



TOWN OF GRAY
GRAY TOWN COUNCIL
AGENDA • JULY 5, 2022

**Gray Town
Council Regular
Meeting**

Town Council Chambers
24 Main Street, Gray, ME 04039
<https://us06web.zoom.us/j/84159798547>
Phone 646-558-8656 / Meeting ID: 84159798547

7:00 PM

I. OPENING STATEMENT

This meeting will be held in person and online with the link provided in the agenda header. For the Public Hearings, residents can click in to participate or call in using the number provided during the Public Hearings as detailed in the agenda.

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE TO THE FLAG

IV. MINUTES FROM PREVIOUS MEETINGS 5 MINS

1. To Review and Approve the Minutes of the Town Council Meeting on June 21, 2022.

V. PUBLIC COMMENTS OF NON-AGENDA ITEMS (LIMIT 3 MINS PER PERSON) 10 MINS

Comments are intended for information sharing, not discussion. Comments in excess of three minutes are welcome at the end of the agenda prior to adjournment. Call 646-558-8656 / Meeting ID: 841 5979 8547

VI. ADJUSTMENTS TO THE AGENDA 5 MINS

VII. ACTION ITEMS 7:20PM

1. To Remove from the Table the Proposed FY2023 Fee Schedule. **5 MINS**

Proposed motion:

Ordered, the Gray Town Council removes from the table the Proposed FY2023 Fee Schedule.

2. To Review and Approve the Proposed FY2023 Fee Schedule. **5 MINS**

Proposed motion:

Ordered, the Gray Town Council approves the Proposed FY2023 Fee Schedule.

3. To Review and Approve the creation of a designated fund for the Emergency Contingency

Fund. 5 MINS

Proposed motion:

Ordered, the Gray Town Council approves the creation of a designated fund for the Emergency Contingency Fund.

4. To Review and Approve the creation of a designated fund for Libby Hill Trails Maintenance. 5 MINS

Proposed motion:

Ordered, the Gray Town Council approves the creation of a designed fund for Libby Hill Trails Maintenance.

5. To Review and Act Upon Approving the Proposal for Engineering Services for the Septic System Design and Associated Items for the Pennell Municipal Complex as submitted by the Director of Buildings & Grounds. 10 MINS

Proposed motion:

Ordered, the Gray Town Council Accepts Gorrill- Palmers Proposal for Engineering Services for the Septic System Design and Associated Items for the Pennell Municipal Complex as submitted by the Director of Buildings & Grounds not to exceed \$50,000.

6. To Review and Authorize the Boat Ramp Grant Application as submitted by the Director of Buildings & Grounds. 10 MINS

Proposed motion:

Ordered, the Gray Town Council authorizes the Town Manager to apply, on behalf of the Town of Gray, for state financing assistance under the provisions of the Boating Facility Fund, Title 12 MRS §1896 and 1899 for the reconstruction of Wilkies Beach Boat Ramp Replacement on Crystal Lake and further authorize the Town Manager to enter into the Boating Facility Fund Project Agreement with the State subsequent to state approval of the project. Furthermore, it is understood that if Town tax appropriations are being used for all or part of the local share of the project cost, the Town must raise the funds through Town Meeting or Council action. The Town is obligated to pay all costs of the project “up-front”. Therefore, there may be the need to authorize the borrowing of funds which will be repaid by state reimbursement.

7. To Authorize New England Mountain Bike Association to perform trail work on Libby Hill as recommended by the Director of Buildings & Grounds. 5 MINS

Proposed motion:

Ordered, the Gray Town Council authorizes New England Mountain Bike Association to perform trial work on Libby Hill for the duration of 2022 as recommended by the Director of Buildings and Grounds.

