FY 13-14:	\$9,125 (5 sets)		Surplus to Reserve
Program FY 14-15:	\$9,375 (5 sets)		Surplus to Reserve
Total Five Years:	\$48,200		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department Police		Contact Person: Police Chief	
<b>1. Project Title:</b>  Police Cruiser	<b>2. Cost</b>	<b>Per Unit</b>	\$26,000
<b>3. Form of Acquisition:</b>  Purchase	<b>4. Number of Similar Items in Inventory: 2</b>		
<b>5. Number of Units Requested: 1</b>	<b>6. Estimated use of Requested Item(s)</b>		
<b>7. Purpose of Expenditure (check appropriate)</b> <input checked="" type="checkbox"/> Schedule Replacement <input checked="" type="checkbox"/> Past Scheduled Replacement <input checked="" type="checkbox"/> Replace worn-out equipment <input type="checkbox"/> Reduce personnel time <input type="checkbox"/> Expanded Service <input type="checkbox"/> New Operation <input checked="" type="checkbox"/> Increased Safety <input type="checkbox"/> Improve procedures, records	52 Weeks per year.  For the weeks used, estimate: 8-12 hours per each day for 5 days and 8 hours each day for 2 days.  Estimated useful life in years: 3		

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
1. Chevrolet	Impala	2005	\$4,875.24	Yes
2. Ford	Crown Vic	2008	\$1,300.00	No

The 2005 has 90,899 miles on it as of 10/30/09.

The 2008 has 28,843 miles on it as of 10/30/09.

**9. Recommended Disposition of Replacement Item(s)**

\_\_\_\_\_ Possible use by other departments, \_\_\_\_\_ X \_\_\_\_\_ Trade-In,  
 \_\_\_\_\_ Sale

**10. Cost & Recommended Sources of Financing:**

Budget FY	Total	Recommended
<b>Sources of Financing</b>		
Program FY 10-11:	\$ 0.00	
Program FY 11-12:	\$ 26,000 (1)	Annual Budget
Program FY 12-13:	\$ 0.00	
Program FY 13-14:	\$ 26,000 (2)	Annual Budget
Program FY 14-15:	\$ 0.00	
Total Five Years:	\$52,000	

**CAPITAL IMPROVEMENT PROJECT REQUEST**

**(EXCLUDING EQUIPMENT)**

**FORM B**

**Department: Transfer Station / Recycling Center    Contact Person: Gerald Howard**

**1. Project Title:**

Concrete Slab for Scale Approach.

**2. Purpose of Project Request**

- Add a new item to the program
- Delete an item in a year already a part of the program
- Modify a project already in the adopted program

**Description:**

90' x 16'x 6" (26.67 cubic yards)

**Justification & Useful Life:**

The truck approach to the scales needs to be replaced with concrete to withstand the heavy loads of the trucks using the scales.

**Cost & Recommended Sources of Financing:**

<b>Budget FY</b>	<b>Total</b>	<b>Recommended Sources of Financing</b>
Program FY 10-11	\$9,000	Annual Budget
Program FY 11-12		
Program FY 12-13		
Program FY 13-14		
Program FY 14-15		
<b>Total Five Years:</b>	<b>\$9,000</b>	

