AGENDA

ITEM

5. a.

CLINTON BOARD OF SELECTMEN
TUESDAY, SEPTEMBER 9, 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, and David Watson II. Also present Town Manager James Rhodes, Town Clerk Pamela Violette and Police Chief Charles Runnels.

ACTION ITEMS.

Approval of Selectmen's Minutes

Selectman Clark moved the Board approve the minutes of the August 26, 2008 meeting, second by Selectman Massey. Vote all favor.

Bid Opening: Request for Qualifications Engineer/Architectural Services for the Mill Site Improvement Project

Selectman Clark moved Board open and read aloud the Request for Qualification Engineer/Architectural Services for the Mill Site Improvement Project, second by Selectman Massey. All in favor.

The Selectmen opened the following bids:

Milone & MacBroom, Freeport, Maine	$15,000
Wright-Pierce, Topsham, Maine	$13,475
Stantec, Portland, Maine	$27,448
CES, Inc, Brewer, Maine	$19,800
Dirigo Engineering, Fairfield, Maine	$13,500
Sewall, Old Town, Maine	$22,500
Terrence Dewan & Assoc., Yarmouth, Maine	$15,000

Town Manager explained the bid from Terrance Dewan & Associates arrived late from Federal Express. Federal Expressed explained to the Town Manager they guaranteed delivery prior to the 1:00 p.m. deadline, but union conditions delayed the delivery. The Board agreed to open the proposal for consideration.

The Parks and Recreation Board and the Town Manager will review proposals on Friday, September 12, 2008, and a recommendation will be presented to the Board of Selectman on 9/23/08 or 10/14/08.

Special Town Meeting Warrant for the November 4, 2008 Election

Selectman Clark moved Board sign the Special Town Meeting Warrant for the November 4, 2008 Election, second by Selectman Nutting.

Selectman Watson said he does not understand why Article 4 is necessary as $190,000.00 was raised in June for road paving. Town Manager Rhodes said the Board has signed a contract for paving.

Selectman Nutting asked if the $15,000 for General Assistance could be used for anything else besides fuel. Town Manager Rhodes said Article 5 specifies fuel and that is what it will need to be used for.

Chairman Towne read each article for an individual vote on each article.

Article 2: To see if the town will vote to raise and appropriate the sum of $ 175,206 for the Police Department Account.

** This level of funding is the same as that approved by last year's 2007/2008 Town Meeting vote. Funding allows the town the opportunity to have a local part time presence strictly for use by the taxpayers of this community for Police Protection Services.*

Selectmen Recommend: Yes
Budget Committee Recommend: $ 199,256

Selectman Clark moved to accept Article 2 as written, second by Selectman Nutting. Vote 4 in favor, 1 opposed (Watson)

Article 3: To see if the town will vote to raise and appropriate the sum of $ 17,190 for the Building Inspector, Electrical Inspector, Plumbing Inspector, Health Officer, and Code Enforcement Account.

**This level of funding is the same as that approved by last year's 2007/2008 Town Meeting vote. Funding is for the State Law required positions of building inspector, plumbing inspector, electrical inspector, health officer, and code enforcement officer.*

Selectmen Recommend: Yes
Budget Committee Recommend: $31,984

Selectman Clark moved to accept Article 3 as written, second by Selectman Nutting. Vote 4 in favor, 1 opposed (Watson)

Article 4: To see if the town will vote to transfer $ 35,000 from the Undesignated Fund Balance and appropriate said funds to a capital improvement account to repair a failing 42-inch culvert on Hill Road.

**Funding transfers money from surplus to the Hill Road Capital Improvement Account for the repair of a failing 42-inch culvert.*

Selectmen Recommend: Yes

Selectman Clark moved to accept Article 4 as written, second by Selectman Nutting. Vote 4 in favor, 1 opposed (Watson)

Article 5: To see if the Town will vote to transfer $ 15,000 from the Undesignated Fund Balance and appropriate said funds to the General Assistance Account for fuel oil assistance.

**Funding will make an additional $ 15,000 available for fuel oil assistance for Clinton residents who qualify under the general assistance guidelines.*

Selectmen Recommend: Yes

Selectman Clark moved to accept Article 5 as written, second by Selectman Watson. Vote 5-0

Article 6: To see if the town will vote to authorize town officers / officials to correct typographical errors in the Ordinances that do not affect the meaning of the Ordinances in any way.

**The current ordinances contain many typographical errors due to having been typed on manual typewriters and the ordinances do not look professional on the town web site because of the typographical errors.*

Selectman Recommend: Yes

Selectman Watson moved to accept Article 6 as written, second by Selectman Clark. Vote 5-0

Article 7: To see if the Town will vote to amend Article 21 approved at the June 10, 2003 Town Meeting by deleting the following "for its contribution when seeking future State or Federal Grant moneys" and adding the following "for riverbank stabilization/rip rap, and/or fencing along the river bank.

This article allows the town to use the approved $5,000 for riverbank stabilization/rip rap, and/or fencing along the riverbank at the Riverside Park instead of match money for any state or federal grants programs available for this park.

Selectmen Recommend: Yes

Selectman Clark moved to accept Article 7 as written, second by Selectman Massey. Vote 5-0

Appointment of Appeals Board Member

Selectman Clark moved Board appoint Ricky Crommett as a regular member of the Appeals Board for the term September 10, 2008 through June 30, 2011, second by Selectman Watson. Vote 5-0

Board authorization for the Town Manager / Chief Executive Officer to sign the 2008 CDBG Community Enterprise Grant Program contract between the Town of Clinton and the Department of Economic and Community Development for the Mill Site Improvement Project in the amount of $150,000.