8. To Review and Act Upon Approving the Appointment of Anne Gass as a regular member of the Open Space Committee with a term expiring on August 31, 2024. **5 MINS**
Proposed motion:
Ordered, the Gray Town Council appoints Anne Gass as a regular member of the Open Space Committee with a term expiring on August 31, 2024.
 9. To Review and Act Upon Approving the Appointment of Melinda Shehee as a regular member of the Planning Board with a term expiring on August 31, 2023. **5 MINS**
Proposed motion:
Ordered, the Gray Town Council appoints Melinda Shehee as a regular member of the Planning Board with a term expiring on August 31, 2023.
 10. To Review and Act Upon Approving the Appointment of Georgia Marie Woodbury as a regular member of the Zoning Board of Appeals with a term expiring on August 31, 2023. **5 MINS**
Proposed motion:
Ordered, the Gray Town Council appoints Georgia Marie Woodbury as a regular member of the Zoning Board of Appeals with a term expiring on August 31, 2023.
 11. To Review and Act Upon Approving the Appointment of Lacy Antonson and Lisa Lehne-Gilmore as Comprehensive Plan Coordinators. **5 MINS**
Proposed motion:
Ordered, the Gray Town Council appoints Lacy Antonson and Lisa Lehne-Gilmore as Comprehensive Plan Coordinators.
 12. To Review and Act Upon Approving the Appointment of Lisa Lehne-Gilmore as an alternate member of the Wild Blueberry Festival Committee with a term expiring on August 31, 2024. **5 MINS**
Proposed motion:
Ordered, the Gray Town Council appoints Lisa Lehne-Gilmore as an alternate member of the Wild Blueberry Festival Committee with a term expiring on August 31, 2024.
- VIII. REPORT FROM THE COUNCIL CHAIR 5 MINS - 8:30PM**
 - IX. REPORT FROM THE TOWN MANAGER 5 MINS**
 - X. COMMITTEE REPORTS 5 MINS**
 - XI. COUNCIL CORRESPONDENCE/ACTIVITIES 10 MINS**
 - XII. ADJOURNMENT 8:55PM**

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TOWN OF GRAY
GRAY TOWN COUNCIL MINUTES – JUNE 21, 2022

Gray Town Council Regular Meeting	Henry Pennell Municipal Complex 24 Main Street, Gray, ME 04039	7:00 PM
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I. OPENING STATEMENT: This was conducted as a hybrid meeting - via “Zoom” and in-person. Nate Rudy chaired the beginning of this meeting, until the election of council officers.

II. ROLL CALL

Attendee Name	Title	Status
Sandra Carder	Councilor - Chair	Present – In Person
Michael Curtis	Councilor	Present – In Person
Dan Maguire	Councilor	Present – In-Person
Krista Chappell	Councilor – Vice Chair	Present – In-Person
Martin Meaney	Councilor	Present – In Person
Nate Rudy	Town Manager	Present – In-Person

III. PLEDGE OF ALLEGIANCE TO THE FLAG:

IV. ELECTION OF NEW COUNCIL OFFICERS – Chair & Vice Chair

MOTION: *by Dan Maguire, seconded by Martin Meaney, to nominate Sandra Carder, as the Chair of the Town Council.*

VOTED: *5-0 (Passed).*

MOTION: *by Dan Maguire, seconded by Sandra Carder, to nominate Krista Chappell, as the Vice Chair of the Town Council.*

VOTED: *5-0 (Passed).*

The remainder of the Agenda items were chaired by Sandra Carder.

V. MINUTES FROM PREVIOUS MEETINGS: There were some edits made to this set of meeting minutes. All edits will be forwarded to Cynthia Schaeffer.

1. To Review and Approve the Minutes of the Town Council Meeting on June 7, 2022.

MOTION: *by Martin Meaney, seconded by Krista Chappell, to approve the Town Council meeting minutes for June 7, 2022.*

