



Town of Casco

Selectboard Regular Meeting Agenda

October 03, 2023 at 6:00 PM

Casco Community Center

Amended 10-02-2023

Regular Meeting

1. Review and approval of the meeting agenda
2. Approval of bills and signing and approval of all open warrants
3. Approval of Minutes: September 19, 2023
4. Public Participation for non-Agenda items
5. Manager's Update

Public Hearing

6. The Selectboard will conduct a public hearing on State of Maine General Assistance Maximums and consider adopting into ordinance

Workshop

7. The Selectboard will conduct a workshop with GPCOG and Sebago Fiber reference the COLAB work on high speed internet

Old Business

8. The Selectboard will discuss the Town's Application for the State of Maine Community Resilience Grant.

New Business

9. The Selectboard will consider awarding winter sand bid
10. The Selectboard will discuss the Town Property at 7 Leach Hill Road.
11. Selectboard Comments
12. Adjournment

Reminders to the Attending Public: Selectboard meetings are open to the public, but the public may not speak unless recognized by the Board Chair or Vice Chair in their absence. Except during a public hearing, comment time is limited to 2 minutes per speaker during public participation or on agenda items. Matters related to personnel will not be heard.

Future meeting dates (subject to change)

October 16, 2023 @ 6:00 pm Open Space Commission

October 17, 2023 @ 6:00 pm Regular Selectboard Meeting

November 7, 2023 @ 6:00 pm Regular Selectboard Meeting

November 13, 2023 @ 6:30 pm Regular Planning Board Meeting



Town of Casco

Selectboard Regular Meeting Minutes

September 19, 2023 at 6:00 PM

Casco Community Center

PRESENT

Scott Avery
Robert MacDonald
Mary Fernandes
Grant Plummer

ABSENT

Eugene Connolly

Regular Meeting

1. Review and approval of the meeting agenda

The Selectboard voted to approve the meeting agenda.

Motion made by MacDonald, Seconded by Fernandes.

Voting Yea: Avery, MacDonald, Fernandes, Plummer

2. Approval of bills and signing and approval of all open warrants

The Selectboard voted to approve all bills and signing of all open warrants.

Motion made by Plummer, Seconded by Fernandes.

Voting Yea: Avery, MacDonald, Fernandes, Plummer

3. Approval of Minutes: September 5, 2023

The Selectboard moved to approve the Minutes of September 5, 2023.

Motion made by Plummer, Seconded by Fernandes.

Voting Yea: Avery, MacDonald, Plummer

Voting Abstaining: Fernandes

4. Public Participation for non-Agenda items

Sam Brown had some questions for the board from Open Space Commission as a follow up from his presentation at the last meeting.

Eric Dibner spoke regarding his struggles with communication and planning with the Open Space Commission. He reminded the Selectboard that it started with Conservation Committee which evolved in to the Open Space Commission.

5. Manager's Update

- As previously reported, ReVision Energy received all the permits required for the installation of solar panels on the Casco Naples landfill. The site engineer for ReVision is Ashton Ireland. Some construction will occur that will minimally affect the operation of the transfer station but not the public access portions. He advised the preliminary stages on the cap will occur over the next 2 or 3 weeks. In late September or early October, the foundation baskets will arrive, and this installation takes 4-6 weeks of construction. After this is completed, no further operational disruptions should occur with this installation project.
- I will be posting several committee or board vacancies per the recently approved appointment policy. The positions being posted will be alternate for the Planning Board, Zoning Board of Appeals and Veteran's Committee
- Glidden Excavation is currently working on the FY24 road projects. They have already reclaimed all roads that were scheduled for that and replaced multiple cross culverts. Two of the cross culverts (New Road and Leach Hill Road) were substantially increased in size per the engineers to meet the increasing amount of water flow during heavy rainstorms..
- Sebago Technics and GPCOG will be presenting at the Selectboard meeting about the recommendations of the COLAB (High speed internet).
- The Town completed the removal of the junkyard from 12 Harmony Road. The contracted company removed approximately 10 dump trucks and 10 1-ton trucks full of junk, as identified by the Cumberland County District Court. The property owner was visibly upset at times, but overall the process was completed without incident or conflict.
- The Winter sand RFP has been published with bids being accepted until September 29, 2023. The first delivery of sand is required by October 17, 2023. I anticipate the bids being presented to the Selectboard on October 3, 2023 for awarding of the bid. The RFP is included in your packet.
- In review, the Selectboard has not set goals for the FY24 as done in previous years. Is the Selectboard interested in this being an agenda item at a future meeting?
- The Planning Board is moving their October meeting to the 2nd instead of the 16th. This meeting will include an executive session with legal counsel, a site walk of 325 Roosevelt Trail and other agenda items to be determined at a later date.

Old Business

6. The Selectboard will consider the Septic System Replacement Program
The Selectboard voted to approve the Septic System Replacement Program.