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: TS / Recycling Center		Contact Person: Gerald Howard																
<b>1. Project Title:</b>  Forklift	<b>2. Cost</b> <table border="0" style="width:100%"> <tr> <td style="width:60%"></td> <td style="width:20% text-align:center">Per Unit</td> <td style="width:20% text-align:center">Total</td> </tr> <tr> <td>Purchase Price: \$36,000</td> <td></td> <td></td> </tr> <tr> <td>Less: Trade-in: \$2,000</td> <td></td> <td></td> </tr> <tr> <td>Net Purchase Cost: \$34,000</td> <td></td> <td></td> </tr> <tr> <td>Town of Benton pays 45%</td> <td></td> <td></td> </tr> </table>				Per Unit	Total	Purchase Price: \$36,000			Less: Trade-in: \$2,000			Net Purchase Cost: \$34,000			Town of Benton pays 45%		
		Per Unit	Total															
Purchase Price: \$36,000																		
Less: Trade-in: \$2,000																		
Net Purchase Cost: \$34,000																		
Town of Benton pays 45%																		
<b>3. Form of Acquisition:</b> Purchase <input checked="" type="checkbox"/> Rental <input type="checkbox"/>	<b>4. Number of Similar Items in Inventory</b> <u>1</u>																	
<b>5. Number of Units Requested:</b> <u>1</u>	<b>6. Estimated use of Requested Item(s)</b>  52 Weeks per year.  For the weeks used, estimate: 12 hours per week  Estimated useful life in years: 10 years																	
<b>7. Purpose of Expenditure (check appropriate)</b> <input checked="" type="checkbox"/> Schedule Replacement <input type="checkbox"/> Present Equipment Obsolete <input type="checkbox"/> Replace worn-out equipment <input type="checkbox"/> Reduce personnel time <input type="checkbox"/> Expanded Service <input type="checkbox"/> New Operation <input type="checkbox"/> Increased Safety <input type="checkbox"/> Improve procedures, records																		

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
A. Forklift model 7FGU18	Toyota	2006	Normal	None

**9. Recommended Disposition of Replacement Item(s)**

\_\_\_\_\_ Possible use by other departments \_\_\_\_\_ X \_\_\_\_\_ Trade-In  
 \_\_\_\_\_ Sale

**10. Cost & Recommended Sources of Financing:**

<b>Budget FY</b>	<b>Total</b>	<b>TM Recommends</b>	<b>Recommended</b>
<b>Sources of Financing</b>			
Program FY 10-11:	\$2,000	\$0.00	Surplus to Reserve
Program FY 11-12:	\$2,000		Surplus to Reserve
Program FY 12-13:	\$2,000		Surplus to Reserve
Program FY 13-14:	\$2,000		Surplus to Reserve
Program FY 14-15:	\$2,000		Surplus to Reserve
<b>Total Five Years:</b>	<b>\$10,000</b>		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: TS / Recycling Center

Contact Person: Gerald Howard

**1. Project Title:**  
Recycling Bailer

<b>2. Cost</b>	<b>Per Unit</b>	<b>Total</b>
Purchase Price: \$20,000		

**3. Form of Acquisition:**  
Purchase  Rental

**4. Number of Similar Items in Inventory** 1

**5. Number of Units Requested:** 1

**6. Estimated use of Requested Item(s)**

**7. Purpose of Expenditure (check appropriate)**

- Schedule Replacement
- Present Equipment Obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded Service
- New Operation
- Increased Safety
- Improve procedures, records

52 Weeks per year.  
For the weeks used, estimate: 15 hours  
Estimated useful life in years: 12 years

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns

**9. Recommended Disposition of Replacement Item(s)**

Possible use by other departments       Trade-In  
 Sale       Retain

**10. Cost & Recommended Sources of Financing:**

Budget FY Sources of Financing	Total	TM Recommends	Recommended
Program FY 10-11:	\$4,000	\$0.00	Surplus
Program FY 11-12:	\$4,000		Surplus
Program FY 12-13:	\$4,000		Surplus
Program FY 13-14:	\$4,000		Surplus
Program FY 14-15:	\$2,000		Surplus
Total Five Years:	\$18,000		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: Highway                      Contact Person: Clayton Pierce	
<b>1. Project Title:</b>  450 Super Duty Ford One Ton and a Half Four by Four Plow / Dump Truck	<b>2. Cost</b>  Purchase Price                                      \$50,000  Less: Trade-in or Other discount  Net Purchase Cost                                      \$50,000  Total
<b>3. Form of Acquisition:</b> Purchase <u>  X  </u> Rental <u>      </u>	<b>4. Number of Similar Items in Inventory</b> <u>      1      </u>
<b>5. Number of Units Requested:</b> <u>  1  </u>	<b>6. Estimated use of Requested Item(s)</b> <u>  52  </u> Weeks per year <u>      </u> Approx. months (if seasonal)  For the weeks used, estimate: 274 average miles  Estimated useful life in years: 5 years
<b>7. Purpose of Expenditure (check appropriate)</b> (x ) Schedule Replacement ( ) Present Equipment Obsolete ( ) Replace worn-out equipment ( ) Reduce personnel time ( ) Expanded Service ( ) New Operation ( ) Increased Safety ( ) Improve procedures, records	