VOTED: *5-0 (Passed).*

VI. PUBLIC COMMENTS OF NON-AGENDA ITEMS (LIMIT 3 MINS PER PERSON). This item was opened for public comments at 7:07 pm.

Will Boyle, a resident of Cumberland, was at this meeting on the proposed development of the “Tee ‘Em Up” property. He said he proposed this, back in late December 2021, because there needs to be a zoning change or zone overlay of the “Tee ‘Em Up” property. All the Council comments were addressed. It was revised and then resubmitted on May 2, 2022. He said he wanted to have a discussion about that to start the process again to hopefully get on the Agenda. The comments addressed were given to Nate Rudy to pass out to the Council Members. The “Tee ‘Em Up” property there has been quite a bit of engineering work done. There is about \$200,000 invested in that property right now, mostly electrical engineering. The Bell Family recently purchased the building there. The current property taxes on that land are \$2,827.57. The current proposal, with the solar array out back, which will be barely visible with the screening and because it is back land and is surrounded by trees, on a few different sides. Besides the original proposal, what they proposed with setting aside the 20 acres out back for walking paths, biking paths, etc. He then spoke about tax implications. This is a \$6 million project – a \$2 million dollar building proposed out front (the only buildable lot). There is fill out back on top of a swamp. They have done testing out there. Nothing can be built or roads built out there. It is going to liquify. The solar array is \$4 million dollars. This is an issue with the Council and with the Town of Gray. There is a 50 percent reimbursement from the State of Maine. So, he said you are getting your \$14.61 per thousand on \$2 million. There is a \$2

million building proposed out front. Essentially, they will take that property, if allowed to do this development, from \$2,827.57 annually to \$58,440 annually with tax revenue for the Town. Over 10 years, with the 5 percent escalator, that is \$613,620 over a 10-year period of income for the Town with very little impact – no impact to the schools. And, he said this is a substantial excavation project.

Adam Wilkinson said he was at this meeting in support of Will Boyle. He has been lucky to work with him on other projects. He said Will Boyle has some good intentions, ideas, and energy. He is bringing good investment to the Town. These are the kind of guys that we want to support.

Sandra Carder encouraged both of them to attend the Village Visioning sessions happening. Monday night is the kickoff from 6:00-8:00 pm. And, July 27-30, 2022, they are looking for all residents, business owners, landowners, and organizations in Town to come in for conversations on what they would like to see in the Village.

Public Comments were closed of Non-Agenda Items at 7:11 pm.

VII. ADJUSTMENTS TO THE AGENDA. Nate Rudy asked the Council to suspend the rules to add, as Item 13.b. Executive Session, M.R.S. Title 1, Section 405.6.A to discuss an employment matter. The following motion was made.

MOTION: *by Krista Chappell, seconded by Martin Meaney to suspend the Council rules to add Item 13.b. Executive Session, M.R.S. Title 1, Section 405.6.A, to discuss an employment matter.*

VOTED: *5-0 (Passed).*

VIII. PRESENTATION:

1. *Shaker Road Crosswalk – Charlena Lavallee.* Charlena Lavallee presented. She is Ambassador of Girl Scout Troop 214 and going into her senior year at the Gray/New Gloucester High School. She was present as to why she believes there should be a crosswalk between Spruce Drive and the path going to the high school. Her reasoning for doing this is for her Advocacy Journey. She said Advocacy Journeys are something you do in the girl scouts. They are harder to earn than a badge, but are not as complicated as an award. The theme for her Advocacy Journey is “*Your Voice & Your World.*” She said she had to pick a problem in her community and speak out about it. She said living on Shaker Road, the path is definitely something she sees people use everyday. She said nobody really stops because there is no crosswalk there. Kids and people who bike are just waiting and waiting. Cars do not stop. In regards to a sidewalk, Maine State Law says there has to be a place for pedestrians to wait or get to, while doing a crosswalk, there is a pathway, but there isn’t anything on the Spruce end. A sidewalk would have to be built. With a sidewalk, there would not be as many problems with people crossing the street and people would also be able to access it easier. Another problem is the speed limit, another Maine State Law is that it needs to be under 35 MPH. The speed limit does not go down until after you pass the road, it is 40 MPH. The limit would need to be reduced a little bit before. She showed, on her mapping, a red line. The red line is the road of Spruce to the path. The white is the estimate of where the speed limit sign is. The speed limit would need to go down before the red line. The red line is where the crosswalk is. It would be easier for people to use the crosswalk. With a crosswalk, cars will know to slow down so people can cross easier and there would not be as much collision problems. She showed an example of someone trying to cross the street. She said it is easier to go down to the lights, but is much more dangerous.

Sandra Carder said the Town Council have had discussions about this. One of the items on the CIP schedule is to extend the sidewalk from Hannaford’s where it ends around the corner down to Spruce Drive. She said also recently there was a work session with the School District, Public Works, and the Town Council on adding a crosswalk there. She said this is very timely. She agrees this is a dangerous situation. Comments from other Board Members included the following. Krista Chappell thanked her for coming forward and bringing this issue forward. Dan Maguire said there is a problem and something needs to be done so people can get safely across that street.