Motion made by MacDonald, Seconded by Plummer.
 Voting Yea: Avery, MacDonald, Plummer
 Voting Abstaining: Fernandes

7. The Selectboard will discuss the status of the Comprehensive Plan
 Town Manager Tony Ward provided an update from the chair.

New Business

8. The Selectboard will consider a lease termination agreement with All the Ravan
 The Selectboard voted to terminate the lease agreement with All the Ravan.
 Motion made by Plummer, Seconded by Fernandes.
 Voting Yea: Avery, MacDonald, Fernandes, Plummer
9. The Selectboard will discuss a proposed Commercial Solar Ordinance.
 No action. Discussion only.
10. The Selectboard will discuss the workshop at Point Sebago
 No action. Discussion only.

Workshop

11. The Selectboard will discuss roads and road repairs
 No action. Discussion only.

Selectboard Comments

Executive Session

12. Executive Session pursuant to 1 M.R.S.A.405(6)(F) Poverty Abatement Requests-
 Case 09/19/2023A

The Selectboard voted to go into Executive Session pursuant to 1 M.R.S.A.405(6)(F)
 Poverty Abatement Requests- Case 09/19/2023A at 7:39pm

Motion made by MacDonald, Seconded by Fernandes.
 Voting Yea: Avery, MacDonald, Fernandes, Plummer

The Selectboard came out of Executive Session at 8:05pm,

13. Adjournment

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Future meeting dates (subject to change)

October 3, 2023 @ 6:00 PM Regular Selectboard Meeting

October 16, 2023 @ 6:00 PM Open Space Commission

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October 17, 2023 @ 6:00 PM Regular Selectboard Meeting

DRAFT



TOWN OF CASCO

635 MEADOW ROAD
CASCO, MAINE 04015

10-03MEMO

To: Selectboard
From: Tony Ward, Town Manager
Date: 09-29-2023
Re: Selectboard meeting 10-03-2023

Below are notes for agenda items for the September 19th meeting.

5. Managers Update

- A. I anticipate presenting to the Selectboard a draft policy on Town meetings within the next couple of meetings. This policy shall include the priorities previously identified by the Selectboard.
- B. I anticipate posting for 30 days the changes in zoning ordinance associated to the proposed solar energy systems once approved by the Planning Board. After the 30 days are completed, the Selectboard would conduct a public hearing on the proposed changes and approved as presented or amended.
- C. Hello Doggie Daycare did not submit a petition for modifying the Town's zoning related to kennels. Per the settlement agreement, she must now close the business by October 18, 2023, and reimburse the Town for attorney fees.
- D. Also included in your packet is a recent newsletter received from the Murch Cemetery Association.
- E. The Town will be releasing its first newsletter on or around October 15th. The newsletter will be available in both a digital and hardcopy format. The digital newsletter will be available via e-mail or on our web site. Hard Copies will be available at the Town Office, Community Center and possibly some non-Town properties.
- F. The Fire Department received a \$5,000 donation from the Selavy Foundation.
- G. Included in your packet is a request from GPCOG for the Town to attend Lake Region Convening. This is similar to the meeting they conducted this spring in Naples. They are requesting who would represent the Town at this convening. I do not believe formal action is required, but just guidance for RSVPing to the event.
- H. I am inquiring if the Selectboard would be willing to modify the personnel policy in the future to require direct deposit for all payroll checks. We currently issue only 4 traditional checks. If the Town required direct deposit,

we could eliminate the printing of all paper checks and deliver them via e-mail. Trio (our accounting and payroll software) does not allow for the non-printing of direct deposits. It is an all or nothing endeavor on the printing of payroll checks.

- I. CEO Wiesemann is working with Jensen Baird to dela with the junkyard at 480 Roosevelt Trail (Mike's Auto Repair). The owner of the business has not been as responsive as needed with the cleanup.

Public Hearing

6. The Selectboard will conduct a public hearing on State of Maine General Assistance Minimums and consider adopting into ordinance.

Included in your packet are the State guidelines for GA maximums. The Town traditionally accepted these maximums levels for each level outlined. The Town could increase the maximum levels, but not lower these levels. The Town would still get reimbursed at 70% of the State maximum levels.

While this is an amendment to the Town's General Assistance Ordinance, State law authorizes this ordinance be approved by the Selectboard and not through the legislative body (Town Meeting) as most ordinances.

Workshop

7. The Selectboard Will conduct a workshop with GPCOG and Sebago Fiber reference the COLAB work on high-speed internet.

The Town of Casco participated in the COLAB starting in 2021. The original COLAB included Towns from Bridgton, Casco, Denmark, Harrison, Naples, Raymond, Sebago and Standish. The COLAB ultimately ended up with 5 towns (Casco, Naples, Raymond, Sebago and Standish committing to proceeding with the research of methods to expand broadband opportunities within our communities. With great assistance from GPCOG and Mission Broadband, this committee developed RFP's for exploration of broadband opportunities ranging from municipal owned broadband(Public), partnering with utility (quasi municipal organizations), private public model and privately owned (Spectrum, Consolidated etc.). After a lengthy review of all respondents to the RFP, the committee is recommending a project proposed by Sebago Fiber as a private public model. This model provides some local controls, sharing of infrastructure costs with and increased efficiency.