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
Dump Truck/plow	Ford 350	2004	\$2,000 annual	2 to 3 annual

**9. Recommended Disposition of Replacement Item(s)**

Possible use by other departments     Trade-In  
 Sale

**10. Cost & Recommended Sources of Financing:**

<b>Budget FY</b>	<b>Total</b>	<b>TM Recommends</b>	<b>Recommended</b>
<b>Sources of Financing</b>			
Program FY 10-11:	\$5,000	\$0.00	Surplus to Reserve
Program FY 11-12:	\$10,000		Surplus to Reserve
Program FY 12-13:	\$10,000		Surplus to Reserve
Program FY 13-14:	\$10,000		Surplus to Reserve
Program FY 14-15:	\$10,000		Surplus to Reserve
<b>Total Five Years:</b>	<b>\$45,000</b>		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: Highway

Contact Person: Clayton Pierce

**1. Project Title:**

B3030 4 x 4 Kubota Tractor w/72" Plow # B  
2775 w/Hard Cab Package

**2. Cost**

Total

Purchase Price

\$27,000

Less: Trade-in

Net Purchase Cost

\$27,000

**3. Form of Acquisition:**

Purchase  Rental

**4. Number of Similar Items in Inventory** 1

**5. Number of Units Requested:** \_\_\_\_\_

**6. Estimated use of Requested Item(s)**  
52 Weeks per year.

**7. Purpose of Expenditure (check appropriate)**

- Schedule Replacement
- Present Equipment Obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded Service
- New Operation
- Increased Safety
- Improve procedures, records

For the weeks used, estimate: 8 Average hours per day used.

Estimated useful life in years : 10 Years

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
1. Sidewalk Tractor	1993	15		

**9. Recommended Disposition of Replacement Item(s)**

Possible use by other departments     Trade-In  
 Sale

**10. Cost & Recommended Sources of Financing:**

Budget FY Sources of Financing	Total	TM Recommends	Recommended
Program FY 10-11:	\$5,000	\$0.00	Surplus to Reserve
Program FY 11-12:	\$5,000		Surplus to Reserve
Program FY 12-13:	\$5,000		Surplus to Reserve
Program FY 13-14:	\$5,000		Surplus to Reserve
Program FY 14-15:	\$5,000		Surplus to Reserve
Total Five Years:	\$25,000		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: Highway

Contact Person: Clayton Pierce

**1. Project Title:**

John Deere 4 x 4 410G loader/backhoe with 24 " tooth bucket and a 48" ditching bucket system.

**2. Cost**

Total

Purchase Price

\$70,000

Less: Trade-in

Net Purchase Cost

\$70,000

**3. Form of Acquisition:**

Purchase  X  Rental

**4. Number of Similar Items in Inventory** 1

**5. Number of Units Requested:** 1

**6. Estimated use of Requested Item(s)**  
52 Weeks per year.

**7. Purpose of Expenditure (check appropriate)**

- Schedule Replacement
- Present Equipment Obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded Service
- New Operation
- Increased Safety
- Improve procedures, records

For the weeks used, estimate: 2 Average hours per day used.

Estimated useful life in years: 10

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
Back-Hoe / loader	New Holland	8-years		

**9. Recommended Disposition of Replacement Item(s)**

Possible use by other departments     Trade-In  
 Sale

**10. Cost & Recommended Sources of Financing:**

Budget FY Sources of Financing	Total	TM Recommends	Recommended
Program FY 10-11:	\$8,000	\$0.00	Surplus to Reserve
Program FY 11-12:	\$10,000		Surplus to Reserve
Program FY 12-13:	\$10,000		Surplus to Reserve
Program FY 13-14:	\$10,000		Surplus to Reserve
Program FY 14-15:	\$10,000		Surplus to Reserve
Total Five Years:	\$48,000		

**CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL**

**FORM A**

Department: highway		Contact Person: Clayton Pierce	
<b>1. Project Title:</b>  Swenson Sander / Hopper	<b>2. Cost</b>	Total	
	Purchase Price	\$10,000	
	Less: Trade-in		
	Net Purchase Cost	\$10,000	
<b>3. Form of Acquisition:</b> Purchase <input checked="" type="checkbox"/> Rental <input type="checkbox"/>	<b>4. Number of Similar Items in Inventory</b> <u>1</u>		
<b>5. Number of Units Requested:</b> <u>1</u>	<b>6. Estimated use of Requested Item(s)</b> 22 Weeks per year.  For the weeks used, estimate 12 Average hours per day used. Based on snow.  Estimated useful life in years: 8-years		
<b>7. Purpose of Expenditure (check appropriate)</b> <input checked="" type="checkbox"/> Schedule Replacement <input type="checkbox"/> Present Equipment Obsolete <input type="checkbox"/> Replace worn-out equipment <input type="checkbox"/> Reduce personnel time <input type="checkbox"/> Expanded Service <input type="checkbox"/> New Operation <input type="checkbox"/> Increased Safety <input type="checkbox"/> Improve procedures, records			

**(OVER)**

**8. Replaced Item(s)**

Item	Make	Age	Maint. Cost	Breakdowns
Sander	Swenson	4	Normal	None

**9. Recommended Disposition of Replacement Item(s)**

\_\_\_\_\_ Possible use by other departments \_\_\_\_\_ Trade-In

\_\_\_\_\_ Sale. Retain for emergencies: X

**10. Cost & Recommended Sources of Financing:**

Budget FY Sources of Financing	Total TM Recommends	Recommended
Program FY 10-11:	\$2,000	\$0.00 Surplus to Reserve
Program FY 11-12:	\$2,000	Surplus to Reserve
Program FY 12-13:	\$2,000	Surplus to Reserve
Program FY 13-14:	\$2,000	Surplus to Reserve
Program FY 14-15:	\$2,000	Surplus to Reserve
Total Five Years:		

FY 2010 / 2011  
Road Reconstruction / Paving  
Cost Estimates  
11/9/09

1. Goodrich Road:

238 Tons Asphalt @ 82.50 per ton	=	\$19,635
1" Overlay on previously paved base		
200 gals HFMS-1 Tack Coat @ 8.00	=	<u>\$ 1,600</u>
TOTAL		<b>\$21,235</b>

2. Hill Road:

370 Tons Asphalt @ 82.50 per ton	=	\$30,525
1" Overlay on previously paved base		
350 gals HFMS-1 Tack Coat @ 8.00	=	<u>\$ 2,800</u>
TOTAL		<b>\$33,325</b>

3. Hill Road .95 mile from end of previous  
year's paving to Canaan Town Line:

Reclaim (Includes FG) 12,262 SY @ \$1.75 / SY	=	\$ 21,459
1,347 Tons 19MM Asphalt @ 82.50	=	\$ 111,128
Butt Joints/Aprons 160 sy @ 18.00	=	<u>\$ 2,880</u>
TOTAL	=	<b>\$ 135,467</b>

TOTAL FY 10 / 11 Estimate = **\$190,027**

SOURCE of FUNDS

State URIP: \$	56,964
Excise Tax: \$	<u>133,063</u>
Total: \$	<b>190,027</b>

# CAPITAL IMPROVEMENT PROJECT REQUEST

## (EXCLUDING EQUIPMENT)

### FORM B

Department: Cemetery Contact Person: \_\_\_\_\_

**1. Project Title:**

Repair, Restoration & Cleaning of  
Cemetery Grave Stones

**2. Purpose of Project Request**

- Add a new item to the program
- Delete an item in a year already a part of the program
- Modify a project already in the adopted program

**Description:**

This project adds money to the cemetery reserve account for future use to repair, restore, 7 clean existing grave marker stones in the seven (7) town cemeteries.

**Justification & Useful Life:**

Over a period of time grave markers become damaged, displaced, or discolored. To keep the cemeteries in a neat appearance this project would be applied approximately every five (5) years.