IX. ACTION ITEMS:

1. *To Review and Act Upon Re-Affirming the Rules for Town Council Meetings and Workshops.* Sandra Carder explained that tonight is the official beginning of the next Council session and as part of that, the Council needs to identify the rules that the Council will be using. She said, the Council, just last month, took a look at the rules, reviewed them, and made a few changes to incorporate the Hybrid/Remote Meeting Policy. The updated rules were voted at the last meeting. These need to be re-affirmed this evening because the Council are identifying rules being used in this session.

Dan Maguire said the Council have rules and policies. They are different. Sandra Carder suggested that Dan Maguire take the document and see where there may be more data in the policy than the rules. Dan Maguire said he thinks the two can be merged and agreed to review the document. The following motion was made.

MOTION: *by Dan Maguire, seconded by Martin Meaney, to re-affirm the Rules for Town Council Meetings and Workshops.*

VOTED: *5-0 (Passed).*

2. *To Review and Approve a Letter of Support for a Community Resilience Partnership Service Provider application for _____.* The following motion was made.

MOTION: *by Krista Chappell, seconded by Martin Meaney, to review and approve a Letter of Support for a Community Resilience Partnership Service Provider application for _____.*

After the above motion, the following discussion ensued. Sandra Carder said the State had a new program. This officially came before the Town Council in January 2022. She said there were two deadlines for the program. The Resiliency Committee was lacking a quorum, so the second deadline was revisited. There are several possible options and that is why it has been left blank. After discussion, if the Council decides to move forward, then a service provider would be selected and the motion would be amended. Krista Chappell explained. She said, the State of Maine, in December 2021 announced the Community Resilience Partnership, which is engaging with municipalities through a grant program to develop climate action planning and resiliency plans and programs for the communities. The first piece of that is to enlist a service provider for which the State is funding to assist Towns in starting the process for joining the partnership. There is a process to go through to get to that point. The first step is going through some community engagement work to get input on priorities and to get a self-assessment done. The final step before you can join the partnership is to pass a municipal resolution supporting the program. What is being voted on is engaging with a service provider through a letter of support. This is all grant funded through the State. The service provider receives the grant. Once this has all been accomplished, the Town will be eligible through the partnership to apply for grants that specifically support the program for priorities that were identified in the initial process for the service provider. The Resiliency Committee now has four members. The committee had asked four service providers to provide the services that they would offer and what role they would play for Gray. She listed each of the four service providers interested, as: CEBE; CCS & WCD; GPCOG; and 207 Permaculture. All four were a very diverse group. The committee unanimously voted that 207 Permaculture was the best fit for the Town. They have already engaged with New Gloucester, as a cohort, and Durham. They have letters of support from both North Star Planning and the Royal River Conservation Trust.

Sandra Carder received an e-mail from Douglas Smith in support of 207 Permaculture and forwarded that letter to Board Members. He thought 207 Permaculture would be beneficial to the Town.

Krista said you can reach out to Rachel Ray on a letter of support. Dan Maguire asked to describe what the output of the effort will be and the end result. Krista responded that this is a way to move forward with a lot of our goals through grant money. Sandra added it is more about identifying and adding to that base framework, what our priorities are, and what steps the Town will want to take to increase the Town's resiliency. The State program provides more definition around that. Dan Maguire said it feels very redundant to him. He said we are trying to coordinate the work we already have. He said he does not feel by adding this to our plate, that it does not have enough value.

Sandra said this pulls everything all together and can will work with other service providers. Dan asked if there was a Staff member present while doing the interviews. He also asked how much Staff time will this committee take? Krista responded that a staff resource (liaison) is needed for logistics. A lot of the planning work has been done. Dan said he is not sold on this. He is not in support of adding this to the plate for Staff. Krista said this is money that is available and the Town could miss out on grant opportunities that could potentially go away. Sandra said this is the State providing the money to have the consultant do the work that the Town cannot do right now. Nate Rudy said it does not sound like a huge amount of time for Staff. He said he does see the value to it. Michael Curtis said the State is providing the funding and will help deflect climate change in the future. Martin Meaney asked about grant funding. Sandra said grant funding would cover the consultant. Grants cannot be applied for until a service provider is listed. The following amendment was made to the above motion.