Sebago Fiber and GPCOG will be present to present the proposal and additional request the Selectboard supporting Sebago's application with for the Maine Connectivity Grant and for expense of grants funds received by GPCOG (on behalf of the five Town for conducting surveys associated with broadband services in Casco.

Old Business

8. The Selectboard Will discuss the Town's Application for the State of Maine Community Resilience Grant.

Included in your packets is a notification of award from the Governors Office of Innovation for Community Resilience. The Towns application focused on developing a Complete Street's plan with the assistance of the Center for Ecology Based Economy and Principal Group.

I am in communication with both CEBE and Principal Group to develop reporting periods on the plans progress for the Selectboard and general public.

For more information on Complete Streets, please visit <https://smartgrowthamerica.org/what-are-complete-streets/>

New Business

9. The Selectboard Will Consider awarding the Winter Sand Bids.

Included in your packet is the sole bid the Town received from our Request for Proposal for Winter Sand (the RFP is in your packet). The RFP was mailed to area companies and posted on a public notice portion of our web site. The sole bid is from Shaw Brothers with a price of \$20.75 per yard.

10. The Selectboard Will Discuss a Town Property at 7 Leach Hill Road..

At the last meeting, the Selectboard authorized me to sign a rescinding of the lease agreement with All the Ravan. During the meeting I voiced my opinion on the potential use of this property. Staff and I are seeking guidance from the Selectboard on a preferred process for identifying potential usages of the property or doe the Selectboard has preferred usage of the building.

Page 3 of Manager's Memorandum

From: [Kristina Egan](#)
To: [Robert MacDonald](#); [Anthony Ward](#)
Cc: [Dani Deason](#)
Subject: Invitation to Member Convening in Bridgton
Date: Monday, August 7, 2023 5:18:12 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

Dear Chair MacDonald and Tony,





I am writing to invite two members of your Board of Selectmen and one senior staff member to join a small assembly of leaders near the Lakes Region communities. This meeting is a follow up to the Lakes Region Convening that took place in Naples this past February, where we discussed opportunities and challenges facing rural towns, and opportunities for collaborative solutions. One of the outcomes of that meeting was agreement among participants to keep the dialogue going and meet again in the fall.

The event is for elected and administrative leaders in Bridgton, Casco, Harrison, Naples, Sebago and Cumberland County government. We ask that you identify your town’s three representatives, invite them, and ask them to RSVP to ddeason@gpcog.org. We will convene on Wednesday, October 25 from 6:00 – 7:00 p.m. at the Bridgton Selectboard Meeting Room, 10 Iredale Street, Bridgton, Maine (with our thanks to Bridgton for hosting). Dinner will be served.

We hope you can join us for this opportunity to connect with your neighbors and for what promises to be a lively and interesting discussion.

All the best,
Kristina

Kristina Egan
 Executive Director
 Greater Portland Council of
 Governments

 [\(207\) 210-3396](tel:(207)210-3396)
 kegan@gpcog.org
 www.gpcog.org
 970 Baxter Boulevard, Suite 201, Portland, Maine
 04103



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MURCH CEMETERY ASSOCIATION 2022-2023 Annual Newsletter

Greetings to lot owners and friends of the Murch Cemetery in South Casco. The trustees hope you were able to visit the cemetery this summer and that you found the grounds acceptable to you. With all the rain this year it has certainly been a challenge to keep the grass under control.

For several years now the trustees have had their annual meeting at the Raymond Casco Historical Society grounds on Roosevelt Trail in Casco, for which we wish to thank the Society and their dedicated volunteers for their hospitality. They are enthusiastic this summer because they opened the old Watkins blacksmith shop, which was painstakingly disassembled, moved from South Casco where it had stood since the early 1800s, and reconstructed at the museum campus. The Society is hosting well-attended, scheduled hands-on blacksmithing workshops for those interested in learning that old craft. The Society museum is also the repository for the Murch Cemetery Association's historical records and files.

We need to report the resignation of Barbara Thorpe as cemetery trustee. It is impossible to overstate the contribution Barbara and her family have made over the years to the Murch Cemetery. She has been a trustee for many years as was her father Ernest Thorpe before her. Barbara grew up on Raymond Cape Road just across the street from the cemetery and remembers mowing and clipping the grass at her father's side at the cemetery in the 1950s and 1960s. Those were times when the Association had almost no money so Ernest and Barbara's dedication was surely one of extraordinary love and caring for the community. Thank you so much Barbara for everything.

Meanwhile we can happily report that Raymond Dingley has agreed to serve as a Murch trustee. All of Raymond's paternal and maternal Dingley and Watkins ancestors rest at Murch, a fact of which he is keenly aware. Thank you Raymond for beginning what we are sure will be many years in this community service.