Selectman Clark moved Board authorize the Town Manager / Chief Executive Officer to sign the 2008 CDBG Community Enterprise Grant Program contract between the Town of Clinton and the Department of Economic and Community Development for the Mill Site Improvement Project in the amount of $150,000, second by Selectman Nutting. Vote 5-0

Appointment of Alternate Planning Board member

Selectman Clark moved Board appoint Myron Whittaker as an alternate member of the Planning Board for the term September 10, 2008 through June 30, 2009, second by Selectman Massey. Vote 5-0

Appointment of Regular Planning Board member

Selectman Clark moved Board appoint Sandra Gagnon as a regular member of the Planning Board for the term September 10, 2008 through June 30, 2011, second by Selectman Nutting. Vote 5-0

DISCUSSION ITEMS: None

SUPPLEMENTS AND ABATEMENTS:

Selectman Clark moved Board accept Supplemental 2008-01, Map 9, Lot 24-ON, in the amount of $221.18. Reason – assessed to wrong owner, second by Selectman Nutting. All in favor.

Selectman Clark moved Board accept Supplemental 2008-02, Map 1, Lot 9A, in the amount of $69.12. Reason – taxed as exempt in error. Second by Selectman Nutting. Vote all in favor.

Selectman Clark moved Board accept request for abatement 2008-1, Map 13, Lot 38-1, in the amount of $416.25. Reason - homestead exemption omitted and incorrect assessment. Second by Selectman Nutting, vote all in favor.

Selectman Clark moved Board accept request for abatement 2008-2, Map 11, Lot 38-F, in the amount of $245.76. Reason – part of house is garage not living space. Second by Selectman Nutting, vote all in favor.

Selectman Clark moved Board accept request for abatement 2008-3, Map 2, Lot 13-G, in the amount of $92.16. Reason – Veterans Exemption omitted. Second by Selectman Nutting, vote all in favor.

Selectman Clark moved Board accept request for abatement 2008-4, Map 9, Lot 24-ON in the amount of $221.18. Reason – mobile home sold prior to April 1, 2008. Second by Selectman Nutting, vote all in favor.

Selectman Clark moved Board accept request for abatement 2008-5, Map 3, Lot 24, in the amount of $92.16. Reason – Veterans Exemption omitted. Second by Selectman Nutting, vote all in favor.

TOWN MANAGER'S REPORT:

Expense Report: Town Manager Rhodes explained 18.58% of the budget has been spent, which includes payment in full of the 2008 County taxes.

Revenue Report: Town Manager Rhodes pointed out the 2008 tax commitment is reflected in the revenue report.

ERR Clearance Letter: Town Manager Rhodes said the Town has received environmental review clearance for the Mill Site Improvement Project. The clearance will allow the project to go forward.

OLD/NEW BUSINESS: None

WARRANT: Selectman Clark moved to approve warrant 17 in the amount of $132,403.94, second by Selectman Nutting, all in favor. Selectman Watson asked why the Fire Department has not spent any money for fuel. Town Manager Rhodes explained two month's invoices are included in this warrant.

NEXT AGENDA ITEMS: Lime mud application – public hearing
Written update from Code Enforcement Officer

Chairman Towne asked about Charles McIntyre property. Town Manager Rhodes said CEO Sharkey was in court last week. The judge decided to visit the property and court was reconvened at Mr. McIntyre's property. The Town is now awaiting a decision.

COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA. The Board's rules of procedure have imposed a 15-minute total time limit.

ADJOURN: Selectman Nutting moved to adjourn at 8:00 p.m., second by Selectman Clark. All in favor.

Respectfully submitted,

Pamela M. Violette
Town Clerk

AGENDA

ITEM

5.c.

Town of Clinton
27 Baker Street
426-8511 phone Clinton, ME 04927 426-8323 fax

MEMORANDUM

TO: HONORABLE BOARD OF SELECTMEN

FROM: James W. Rhodes, Town Manager

DATE: September 17, 2008

RE: Agenda Item 5.c.

The Mill Site Improvement Project Community Development Advisory Committee (CDAC), composed of members of the Parks and Recreation Board, met on Friday, September 12, 2008 to score the seven submitted proposals for Engineering Services.

The scoring committee was composed of Kim Dixon, Chair Parks and Recreation Board, Melissa Zawistowski, Becky Turlo, and Jim Rhodes, Certified CDBG Program Administrator.

After 2-hours of review, the scoring committee averaged the scores assigned by each scorer.

Attached is the average score assigned to each bidder. Also attached is a copy of the scoring sheet used, the Request for Qualifications, and the bids submitted.

Wright-Pierce average 95.50% out of 100%. This was 17% higher than the second place bidder. The qualifications of the firm, demonstrated related experience, qualifications of persons assigned to the project, CDBG experience, project understanding, ability to provide services as described in the work specifications, price, completeness of submittal and quality of submittal rose above the other bidders.

The Committee recommends the Board of Selectmen award the Engineering Services for the Mill Site Project to Wright-Pierce of Topsham, Maine.

MILL SITE PROJECT ENGINEERING SERVICES SCORE RANKING

NAME	SCORE
Milone & MacBroom Freeport, ME	78.50
Wright-Pierce Topsham, ME	95.50
Stantec Portland, ME	59.75
CES, Inc. Brewer, ME	54.50
Dirigo Engineering Fairfield, ME	72.75
Sewall Old Town ME	56.75
Terrence Dewan & Assoc. Yarmouth, ME	71.50

Town of Clinton
27 Baker Street
426-8511 phone Clinton, ME 04927 426-8323 fax

MILL SITE IMPROVEMENT PROJECT
Request for Qualifications
Engineering Services

SCORING SHEET
9/12/08

RFQ Bidder Name: _____

1. Qualification and Capacity of Firm, demonstration of related experience, qualifications of persons assigned to project, CDBG experience.