**Cost & Recommended Sources of Financing:**

<b>Budget FY Financing</b>	<b>Total</b>	<b>TM Recommends</b>	<b>Recommended Sources of</b>
Program FY 10-11	\$5,000	\$0.00	Surplus to Reserve
Program FY 11-12	\$5,000		Surplus to Reserve
Program FY 12-13	\$5,000		Surplus to Reserve
Program FY 13-14	\$5,000		Surplus to Reserve
Program FY 14-15	\$5,000		Surplus to Reserve
Total Five Years:	\$25,000		

# AGENDA

## ITEM

5.c.

CERTIFICATE OF APPOINTMENT  
(Title 30, M.R.S.A. 2253)

## Selectmen's Office

MUNICIPALITY OF CLINTON

November 10, A.D. 2009

To **Katie Foss** of Clinton the County of Kennebec and the State of Maine: There being a vacancy in the position of **Parks and Recreation Board** regular member, the Selectmen of the Municipality of Clinton do, in accordance with the provisions of the law of the State of Maine, hereby appoint you as a regular member Parks and Recreation Board within and for the Municipality of Clinton, such appointment to be effective from November 12, 2009 until June 30, 2012.

Given under our hand this 10th day of November, 2009.

By The Board of Selectmen of Clinton, Maine

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STATE OF MAINE

County of Kennebec

\_\_\_\_\_, 2009

Personally appeared the above named Katie Foss who has been duly appointed by the Selectmen as a Parks and Recreation Board Regular Member in said Municipality, and took the oath necessary to qualify her to discharge said duties for the term specified above according to law. Before me,

\_\_\_\_\_ Municipal Clerk

**This Certificate and the Certificate of Oath shall be returned  
to the Municipal Clerk for filing.**

# TOWN OF CLINTON

## COMMITTEE LETTER OF INTENT

**DATE:** 10-13-09

**NAME:** Katie Foss

**PHONE:** 426-9146

**ADDRESS:** P.O. Box 216  
Clinton, Maine 04927

**COMMITTEE OR BOARD OF INTEREST:**

Parks and Recreation

**PLEASE INDICATE WHY YOU WOULD LIKE TO SERVE, AND ANY PREVIOUS BOARD OR COMMITTEE EXPERIENCE:**

I would like to join the parks and rec. committee to be of help in the best way I can. I have lived in Clinton for almost six years seen the town go through changes, good and bad. I would like to be a part of the committee in hopes to continue make help parks and rec. continue to do good for our town. I am a well know volunteer and substitute at my kids school. I am an assistant cheerleading coach for Clinton Variety. I am also a Brownie Troop Girl Scout Leader. As you can see I am very involved with organizations and in my kids. I feel I could be a good asset to this committee. I am also an active member of Clinton Elementary's PTO.

# AGENDA

## ITEM

5.d.

CERTIFICATE OF APPOINTMENT  
(Title 30, M.R.S.A. 2253)

Selectmen's Office

MUNICIPALITY OF CLINTON

November 10, A.D. 2009

To **Willie Mooney** of Clinton the County of Kennebec and the State of Maine: There being a vacancy in the position of **Parks and Recreation Board** regular member, the Selectmen of the Municipality of Clinton do, in accordance with the provisions of the law of the State of Maine, hereby appoint you as a regular member Parks and Recreation Board within and for the Municipality of Clinton, such appointment to be effective from November 12, 2009 until June 30, 2012.

Given under our hand this 10th day of November, 2009.

By The Board of Selectmen of Clinton, Maine

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

STATE OF MAINE

County of Kennebec

\_\_\_\_\_, 2009

Personally appeared the above named Willie Mooney who has been duly appointed by the Selectmen as a Parks and Recreation Board Regular Member in said Municipality, and took the oath necessary to qualify him to discharge said duties for the term specified above according to law. Before me,

\_\_\_\_\_ Municipal Clerk

**This Certificate and the Certificate of Oath shall be returned to the Municipal Clerk for filing.**

# TOWN OF CLINTON

## COMMITTEE LETTER OF INTENT

**DATE:** 11/3/09

**NAME:** Willie Moorely

**PHONE:** 207 426-2775

**ADDRESS:** 15 1911 Road H1

**COMMITTEE OR BOARD OF INTEREST:**

Sec

**PLEASE INDICATE WHY YOU WOULD LIKE TO SERVE, AND ANY PREVIOUS BOARD OR COMMITTEE EXPERIENCE:**

Like working with people.