We want to give a special thank you and to express our appreciation to two persons who have become good friends of the Murch Cemetery. Firstly, to Carey Martin, of Denmark, Maine, who mows the grass and trims around the monuments at the cemetery. Carey is diligent and conscientious and tries his best to be careful and caring of plants and flowers you have at the cemetery. And we want to mention Eric Nelson, who owns and operates the Hall Funeral Home on Quaker Ridge in Casco. Eric has become a good friend of the Murch Cemetery and a benefactor. He always stands ready to give guidance and advice, gained from years of experience in funeral and cemetery affairs. Since taking over from the Hall family four years ago Eric and his family have become valued members of the community and we appreciate them very much.

We wanted to remind you that artificial flowers are not permitted at Murch. This policy, instituted by the trustees some seven or eight years ago, has been well received in the community. You have probably noticed that the cemetery is more attractive now with the many new perennials loved ones have planted on their lots. Please know that as in years past the cemetery grounds will be closed to vehicles from around December 1 this fall until after the frost has left the ground sometime in April next spring.

Lastly, the most enduring thank you goes to each of you for your support for the upkeep of the cemetery with your annual dues. It would not be possible to maintain the Murch Cemetery and preserve it for the future without your generosity. You note that this Newsletter is for 2022 and 2023. If you didn't receive a newsletter last fall and so didn't send along dues feel free to be extra generous this year. Dues remain at \$25 dollars per lot per year.

Below are the names and contacts of the trustees. Please feel free to contact any of them if you have comments or concerns at all.

Dana Watkins 786.200.7503
Greg Plummer gplummer1977@yahoo.com
Jennifer Sterrenberg 207.655.3519

Lauric Poland 207.595.1255
Calvin Nutting 207.655.4112
Raymond Dingley 207.595.1272

From: [Benjamin T. McCall](#)
To: [Anthony Ward](#); [John Wieseemann](#)
Subject: FW: Executed Documents
Date: Tuesday, September 26, 2023 5:55:20 PM
Attachments: [image001.png](#)
[23.09.26 Hello Doggie Screenshot.PNG](#)

Tony and John –

Just an FYI about the latest developments with Hello Doggie. I will keep you both posted once I know more.

Thanks,
Ben

Benjamin T. McCall, Esq.
Attorney



10 Free Street
P.O. Box 4510
Portland, ME 04112
www.JensenBaird.com

T: [\(207\) 775-7271](tel:(207)775-7271)
D: [\(207\) 518-5921](tel:(207)518-5921)
Email: bmccall@jensenbaird.com
Bio: [Benjamin T. McCall | Jensen Baird](#)

From: Benjamin T. McCall
Sent: Tuesday, September 26, 2023 5:38 PM
To: Jllg <jllg@jacquelinegomes.com>
Cc: Gavin McCarthy <GMcCarthy@PierceAtwood.com>
Subject: RE: Executed Documents

Jackie –

It has come to my attention that your client has recently edited her business website, by incorporating the attached statement. Please advise your client that her operation does not comply with the Code simply by virtue of her not directly charging a fee to customers, but merely accepting donations. No such distinction exists within the Code, nor does the Settlement Agreement, which you indicated to me on September 5 that you were authorized to sign, do so.

The Town's position is clear: if your client does not cease operations by October 18, the Town will either seek to enforce the settlement agreement through the filing of the Consent Judgment that was attached to the settlement agreement as Exhibit B, or else request that the Court schedule a final hearing in this matter at its earliest convenience.

Please let me know if you have any questions.

Sincerely,
Ben

Benjamin T. McCall, Esq.

Attorney



10 Free Street
P.O. Box 4510
Portland, ME 04112
www.JensenBaird.com

T: [\(207\) 775-7271](tel:(207)775-7271)
D: [\(207\) 518-5921](tel:(207)518-5921)
Email: bmccall@jensenbaird.com
Bio: [Benjamin T. McCall | Jensen Baird](#)

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Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



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

To: Welfare Officials and Contracted Agents
From: Sara Denson, Program Manager, General Assistance
Date: August 29, 2023
Subject: New GA Maximums for October 1, 2023

Enclosed please find the following items:

- MMA's new (October 1, 2023–September 30, 2024) “**General Assistance Ordinance Appendices**” (A – H).
- Recovery Residence Housing Maximums (October 1, 2023-September 30, 2024)
- “**GA Ordinance Adoption Form**” which was developed so that municipalities may easily send DHHS proof of the adoption of any updated or changed GA Ordinance. Once the selectpersons or council adopts the new ordinance, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*
- “**GA Maximums Adoption Form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*

Updates

Please note that updates have been made to Appendix A (overall maximums), Appendix B (food maximums), and Appendix C (housing maximums) of the General Assistance Ordinance. There is also a new Recovery Residence Housing Maximums guide. You can find information about the MMA Model Ordinance on the Maine Welfare Director’s Association (MWDA) website at www.mainewelfaredirectors.org.