   _____ Qualification of Firm (5%)

   _____ Demonstration of Related Experience (10%)

   _____ Qualifications of Persons Assigned to Project (10%)

   _____ CDBG Experience (10%)

2. Project Understanding and ability to provide services as described in the work specifications.

   _____ Project Understanding (15%)

   _____ Ability to Provide Services as Described in the work Specifications and Price (20%)

3. Committee Intuition.

   _____ Completeness of Submittal (10%)

   _____ Quality of Submittal (10%)

   _____ Intuition (10%)

TOTAL SCORE: _____

Town of Clinton

James W. Rhodes Town Manager
27 Baker Street
Clinton, Maine 04927
Tel: 207-426-8511 Fax: 207-426-8323

REQUEST FOR QUALIFICATIONS
TOWN OF CLINTON, MAINE

The Town of Clinton, Maine is seeking Requests for Qualifications for engineering services for the Clinton Mill Site Improvement Program

Scope of Services

1. Design of 22,000 sq. ft. L-shaped concret pad over existing pad.
2. Design of 400 feet of waterfront trail with a look-out platform.
3. Design of town Gazebo, footings, pad, etc.
4. Design for underground electrical conduits for holiday tree lighting, festivals, farmer's market, etc.
5. Design/plan for installation of planters and benches, anchoring etc.
6. Drawings, Specifications, Bid documents.

The Town desires this project to be completed by June 30, 2009.

Qualifications/References

Interested firms shall submit resumes of all principals to be assigned to the project, professional qualifications and certifications, and descriptions of projects completed similar in scope and difficulty. Firm will include information on its capacity and availability of personnel to perform the work in a timely manner. A minimum of two references must be identified and phone numbers provided.

Cost

Include a schedule of proposed rate of compensation and budget of costs for performing the tasks described under the Scope of Services. **The Town shall use Community Development Block Grant funds to pay for this activity.**

Evaluation

Submittals will be reviewed and evaluated in the following categories.

1. 35% for Qualifications and capacity of firm, demonstration of related experience, qualifications of persons assigned to project, CDBG experience

2. 35% for Project understanding and ability to provide services as described in the work specifications (including your proposed methodology).

3. 30% for Committee intuition and/or interview.

Submittal

Must be sealed and marked "MILL SITE ENGINEERING SERVICES PROPOSAL" Five (5) copies must be received through mail or hand delivery no later than 1:00 p.m. on Thursday September 4, 2008, at the following address:

Town of Clinton
27 Baker Street
Clinton, Maine 04927

Submittals shall be opened at the September 9, 2008 Board of Selectmen meeting at 6:30 p.m. at the Town Office Selectmen's meeting room. The Town of Clinton reserves the right to accept or reject any and all proposals and is not liable for any costs incurred by Individuals or firms prior to the issuance of a contract.

Questions regarding the project should be directed to James W. Rhodes at 207-426-8511

MILL SITE IMPROVEMENT PROJECT ENGINEERING SERVICES

NAME	BID
Milone & MacBroom Freeport, ME	$15,000
Wright-Pierce Topsham, ME	$13,475
Stantec Portland, ME	$27,448
CES, Inc. Brewer, ME	$19,800
Dirigo Engineering Fairfield, ME	$13,500
Sewall Old Town ME	$22,500
Terrence Dewan & Assoc. Yarmouth, ME	$15,000

AGENDA

ITEM

6.a.

CEO ACTIVITY REPORT

BY: R. G. Sharkey
DATE: September 23, 2008

ACCOMPLISHED

1, Wells- Junk Yard and Automobile Grave Yard. Violation resolved, owner fined.
2. Krueger- Junk Yard. Violation resolved, owner fined.
3. Alward- Dangerous Building removed.
4. Reynolds-Dangerous Building structure reinforced (notified Atty. Roof needs to be recovered)
5. LaGasse-Automobile Grave Yard violation is now in compliance

COURT JUDGMENT PENDING

1. McIntyre- We have been prosecuting this Junk Yard violation in the District Court since February. We will probably have a final hearing and Judgment sometime in October. Judge Dow visited the owner's property 8-28-08.
2. Poulin- Gravel Pit and Driveway Opening violations are being litigated in District Court at the present time. In addition the owner has been cited by the CEO for Automobile Grave Yard and illegal structures. This case is being prosecuted by the Town Attorney and any questions should be directed to the Town Manager.
3. Wilber- Has been cited for an illegal automobile repair facility and is in the process of obtaining a Planning Board decision in this matter. He has stated that he intends to Appeal any negative decision. At the Planning Boards request I have agreed not to prosecute this case until December 16, 2008 if not resolved.

OTHER VIOLATIONS

1. Blanchard- Automobile Grave Yard Violation. To be prosecuted if necessary in The future
2. Dunphy- Junk Yard & Automobile Grave Yard Complaint. Held in abeyance. District Court Judge required more evidence that owner was in violation before Issuing an Inspection Warrant. Complainant was to obtain evidence, and decided not to.
3. Sander- Automobile Junk Yard & Junk Yard. Will prosecute if necessary when Other cases are resolved.
4. Currie & Langley- Junk Yard. Will prosecute if necessary when other cases are Resolved.
5, Robinson- Junk Yard. Will prosecuted if necessary when other cases are resolved.

MISCELLANEOUS COMPLAINTS

This office receives numerous complaints each week that requires personal inspections in order to confirm or deny the validity of the complaint. Usually a reasonable solution that satisfies both the property owner and the complainant can be reached. Sometimes, they cannot. Many complaints are of a civil matter and if they cannot be resolved in a reasonable matter, it is suggested that the judicial system may be the alternative.