# AGENDA

## ITEM

6.a.

# State of Maine

## Guidelines for Crosswalks

Crosswalks are marked areas where pedestrians can safely cross a roadway. By law in the State of Maine (Title 29-A Subsection 2056,4) any vehicle must yield the right-of-way to a pedestrian who has entered a crosswalk when a traffic control device is not in operation. This law makes it imperative that crosswalk placement, painting and usage be done in a uniform way.

1. All crosswalks shall meet the latest Manual on Uniform Traffic Control Devices (MUTCD) standards. They shall be a minimum of six (6) feet wide and marked with white paint as shown on the attached sheet. Crosswalks shall be painted at least annually and shall be retroreflective for nighttime visibility. Crosswalks should be lighted for nighttime use.
2. All crosswalks shall meet the criteria put forth in the American's with Disabilities Act (ADA).
3. All crosswalks should extend from one safe landing zone to another. A safe landing zone is an area where a pedestrian is safe from vehicle conflict while waiting to cross or when finished crossing. Islands, walkways and sidewalks are typically considered safe landing zones, while road shoulders, driveways (under normal circumstances) and parking areas are not considered safe landing zones. Provisions should be made for winter maintenance of the landing zones, including but not limited to snow and ice removal.
4. Crosswalks shall, to the maximum extent practical, be perpendicular to the highway. No crosswalks shall be constructed more than 30 degrees from perpendicular.
5. Crosswalks shall be installed in areas where the speed limit is 35 mph or less.
6. Crosswalks shall be placed in areas where there is sufficient stopping sight distance for the posted speed limit as set forth in Table 1. Stopping sight distance for the purpose of evaluating a crosswalk shall be measured from a 3.5 foot driver eye height to a 3.5 foot pedestrian height.

Posted Speed  
(MPH)

Sight Distance  
(Feet)

20  
25  
30  
35

155  
200  
250  
305

7. Crosswalks shall have the appropriate signage (W11-2 series from the Manual on Uniform Traffic Control Devices, see attached sheet). These signs shall be black symbol on yellow background or black symbol on fluorescent yellow-green background. Sign colors should not be mixed in any area.

8. Crosswalks should be located a minimum distance of 500 feet apart.

9. No parking shall be allowed within 20 feet of any unsignalized crosswalk and 30 feet at a signalized intersection. Signs should be installed indicating that no parking is allowed. (See attachment)

10. Crosswalks in school zones should have crossing guards for times when school is starting and ending. School crosswalks should be at roadway intersections. Mid-block crossing should only be used when a high concentration of students will be using them, as driver expectation is not to have to stop at a mid-block location.

11. If a municipality proposes a crosswalk on a roadway with more than 1 lane in any direction, they would need to submit a traffic engineering study indicating that the location of the crosswalk would be safe. Placement of such crosswalks shall require approval by the State Traffic Engineer or his/her designee.

12. Prior to installing crosswalks, on State roads or State aid roads towns shall enact traffic ordinances dealing with crosswalks. At a minimum, Items 1 through 11 should be included. Municipalities are entitled to place crosswalks if they are in accordance with these guidelines. If a municipality wants a crosswalk other than as defined in these guidelines, they would need to submit a traffic study indicating that the location of the crosswalk would be safe. Placement of crosswalks other than as specified shall require approval by the State Traffic Engineer or his/her designee.

Crosswalk Warning  
Assembly



W11-2



W16-7p

Pedestrian Warning  
Assembly



W11-2



W16-9p

2003 MUTCD Section 2C.41

When a fluorescent yellow-green background is used, a systematic approach featuring one background color within a zone or area should be used. The mixing of standard yellow and fluorescent yellow-green backgrounds within a selected site area should be avoided.

School Crosswalk  
Warning Assembly



S1-1



W16-7p

School Advance  
Warning Assembly



S1-1



W16-9p

2003 MUTCD Section 7B.09

# TYPICAL PARKING SPACE MARKINGS