Appendix A – H

The enclosed Appendices A – H have been revised for your municipality’s General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – G. Even if you are not updating your GA Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

The Adoption Process

The **municipal officers (i.e., selectpersons/council)** adopt the local **General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers conduct a **notice and hearing** prior to the adoption of the Ordinance and/or Appendices. 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 and/or appendices either in its posted form or as amended in light of public discussion.

Municipalities May Establish Their Own Maximums

Municipalities may establish their own maximum levels of assistance provided that the proposed levels of assistance are reasonable and meet adequate standards sufficient to maintain the health and safety of applicants in the municipality. The municipality must submit to the Department documentation to justify these levels of assistance and verify that the figures developed are appropriate to maintain health and decency.

A municipality's maximum assistance level for Food may not be below the Department provided figures which are issued by the USDA and published annually following a study of cost of food for various family sizes. A market basket survey may be used to establish food maximums if the maximums provided by the USDA are insufficient to maintain health in the municipality. (C.M.R. 10-144, Chapter 323, Section V).

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, should that ordinance differ from the MMA Model. Any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that your Municipal Officers have adopted the current MMA Model GA maximums and/or ordinance. If you are not making changes to your adopted ordinance, you are only required to submit verification that the new Appendices have been adopted.

Oct 1, 2023 to Sept 30, 2024

OVERALL MAXIMUMS (A)

Persons in Household

1	2	3	4	5
\$1,367	\$1,593	\$2,045	\$2,611	\$3,201

Household of 6 = \$3,276
* Add \$75 for each additional person

FOOD MAXIMUMS (B)

Persons	Weekly	Monthly
1	\$67.67	\$291
2	\$124.42	\$535
3	\$178.14	\$766
4	\$226.28	\$973
5	\$268.60	\$1,155
6	\$322.33	\$1,386
7	\$356.28	\$1,532
8	\$407.21	\$1,751

Add \$219 per month for each + person

HEATING FUEL (E)

Month	Gallons	Month	Gallons
January	225	June – Aug	0
February	225	September	50
March	125	October	100
April	125	November	200
May	50	December	200

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.

HOUSING MAXIMUMS (C)

BEDROOM	UNHEATED		Heated	
	Weekly	Monthly	Weekly	Monthly
0	\$284	\$1,223	\$314	\$1,352
1	\$327	\$1,405	\$366	\$1,576
2	\$419	\$1,803	\$471	\$2,024
3	\$539	\$2,317	\$601	\$2,586
4	\$660	\$2,839	\$738	\$3,171

PERSONAL CARE & HOUSEHOLD SUPPLIES (F)

Number in Household	Weekly Amount	Monthly Amount
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:

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

MILEAGE RATE (G)
46 cents (\$0.46) per mile

FUNERAL MAXIMUMS (H)
Burial: \$1,475+; Cremation: \$1,025+

ELECTRIC (D)

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:

Number in Household	Weekly	Monthly
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE: For each additional person add \$10.50 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:

Number in Household	Weekly	Monthly
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE: For each additional person add \$14.50 per month.

1-800-442-6003

MUNICIPALITY OF _____
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of _____, after notice and hearing, hereby amend the municipal General Assistance Ordinance by repealing and replacing appendices A through H of the existing ordinance with the attached appendices A through H, which shall be in effect from October 1, 202__ through September 30, 202__. This amendment will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and a copy of the ordinance and amended appendices shall be available for public inspection at the municipal office along with a copy of the 22 M.R.S. chapter 1161.

Signed this _____ day of _____, 20____, by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

[Please send a copy of the enactment page only to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]

2023-2024 GA Overall Maximums

Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	886	1,029	1,316	1,638	2,241
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	1,103	1,235	1,626	2,049	2,215
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	853	925	1,186	1,543	1,870
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	846	853	1,126	1,408	1,537
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,367	1,593	2,045	2,611	3,201
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	938	1,118	1,360	1,857	2,219

Effective: 10/01/23-09/30/24

COUNTY	1	2	3	4	5*
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	1,154	1,217	1,509	1,961	2,207
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	1,327	1,393	1,834	2,489	3,175

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

Non-Metropolitan Areas**Persons in Household**

COUNTY	1	2	3	4	5*
Aroostook County	742	812	951	1,281	1,464
Franklin County	781	834	1,033	1,383	1,695
Hancock County	965	996	1,198	1,521	1,655
Kennebec County	879	899	1,120	1,470	1,587
Knox County	905	913	1,120	1,490	1,592
Lincoln County	1,004	1,013	1,282	1,582	2,069
Oxford County	873	878	1,072	1,514	1,761
Piscataquis County	752	810	1,000	1,326	1,598
Somerset County	810	851	1,098	1,430	1,532
Waldo County	1,041	1,047	1,256	1,558	2,132
Washington County	811	816	1,060	1,328	1,453

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

Appendix B

Effective: 10/01/23 to 09/30/24

2023-2024 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the [U.S.D.A. Thrifty Food Plan](#). As of October 1, 2023, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	\$ 67.67	\$ 291.00
2	124.42	535.00
3	178.14	766.00
4	226.28	973.00
5	268.60	1,155.00
6	322.33	1,386.00
7	356.28	1,532.00
8	407.21	1,751.00

Note: For each additional person add \$219 per month.