I have received one complaint concerning the Jacob Pierce family living in a dwelling on Church Road. The complaint was based on a dangerous mold growing in the dwelling that could cause serious injury to an infant. The CEO/Health Officer inspected the subject dwelling on two occasions and found that the complaint was valid. Copies of a letter to Mr. Pierce are attached.

BUILDING PERMITS

There have been 89 Building Permits issued from September 17, 2007 to September 9,2008. The Building Permits range from decks to dwellings and cow barns. Approximately 168 Inspections were conducted.

PLUMBING PERMITS

There have been 56 Plumbing Permits issued from September 17, 2007 to September 9, 2008. The plumbing permits issued are for internal plumbing fixtures to sub surface wastewater disposal system.
Approximately 168 inspections will be conducted upon completion of all work permitted.

E911 ADDRESSES

The 911 Addressing Officer is issuing on average approximately 2 to three new addresses per week.
We have many more to do in order to complete the requirements of a State Wide 911 Addressing System required for Postal Service and Emergency Response Personnel. The Police Department has accomplished 911 Addresses for the Mobile Home Parks. Please recognize them for that effort.

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Mr. Jacob Pierce
41 Church Street
Clinton, ME 04927

September 9, 2008

Dear Mr. Pierce,

As you know that I have inspected your home located on 41 Church Street Clinton Tax Map 17, Lot 47 on two occasions.

You reside there with a lady friend and a baby. During the inspection it was noted that there is a leaking water heater and mold that appears to be stachybotrys mold. That mold is a life threatening substance that can kill young children and seriously affect adults.

During my inspection your lady friend advised me that you were moving out of this house on Thursday, September 4, 2008. She reassured me of the move on Wednesday September 3, 2008 while I was in the store where she was working.

Since you did not move and the baby is at risk, I am requiring you to do the following:

1. Repair the water leak immediately.
2. Obtain the services of a contractor licensed by the State of Maine to inspect the building and remove any and all harmful mold that threatens the health of humans within three days.
3. Your failure to comply with the terms of this letter may result in the prosecution of the case in the Waterville District Court. Judgments if found guilty may result in fines of from a minimum required of One Hundred Dollars ($100.00) per day to a maximum of Two Thousand Five Hundred Dollars ($2,500.00) per day for each day that the violation continues beyond the date of the inspection.

We hope that you will do what is necessary to take the corrective action to safeguard the health of all concerned.

Very truly,

Robert Sharkey, Clinton Health Officer

Cc. Mr. James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 Fax: 426-8323

Mr. Timothy Ames
131 Hinckley Road
Canaan Me 04927

September 4, 2008

Dear Mr. Ames,

Last week, I telephoned you concerning a report of a broken concrete slab under a mobile home in your mobile home park at number 12 Darling Avenue.

I have just received another complaint that the sewerage has been leaking and to date, nothing has been done to stop the sewerage leakage surfacing in the vicinity of the rear lot next to the mobile home.

If this condition is not corrected by 2:00PM Tuesday September 9, 2008 I will notify the Maine State Manufactured Housing Authorities and the Maine State Health Engineering Department to obtain the necessary corrective action.

This is a serious condition that creates water pollution and health problems. Also it is apparent that sewerage including methane gas is being forced through sanitary traps into the mobile home.

Hopefully you will take whatever corrective action is necessary in order to avoid any further action.

If you have any questions regarding this letter, please contact me at the Town Office on Tuesday through Thursday from 8:00AM to 4:00PM.

Very truly,

Robert G. Sharkey, Clinton Code Enforcement Officer

Ps. I have enclosed a copy of a letter dated June 24, 2008. I will contact you on September 9th regarding that letter and this one.

Cc. Mr. James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Mr. Leonard Poulin
159 River Road
Benton, Maine 04901

August 26, 2008

Dear Mr. Poulin,

It has been noted that you have illegally stored vehicles on your property located in the Rural District, Clinton, Tax Map 1, Lot 51 on the Tardiff Road.

According to our records, you did not obtain a permit for the storage of the vehicles from the Town of Clinton.

Therefore you are in violation of Clinton's Land Use Ordinance Section 3, (Land Use Tables) and you must remove the violation within three days of the receipt of this letter.

Failure to comply with this letter within the 3 day period will result in a District Court Hearing of the violation and possible fines of from One Hundred Dollars ($100.00) to Two Thousand Five Hundred Dollars ($2,500.00) per day for each day that the violation continues beyond the date of this letter, as determined by the Waterville District Court.

You may Appeal this decision within 30 days to the Clinton Board of Selectmen.

Your anticipated cooperation in this matter will be appreciated.

Very truly,

Robert G. Sharkey, Code Enforcement Officer

Cc. James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Mr. Leonard Poulin
159 River Road
Benton, Maine 04901

August 20, 2008

Dear Mr. Poulin,

It has been noted that you have an illegal structure on your property located in Clinton, Tax Map 1, Lot 51 on the Tardiff Road.

According to our records, you did not obtain a permit for this construction of this structure for the construction or placement of this building

Therefore you are in violation of Clinton's Land Use Ordinances and you must remove the violation within three days of the receipt of this letter.

Failure to comply with this letter within the 3 day period will result in a District Court Hearing of the violation and possible fines of from One Hundred Dollars ($100.00) to Two Thousand Five Hundred Dollars ($2,500.00) per day for each day that the violation continues beyond the date of this letter, as determined by the Waterville District Court.

Your anticipated cooperation in this matter will be appreciated.

Very truly,

Robert G. Sharkey, Code Enforcement Officer

Cc. James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 Fax: 426-8323

Mr. Sherwood Booker
41 Francis Street
Waterville, ME 04904

August 20, 2008

Dear Mr. Booker,

Please contact me at your earliest convenience concerning your property in Clinton on 14 Lindsey's Way.
You are aware that the tenants renting the mobile home have issued a formal complaint concerning living conditions and that I did inspect the mobile home yesterday, August 19, 2007 and found the following violations.

1. Several areas that appear to be mold infested. Ceilings and Bathroom.
2. Two or three openings in ceiling due to roof leaks.
3. Windows leaking cold air and water.
4. Possible shortage of storm windows
5. Inadequate number of Smoke Detectors. (Require 1 in ea bed room and 1 in hallway, hard wired and battery back up)
6. Bathroom- No, or inoperative Ground Fault Circuit Interrupter electrical outlets.
7. Kitchen- No Ground Fault Circuit Interrupter electrical outlets within six feet of kitchen sink.

There was no inspection in areas beneath the mobile home although the Tennant had some questions concerning that area. Photographs were taken of the various items reported above. If at all possible it would be well to meet at a time convenient to you and the Tennant at 14 Lindsey's Way.

Thank you for your attention to this matter.

Very truly,

Robert G. Sharkey, Clinton Code Enforcement Officer

Cc. Mr. James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Michael Buzzell
257 Hill Road
Clinton, ME 04927

July 24, 2008

Dear Mr. Buzzell,

It has been reported that heavy trucks using your temporary driveway entrance used for tree harvesting has caused some damage to the Hill Road at the intersection of the road and the driveway.

In addition, the soils and vegetation in other areas along the Hill Road have been damaged caused by heavy trucks and other vehicles.

It may be helpful and reduce more damage to the road surface if you would build up the driveway within twenty feet of the road with stone paving material.

When the tree harvesting is completed you must restore the area to ifs original condition. It will be inspected to see if the restoration meets with the approval of the Road Commissioner, and the Public Works Dept,

If you have any questions regarding this letter, please call me any time between Tuesday and Monday, Tuesday or Wednesday at (207) 436-5811.

Sincerely,

Robert G. Sharkey, Code Enforcement Officer/

Cc. James Rhodes, Clinton Road Commissioner
Clayton Pierce, Public Works Director

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Mr. Steve Dostie,
P.O. Box 591
Clinton, ME 04927

June 24, 2008

Dear Steve,

This is just a follow up on the conversation we had concerning the earthen materials stored in Clinton, Holt Road Map 4, Lot 1.

Please take immediate action to prevent any sediment from flowing to the Sebasticook River in an approved manner.

Please contact me as soon as this work is accomplished within 3 days of the receipt of this letter for an on sight inspection.

Thank you in advance for your cooperation in this matter.

Very truly yours,

Robert G. Sharkey, Code Enforcement Officer

Cc: James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Jacob I. Pierce
41 Church Road
P.O. Box 19
Clinton, ME 04927

July 15, 2008

Dear Mr. Pierce,

We have been notified that you may have a serious problem with Stachy Botrus Mold caused by leakage of faulty plumbing or appliances.

This mold can cause serious problems with adults, and even death in small children.

Therefore, we are requiring an inspection of the interior wall, floor, and ceiling areas of the dwelling within one week of the date of this letter.

Please contact the Clinton Town Office and provide a time and date that is convenient on a Tuesday, Wednesday, or Thursday for an inspection of the interior spaces of your home.

Very truly,

Robert G. Sharkey, Clinton Health Officer

Cc. James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Ames

June 24, 2008

Dear Clinton Mobile Home Park Owner;

The Clinton Town Office has received numerous complaints from mobile home tenants living in the Mobile Home Parks, and that has prompted me to take the following actions in regards to the Town's Ordinance adopted March 11, 1989.

Any manufactured homes moved into your mobile home park after March 11, 1989 shall be subject to the conditions listed in the Clinton Town Ordinance entitled, "TRAILER PARK REQUIREMENTS FOR THE TOWN OF CLINTON". A copy of this ordinance is enclosed for your review and use.

Within 30 days or not later than July 24, 2008 provide a listing of any mobile home moved onto your lot after March 11, 2008 with the Manufacturer's number, your lot number and the street address, and the date that it was placed on the lot.

An inspection shall be made at a future date after proper notification to assure compliance with the ordinance.

Any future movements of manufactured homes in, out, or within your Mobile Home Park must be approved through an approved Building Permit prior to accomplishing the move.

If you have any questions regarding this letter, please contact me at the Town Office on Tuesday through Thursday from 8:00AM to 4:00PM.

Very truly,

Robert G. Sharkey, Clinton Code Enforcement Officer

Cc. Mr. James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Mr. Herbert Williams
110 College Avenue
Apt. 13A
Waterville, ME 04901

June 19, 2008

Dear Mr. Williams,

At your request, I have enclosed a copy of; "Clinton Solid Waste Facilities Ordinance" adopted June 13, 2000 by Town vote.

I have highlighted specific parts of the Ordinance concerning operations of your composting operation regarding permits required each year.

Please provide the required information as soon as possible in order that I may schedule a Selectman's Agenda to review your application at a regularly scheduled meeting.

In addition I have enclosed a copy of Maine State Statute regarding dead animals for your use.

Thank you for your cooperation in working with the Town to resolve any conflicts that may arise due to the nuisance complaint.