2023-2024 GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! 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 altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See Instruction Memo for further guidance.)**

Non-Metropolitan FMR Areas

<u>Aroostook County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	134	577	169	726	
1	139	598	185	794	
2	156	672	216	929	
3	218	940	292	1,256	
4	243	1,044	333	1,434	
<u>Franklin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	143	616	178	765	
1	144	620	190	816	
2	175	754	235	1,011	
3	242	1,042	316	1,358	
4	296	1,275	387	1,665	
<u>Hancock County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	191	821	221	950	
1	191	821	228	979	
2	222	956	274	1,177	
3	285	1,227	348	1,496	
4	301	1,293	378	1,625	
<u>Kennebec County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	171	735	201	864	
1	171	735	205	882	
2	204	878	256	1,099	
3	274	1,176	336	1,445	
4	285	1,225	362	1,557	

Appendix C

Effective: 10/01/23-09/30/24

Non-Metropolitan FMR Areas

<u>Knox County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	177	761	207	890
1	177	761	208	896
2	204	878	256	1,099
3	278	1,196	341	1,465
4	286	1,230	363	1,562
<u>Lincoln County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	200	860	230	989
1	200	860	232	996
2	242	1,040	293	1,261
3	300	1,288	362	1,557
4	397	1,707	474	2,039
<u>Oxford County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	169	729	200	858
1	169	729	200	861
2	193	830	244	1,051
3	284	1,220	346	1,489
4	325	1,399	403	1,731
<u>Piscataquis County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	136	587	171	736
1	139	596	184	792
2	168	721	227	978
3	229	985	302	1,301
4	274	1,178	365	1,568
<u>Somerset County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	155	666	185	795
1	155	666	194	834
2	199	856	250	1,077
3	264	1,136	327	1,405
4	272	1,170	349	1,502

Appendix C
Effective: 10/01/23-09/30/24

Non-Metropolitan FMR Areas

<u>Waldo County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	209	897	239	1,026
1	209	897	239	1,030
2	236	1,014	287	1,235
3	294	1,264	357	1,533
4	412	1,770	489	2,102

<u>Washington County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	155	667	185	796
1	155	667	186	799
2	190	818	242	1,036
3	241	1,034	303	1,303
4	254	1,091	331	1,423

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	172	742	203	871
1	196	841	235	1,012
2	250	1,074	301	1,295
3	313	1,344	375	1,613
4	437	1,879	514	2,211

<u>Cumberland Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	223	959	253	1,088
1	244	1,047	283	1,218
2	322	1,384	373	1,605
3	408	1,755	471	2,024
4	431	1,853	508	2,185

<u>Lewiston/Auburn MSA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	165	709	195	838
1	171	737	211	908
2	220	944	271	1,165
3	291	1,249	353	1,518
4	351	1,508	428	1,840

Appendix C

Effective: 10/01/23-09/30/24

Metropolitan FMR Areas

<u>Penobscot Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	163	702	193	831
1	163	702	194	836
2	206	884	257	1,105
3	259	1,114	322	1,383
4	273	1,175	351	1,507
Portland HMFA				
<u>Portland HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	284	1,223	314	1,352
1	327	1,405	366	1,576
2	419	1,803	471	2,024
3	539	2,317	601	2,586
4	660	2,839	738	3,171
Sagadahoc Cty. HMFA				
<u>Sagadahoc Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	185	794	215	923
1	216	930	256	1,101
2	260	1,118	311	1,339
3	364	1,563	426	1,832
4	432	1,857	509	2,189
York Cty. HMFA				
<u>York Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	235	1,010	265	1,139
1	239	1,029	279	1,200
2	295	1,267	346	1,488
3	388	1,667	450	1,936
4	429	1,845	506	2,177
York/Kittery/S. Berwick HMFA				
<u>York/Kittery/S. Berwick HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	275	1,183	305	1,312
1	280	1,205	320	1,376
2	370	1,592	422	1,813
3	511	2,195	573	2,464
4	654	2,813	731	3,145

2023-2024 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2023 to September 30, 2024.**

APPENDIX A - OVERALL MAXIMUMS

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

APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	\$ 67.67	\$ 291.00
2	124.42	535.00
3	178.14	766.00
4	226.28	973.00
5	268.60	1,155.00
6	322.33	1,386.00
7	356.28	1,532.00
8	407.21	1,751.00
<p>NOTE: For each additional person add \$219 per month.</p>		

APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0				
1				
2				
3				
4				
<p>(The applicable figures from Appendix C, <i>once adopted</i>, should be inserted here.)</p>				

FOR MUNICIPAL USE ONLY

APPENDIX D - UTILITIES

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	\$19.95	\$ 85.50
2	\$22.52	\$ 96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE: For each additional person add \$10.50 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	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE: For each additional person add \$14.50 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.

APPENDIX E - HEATING FUEL

<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

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

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

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

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

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

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

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

FOR MUNICIPAL USE ONLY

2023-2024 Mileage Rate

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Comptroller. The current rate for approved employment and necessary medical travel etc. is 46 cents (46¢) per mile.

Please refer to the Office of the State Controller for changes to this rate at 626-8420 or visit <http://www.state.me.us/osc/>

Appendix H

Effective: 10/01/23-9/30/24

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is \$1,475. The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

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

Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

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

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be \$1,025.

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

- removal and transportation of the body from a local residence or institution
- professional fees
- crematorium fees
- a secured death certificate or obituary

Appendix H

Effective: 10/01/23-9/30/24

- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator where there is an actual cost, for:

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

2023-2024 GA Housing Maximums

Recovery Residences

The following Recovery Residence maximums are in effect from 10/1/2023- 9/30/2024

Non-Metropolitan FMR Areas

<u>Aroostook County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	148.88	595.50

<u>Franklin County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	153.00	612.00

<u>Hancock County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	183.56	734.25

<u>Kennebec County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	165.38	661.50

<u>Knox County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	165.38	672.00

<u>Lincoln County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	186.75	747.00

<u>Oxford County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	161.44	645.75

<u>Piscataquis County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	148.50	594.00

<u>Somerset County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	156.38	599.25

<u>Waldo County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	193.13	772.50

<u>Washington County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	149.81	599.25

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	189.75	759.00

<u>Cumberland Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	228.38	913.50

<u>Lewiston/Auburn MSA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	170.25	681.00

<u>Penobscot Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	156.75	627.00

<u>Portland HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	295.50	1182.00

<u>Sagadahoc Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	206.44	825.75

<u>York Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	225.00	900.00

<u>York/Kittery/S Berwick HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	258.00	1032.00



**STATE OF MAINE
GOVERNOR'S OFFICE OF POLICY
INNOVATION AND THE FUTURE**

**Janet T. Mills
Governor**

**Hannah Pingree
Director**

CONDITIONAL AWARD NOTIFICATION LETTER

September 13, 2023

Anthony Ward
Town of Casco
635 Meadow Road
Casco, ME 04015

SUBJECT: Notice of Conditional Awards under RFA #202305100 Community Resilience Partnership
Community Action Grant

Dear Mr. Ward,

This letter is in regard to the Request for Applications (RFA) issued by the State of Maine Governor's Office of Policy Innovation and the Future for the Community Resilience Partnership Community Action Grant. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional awards to the following applicants:

- | | | |
|---------------------------------|---|--|
| 1. Town of Abbot* | 19. Town of Harpswell | 35. City of Rockland |
| 2. City of Bath | 20. Town of Hartford* | 36. Town of Sedgwick* |
| 3. Town of Berwick* | 21. Town of Long Island* | 37. Town of Skowhegan* |
| 4. Town of Bowdoinham | 22. Town of Mariaville* | 38. City of South Portland |
| 5. Town of Bridgton | 23. Towns of Mount Desert &
Tremont | 39. Town of South Thomaston* |
| 6. Town of Camden | 24. Towns of North Haven* &
Vinalhaven | 40. Town of Southwest Harbor* |
| 7. Town of Casco* | 25. Town of Northport* | 41. Town of Standish* |
| 8. Town of Cranberry Isles* | 26. Town of Norway | 42. Town of Stonington* |
| 9. Town of Danforth* | 27. Town of Ogunquit* | 43. Town of Sumner* |
| 10. Town of Eliot* | 28. Town of Old Orchard Beach* | 44. Town of Topsham |
| 11. City of Ellsworth* | 29. Town of Otisfield | 45. Town of Vassalboro* |
| 12. Towns of Enfield & Howland* | 30. Penobscot Nation* | 46. Town of Westport Island |
| 13. Town of Eustis* | 31. Town of Phillips* | 47. Town of Wilton* |
| 14. Town of Freedom* | 32. Town of Phippsburg* | 48. Windowdressers -
Passamaquoddy Indian
Township* & Pleasant Point |
| 15. Town of Fryeburg* | 33. City of Portland | 49. Town of York* |
| 16. Town of Garland* | 34. Town of Rangeley* | |
| 17. Town of Gorham* | | |
| 18. City of Hallowell | | |

The Department prioritized awards to those applicants who have not previously received funding under this grant program. Awards will be made starting with first-time applicants (indicated with an asterisk above) that score highest and awards being made to subsequent applicants in order of the scores received. The Department will be contacting the aforementioned applicants soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written

contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in black ink, appearing to read 'H P.' followed by a horizontal line.