Very truly,

Robert G. Sharkey, Clinton Health Officer/Code Enforcement Officer

Cc. James Rhodes, Clinton Town Manager

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 Fax: 426-8323

Mr. Jonathan Campbell
25 Holt Road
Clinton, ME 049287

June 18, 2008

Dear Mr. Campbell,

The following items were noted during my inspection of your new home located on Holt Road in Clinton on June 17, 2008.

1. Install piping from the boiler pressure relief valve to three inches above the basement floor.
2. One kitchen counter outlet within 6 feet of the kitchen sink is not ground fault circuit interrupter capable and must be made operable.
3. One bedroom smoke detector is not operating and the battery must be replaced and the device closed up.
4. A hardwired battery back up smoke detector must be located in the hallway outside the bedroom doors.
5. The deck entrance lighting fixture is not installed and open wiring is not permitted. Install the lighting fixture.
6. Install a handrail on the open side of the basement stairs. (No opening below the handrail can allow the passage of a four-inch sphere).
7. Basement Entrance lamp fixture. Same as Item 5 above.
8. All open insulation in the basement area must be covered with sheetrock or other suitable covering to reduce flame spread in accordance with standard building practices or codes.
9. Install a handrail on stairs from rear deck to grade.

The above items must be completed within ten days of the receipt of this letter.

Thank you for your cooperation in this matter.

Very truly,

R. Sharkey

Robert G. Sharkey, Building Inspector

Cc. Mr. James Rhodes, Clinton Town Manager
Mr. Steve Dostie, Builder

TOWN OF CLINTON

27 BAKER STREET
CLINTON, ME 04927

Ph: 426-8511 **Fax: 426-8323**

Mr. Victor Escajadillo
214 Essex Street
Lynn, MA 01902

June 18, 2008

Dear Mr. Escajadillo;

I have just completed an inspection of Apartments A, B, & C on the 1st and 2nd floor on Spring Street with the Maine State Electrical Inspector, Mr. Peter Pelletier. We found the following conditions that must be corrected prior to tenants moving into Apartment B of the 1st floor and Apartments A, B, & C of the 2nd floor of this building.

1. All smoke detectors must be hard wired with battery back up in accordance with the National Fire Protection 101 Life Safety Code.
2. A Maine State Licensed Master Electrician must correct all violations of the NFPA No. 70 National Electrical Code including Ground Fault and Arc Fault Circuit Interrupters. for all apartments in the building
3. All Ceiling tiles in bathrooms must be installed.
4. Provide lamps in all outside entrance lamp holders
5. Install the Ground Fault Circuit Interrupter Outlet on the outside wall in accordance with the National Electrical Code. (Hanging loose by wires)
6. The 120 Volt panel in the basement must be accessible in accordance with the NFPA No. 70. This panel serves the boiler and smoke detectors.
7. Electrical Circuit Breaker panels in 2nd floor apartments A and B must be relocated outside the bathroom area. This can be accomplished by turning the panels 180 degrees and face them on the opposite wall from the present location and then sealing up the exposed opening with sheetrock.

The Tenants in 1st floor apartments A and C have been permitted to move back into their respective apartments.

When the above seven items have been corrected, contact my office for a Certificate of Occupancy Inspection before the tenants are permitted to use 1st floor apartment B, and 2nd floor apartments A, B, and C.

Your cooperation in this matter to resolve the conditions noted above is appreciated.

Very truly,

Robert G. Sharkey, Clinton Health Officer

Cc: James Rhodes, Clinton Town Manager

AGENDA

ITEM

6.b.

Town of Clinton
27 Baker Street
426-8511 phone Clinton, ME 04927 426-8323 fax

BOARD of SELECTMEN
Organizational and Directive Document
for the
Town Garage Advisory Committee

COMMITTEE ORGANIZATION

Type of Committee: The Town Garage Advisory Committee is an advisory committee to the Board of Selectmen required to provide information and options regarding a new Town Garage. The committee has a specified life span. The committee is disbanded 90 days after recommendation is presented to the Board of Selectmen.

Number of Members: Minimum 5 and Maximum 7.

Residency Requirement: Clinton residents only.

Qualifications of Members: Previous experience in construction engineering or design, building trades, building cost estimates, public works organizations, business management, building codes.

Appointment Process: Board of Selectmen will accept letters of interest from residents specifying their experience and desire to serve on the Town Garage Advisory Committee. Board will advertise for interested persons, review letters of interest, and make formal appointments at a Board of Selectmen meeting when a minimum of five (5) appointments is achieved.

Committee Organizational Structure: The Committee's first meeting will elect a Chair, Vice-Chair, and Secretary. The Chair will conduct the meetings according to Robert's Rules of Order. The Vice-Chair will conduct the meetings in the absence of the Chair. The Secretary will take and prepare the minutes of the meeting.

Quorum: A five (5) member committee will have a quorum of 3 to conduct the meeting. A six (6) member committee will have a quorum of 4 to conduct the meeting. A seven (7) member committee will have a quorum of 5 to conduct the meeting.

Meeting Agendas: The Chair will develop each meeting agenda and post a copy of the agenda on the Town Office bulletin board at least five (5) days before the

meeting. The Chair will provide a copy of the agenda to the Town Clerk for the Committee's file in the Town Vault.

Meeting Minutes: The Committee shall maintain written records of meetings, including the results of all motions and votes. One copy of the minutes of each meeting shall be filed with the Town Clerk within ten (10) working days after approval by the committee.

Public Meetings: Committee shall hold meetings that are open to the public and issue notice of meetings, including items of discussion.

Meeting Location: Meetings will be held in the Town Hall. The Chair will schedule with the Deputy Town Clerk the use of the Community Room or Selectmen's Room at least two (2) weeks in advance. The Chair will sign for a key to the entrance door and room.

COMMITTEE DIRECTIVE

The Town Garage Advisory Committee will conduct committee meetings and seek public input to review, research, develop conceptual plans, and estimated cost estimate for various options for a Town Garage that meets the current and future requirements.

Options to be Considered:

- Construction of a new Town Garage on Town owned property.
- Purchase of an existing structure in Town that meets the current and future requirements of a Town Garage.
- Lease with option to purchase of an existing structure that meets the current and future requirements of a Town Garage.

Special Consideration for Facility Needs:

- 3,000 square feet of building space.
- 3-bays (14' x 14' each).
- Office space.
- Parts and equipment storage.
- Ability to expand in future.
- Yard space for storage of culverts, gravel, loam, etc.
- Fenced yard space.
- Meets Building Codes, OSHA, and DEP requirements.
- Heat, water and sewer.

Town of Clinton
27 Baker Street
426-8511 phone Clinton, ME 04927 426-8323 fax

New Construction Locations to be considered:

- Town land off of Old Leonard Wood Road close to Bangor Road.
- Addition to the back of the Town Office.

New Construction Types:

- Stick built
- Steelbuilding

Public Hearings: The committee will conduct at least two (2) public hearings. One (1) to seek input at the beginning of the process and one (1) to review proposals and seek input before final submission to the Board of Selectmen.

Conflict of Interest: Members of the Committee will be prohibited from bidding on any future new construction of a Town Garage that is put out to bid as a result of the committee's work. Members of the committee must divulge to the committee and to the Board of Selectmen any personal ownership of property, either individually or jointly, in the Town of Clinton.

Report and Recommendations Due: A report of the committee's work to include meeting dates and summary of meetings, public input, options pros & cons, estimated cost for each option and recommendation are due to the Board of Selectmen not later than **Tuesday, August 12, 2008 at 6:30 PM.**

ORDERED, SIGNED and SEALED this 11th Day of September, 2007 by the Board of Selectmen:

Jeffrey Towne, Chairman

Chester Nutting

Steven Hatch

Joseph Massey

Randy Clark

Dairy Capital of Maine www.clinton-m

Town of Clinton

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Town Garage Advisory Committee

Appointed members of the Town Garage Advisory Committee are:

- Bruce Bean, Chairman
- Ray Pickering, Vice-Chairman
- Jeffrey Pierce, Secretary
- Roger Barber
- N. Wayne Hughes

Town Garage Advisory Committee Organizational and Directive Docum

Town Garage Advisory Committee "Rules of Procedure"

2008 Town Garage Advisory Committee
Rules of Procedure

Adopted by Town Garage Advisory Committee 2/6/08

Meeting Format:

1. An orderly meeting requires;

    - One person speaks at a time after recognition by the Chair.
    - Members to share the floor.
    - Listen to other members.
    - Do not interrupt while others are speaking.
    - Be respectful to others when speaking.
    - Remain focused on topic being discussed.
    - Disagree with ideas, not the person/people.
    - Avoid criticism of staff/others.
    - Don't beat a topic to death-avoid too much repetition.

2. The chair should participate in the discussion after other members have had initial opportunity for discussion.

3. The committee is allowed to discuss an Agenda item without the necessity of a formal motion being made by a member.

4. The chair will recognize the Town Manager or members of the Board of Selectmen, when present, for comment or input with respect to each matter on the Committee's agenda before final vote or other action by the Committee.

Robert's Rules of Order:

The Chair will be generally guided by the Tenth Edition of the Robert's Rules of Order Newly Revised for the conduct of the Committee's meetings.

Decision Making and Voting:

1. Seek a Consensus
2. If no consensus, see compromise.
3. When voting, majority rules.
4. Formal vote required for all actions/decisions of Committee
5. Reason for a member's no vote is to be recorded in the minutes.

Conflict of Interest:

1. A conflict of interest means any direct or indirect pecuniary interest, which shall include pecuniary benefit to any member or the member's immediate family, to his/her employer, or to the employer of any member's immediatefamily. It may also include a situation where the Committee member by reason of his or her interest is placed in a situation of temptation to serve his/her personal interest instead of the public's interest. Any question of whether a member shall be disqualified from voting on a particular motion shall be decided by majority vote of the member s present, except for the member who self-reported or was challenged.
2. Members should self-report any potential conflict of interest in a particular matter.

3. A Committee member may challenge another member if it is believed a potential conflict of interest may exist.

Meeting Days/Quorum/Agenda/Public Notice:

1. Meeting days: Wednesdays 6:00PM to 8:00PM

2. Quorum: 3 members out of 5, simple majority.

3. Non-Quorum meeting-Discussion only, no binding votes.

4. Agenda:

    - The chair will prepare an agenda for each meeting and provide a copy to the Town Manager. Town Manager will submit agenda to each member and post agenda on the web site and Town Office bulletin board.
    - Regular meeting:
        - Call to Order.
        - Memebrs present/quorum.
        - Minutes of the previous meeting.
        - Old business.
        - New business.
        - Next agenda Items.
        - Adjourn.

Public Meeting:

1. Town Garage Advisory Committee meetings are public meetings. Members of the public are welcomed and encouraged to attend, observe, and record the meetings.

2. A member of the public who becomes unruly or interrupts the orderly conduct of the Town Garage Advisory Committee meeting will be asked to leave.

3. Members of the public will be given an opportunity to coment/ask questions at two (2) Public Hearings to be conducted.

4. A member of the public may not speak during the regular meetings unless recognized by the Chair.

Invited Guests:

Guests who are invited to speak on a particular item on the agenda. After recognition by the chair, the guest will be asked to sit at the desginated table, introduce themselves, present the information, and respond to questions from members of the Committee. The Town Garage Advisory Committee may move the invited guest's agenda item to the top of the agenda.