Hannah Pingree
Director, Governor's Office of Policy Innovation and the Future

STATEMENT OF APPEAL RIGHTS

Item 8.#

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



TOWN OF CASCO
635 MEADOW ROAD
CASCO, MAINE 04015

Request for Bids
Winter Sand
2023-24

I. Introduction & Submission

The Town of Casco invites sealed bids for screened winter sand. To be considered, return sealed bid in an envelope clearly marked "Winter Sand Bid" to the Casco Town Office no later than **12:00 PM, September 29, 2023**. Bids must be on the provided form and include sieve screen test results for consideration. Bids will be publicly opened and read aloud at the time stated. Late bids will not be accepted.

II. Materials

- a. Sand shall be a coarse abrasive material free from vegetable matter, lumps or balls of clay and other deleterious substances.
- b. The maximum gradation of material shall be able to pass through a ½ inch screen.
- c. All bidders shall provide a recent sieve analysis for the material meeting the following gradation requirements.

<u>Sieve</u>	<u>% by weight passing mesh sieves</u>
1/2"	100 %
1/4"	50 - 80 %
#200	0 - 7 %

III. General Requirements

- a. The Town expects will place orders for winter sand, as needed. The successful bidder shall supply as much winter sand as required by the Town for the season. The Town will order in amounts of 500 yard increments. The successful bidder shall deliver sand at the minimum rate of 250 yards per day.
- b. The successful bidder shall provide the material within seven (7) days of requested delivery by the Town. The material must be delivered expediently to facilitate the Town contracting for mixing (putting up) the sand with salt for road use. All salt to be supplied by the Town.
- c. The initial delivery of up to 2000 yards of material must be made no later than October 17, 2023. The successful bidder shall coordinate delivery with the Town snow removal contractor. The successful bidder supplying the winter sand shall arrange for the winter sand material to be

delivered over a three consecutive day period unless some other arrangement is reached between the Town's snow removal contractor and the successful bidder providing winter sand material.

IV. Payment

- a. Payment will be by the cubic yard truck measure or by the ton, if by scales. Truck yardage must be established on all vehicles prior to initial delivery and provided to Road Commissioner.
 - i. Equivalent factor to use for weight measurement vs. volume will be 1 yard = 2200 lbs of dry sand
- b. Payment for all material will be made within 30 days of delivery, stockpiling, and invoicing.
- c. The supplier shall supply the material to the satisfaction of the Road Commissioner or their Agent, who shall have the right to inspect the material at all times.
- d. If, in the opinion of the Road Commissioner or their Agent, the material does not appear to meet specifications, a sieve analysis will be conducted. If the test passes, the Town shall pay the cost of the test. If the test fails, the cost of the test will be deducted from the final payment. Additionally, the successful bidder shall be responsible for removing and replacing the failed material with material that meets the requirements, at their own expense.

V. Rejection

The Town of Casco reserves the right to reject any and all bids that do not meet the requirements as listed in this request for bids including failure to fill out bid form. Late bids will be rejected.

VI. Selection & Award

The Town of Casco may accept or reject bids that do not comply with the requirements of this bid. The Town shall award the bid based on price, quality of the material meeting specifications and time of availability.



TOWN OF CASCO
635 MEADOW ROAD
CASCO, MAINE 04015

**Winter Sand
BID PROPOSAL FORM**

Due Date: Must be received at the Casco Town Office no later than 12:00 PM, September 29, 2023.

Name of Company: _____

Location of pit: _____

Approved by Municipality or DEP: _____

Price per Yard \$ _____

Starting Date: _____

The undersigned having reviewed the request for bids and all associated information including but not limited to general requirements for screened winter sand material, hereby agrees, if awarded the bid/contract, to supply all the necessary materials, tools, equipment, and labor to perform and complete the work in accordance with said requirements and specifications.

Signature: _____

Printed Name: _____ Date: _____

Title: _____

Address: _____

Telephone: _____

Reminder: attach sieve screen test results.



TOWN OF CASCO
635 MEADOW ROAD
CASCO, MAINE 04015

Winter Sand
BID PROPOSAL FORM

Due Date: Must be received at the Casco Town Office no later than 12:00 PM, September 29, 2023.

Name of Company: Shaw Brothers Construction

Location of pit: RT. 35 Standish

Approved by Municipality or DEP: _____

Price per Yard \$ 20.75

Starting Date: ASAP

The undersigned having reviewed the request for bids and all associated information including but not limited to general requirements for screened winter sand material, hereby agrees, if awarded the bid/contract, to supply all the necessary materials, tools, equipment, and labor to perform and complete the work in accordance with said requirements and specifications.

Signature: Nathan J. Hatch

Printed Name: Nathan J. Hatch Date: 9/18/23

Title: Quarry Manager

Address: 341 Mosler Rd. Gorham Me.

Telephone: 207-892-6363

Reminder: attach sieve screen test results.