RULES OF PROCEDURES ADOPTED BY THE BUDGET COMMITTEE ON WEDNESDAY, FEBRUARY 6TH, 2008.

Bruce S. Bean
Chair

Town of Clinton
27 Baker Street
426-8511 phone Clinton, ME 04927 426-8323 fax

Garage Advisory Committee
Agenda for 1st Meeting:
1/30/08 6:00PM Selectmen's Room

Election of Chairman

Election of Vice Chairman

Election of Secretary

Presentation of Organizational and Directive Document for the Town Garage Advisory Committee, as issued by Board of Selectment.

Meeting Schedules-Establish frequency, evening and time.

Establish next meeting date and agenda

Adjourn

Town of Clinton
Town Garage Advisory Committee
1/30/08 6:30 pm
Clinton Town Office

Present at Meeting: Bruce Bean, Ray Pickering, Roger Barber, Jeff Pierce, Wayne Hughes and Town Manager James Rhodes

The First Order of Business was to select committee officers. The committee elected Bruce Bean Chairman, Ray Pickering Vice Chair and Jeff Pierce as Secretary.

For the Second Order of Business, the meeting was turned over to Town Manager Jim Rhodes who went over the organizational and directive document for the committee. The Committee will act as an advisory group to the Board of Selectmen required to provide information and options regarding a new town garage with a specific lifespan. The committee is disbanded 90 days after said recommendation is presented to the Board of Selectmen. The committee will consist of five members with a required residency in the town of Clinton. A handout was distributed to all members of the committee outlining the directive and options to be considered.
The Third Order of Business was to discuss options for dates of public hearings. The committee discussed having a minimum of 2-3 public hearings with possible dates for the first hearing to be on the 2nd or the 16th of April 2008 depending on the availability of the town meeting rooms. The committee agreed to meet again in one week on February 6, 2008 at 6 pm. The motion to adjourn was made at 7 pm. Motion was accepted.

Garage Advisory Committee
Agenda for 2nd Meeting:
2-6-08 6:00PM

6:00PM-Call Meeting to Order

Review-Rules of Procedures

Review and Acceptance of 1/30/08 Meeting Minutes

Old Business:

Validate date of 1st Public Hearing
2nd or 16th of April 2008

New Business

Establish topics of discussion for public hearing

1. Topics for discussion of current town garage
2. Topics to discuss of new garage-based on guidelines of Orgainizationaland Directive Document

Other Business

Next meeting date and agenda – Verify 2/20/08 at 6:00PM

Adjourn

Town of Clinton
Town Garage Advisory Committee
2/6/2008 6:00
Clinton Town Office

Present at Meeting: Chairman Bruce Bean, Vice Chair Ray Pickering, Roger Barber and Secretary Jeff Pierce

The committee postponed review and acceptance of 1/30/08 meeting minutes.
The committee reviewed the rules of procedure outlined in a handout distributed by Chairman Bruce Bean, outlining orderly meeting requirements, Roberts' rules of order, decision making, voting and conflict of interest.
Old Business: The committee chose the date for the first public hearing on April 16, 2008 at 6:30 pm in the Town Office Meeting room.

New Business: The committee established topics for discussion at first public hearing and outlined possible ways of accepting public input at meetings. The committee decided to schedule time for public comment at the end of the public hearing. The chairman agreed to do an outline of the first public hearing to be brought before the committee for discussion at the next meeting. The committee discussed all available options for a new town garage including new construction on town owned property, purchase of an existing structure in town that meets current and future requirements, lease with option to purchases an existing structure meeting current and future requirements and acceptance of other options not considered to date. The committee agreed to meet again in two weeks on February 20, 2008 at 6 pm. Upon completion of the evening's business the motion to adjourn was accepted at 6:40 pm.

Town Garage Advisory Committee
Meeting 2/20/08
Agenda

6:00PM Town Office

- Call to Order
- Review/acceptance of 1/30/08 and 2/6/08 meeting minutes.
- Old Business
- New Business
    - Review of public hearing presentation to date.
    - Establish next meeting agenda and date.
- Motion to Adjourn

Town of Clinton
27 Baker Street
426-8511 phone Clinton, ME 04927 426-8323 fax

Garage Advisory Committee
Agenda for 4th Meeting:
3-19-08 6:00PM

6:00PM-Call Meeting to Order

Review-Rules of Procedures

Review and Acceptance of 2/20/08 Meeting Minutes

Old Business:

New Business

Further review of Public Hearing Presentation

1. Review Powerpoint presentation
2. Establish roles of committee members for public hearing

Other Business

Next meeting date and agenda –
Adjourn

Town Garage Advisory Committee
Meeting 4/30/08
Agenda

6:00PM Town Office

- Call to Order
- Review of public hearing findings.
- Develop progress plan
    - Begin Identification potential bidders for construction-budgetray bid proposals
    - Preliminary discussion of scope of contruction
        - Building general layout
        - 3-garage doors, 2 personnel doors.
        - Office area
        - Bathroom Mechanical room
        - Heated office and adjacent bay
- Establish next meeting agenda and date.
- Motion to Adjourn

Town Garage Advisory Committee
Meeting 5/7/08
Agenda

6:00PM Town Office

- Call to Order
- Review/approval of 4/30/08 meeting minutes.
- Review of building general layout
    - 3-garage bays, 2 garage doors.
    - Office area
    - Bathroom, Mechanical, storage area.
    - Heated office and single bay
  - Continue identification potential bidders for construction-budgetary bid proposals
  - Preliminary discussion of scope of contruction
- Establish next meeting date, 5/21/08.
- Motion to Adjourn