AMENDED

MOTION: *by Krista Chappell, seconded by Martin Meaney, to amend the motion to read to review and approve a Letter of Support for a Community Resilience Partnership Service Provider application for 207 Permaculture.*

VOTED: 4-1 (Passed) (Dan Maguire – Opposed).

3. To Review and Approve the Proposed Paving Bid from Pike Industries in the amount of 550,448.

The following motion was made.

MOTION: *by Dan Maguire, seconded by Krista Chappell, to approve the Proposed Paving Bid from Pike Industries in the amount of \$550,448.*

VOTED: 5-0 (Passed).

Alec Dodd, Public Works Director for the Town of Gray, was present. He said prices ranged from \$84/ton to \$180/ton. The information was given for the date of April 7, 2022. He stated that all contractors have an asphalt escalator built into their contracts. So, regardless of that price, there are market fluctuations that will apply at the time in which the asphalt is laid down on the road. The asphalt escalator is a price per ton, which varies from week-to-week and that is regulated by the State. He said he did not put this out to bid because of the numbers coming back. He suggested to go with the unit price and to limit it at the Town's budgeted figure and to include carryover from previous years CIP paving budget. His recommendation is for Pike Industries at the unit price of \$95/ton, plus liquid asphalt escalation and incidentals. At the current years market conditions, he expects the Town will be able to afford to continue with Totten Road, Weymouth Road, and Westwood Road in that order. The following amendment was made to the above motion.

AMENDED

MOTION: *by Dan Maguire, seconded by Krista Chappell, to review and approve the Proposed Paving Bid from Pike Industries at the unit price of \$95/ton, not to exceed \$511,650, plus any carryover from CIP.*

VOTED: 5-0 (Passed).

4. To Review and Act Upon Appointing Kailey Hanley as Acting Town Clerk. Nate Rudy explained that this

will be effective today, until a new Town Clerk is hired and appointed. The Town Clerk position has been posted and the process has been started to review applications. The following motion was made.

MOTION: *by Michael Curtis, seconded by Martin Meaney, to appoint Kailey Hanley as Acting Town Clerk.*

VOTED: *5-0 (Passed).*

5. To Review and Act Upon the Proposed 2022-2023 Town Council Meeting Schedule. Sandra Carder said they used the same format as before. In November, there is one meeting because of the election. This schedule also provides when items need to be submitted to the Chair. She highlighted changes to the schedule. July 5, 2022 is a day after the holiday. Krista would like to see this meeting moved to July 19, 2022; however, Nate Rudy is on vacation. It was determined to keep the July 5, 2022 meeting date. In the future, the April meeting will hold a discussion for both summer meetings (July/August), since there is only one meeting per month. Workshops are based on what works for the Councilors.

MOTION: *by Martin Meaney, seconded by Dan Maguire, to approve the 2022-2023 Town Council Meeting Schedule.*

VOTED: *5-0 (Passed).*

6. To Review and Act Upon the Town Council Liaison Assignments. Krista Chappell is now on GPCOG as the Executive Committee. Sandra Carder is still a second delegate (this is for the annual meeting). This requires Krista Chappell to be present at their monthly meetings and other work. Also, to consider that whoever is on the Gray Library Trustees should also be on the Community Television Advisory Committee (CTAC). At the bottom of the list are the liaisons. Sandra Carder said that she wants to stay on the DMS. She also wants to remain on Recreation. Martin Meaney would like to be the alternate on the Planning Board. Dan Maguire said he is discouraged with the lack of movement on the OAC; therefore, the OAC is open. Dan Maguire would like to remain on the Planning Board as liaison with Martin Meaney as the alternate. Dan Maguire did state that this is his last year on the Town Council. He also stated that he had not received any feedback from the Planning Board on running hybrid meetings. Michael Curtis will do the Gray Library Trustee Committee. This committee meets every other month. Krista Chappell was assigned to the OAC. The OAC meets every two weeks from 4:30-6:00 pm. Michael Curtis was assigned to the CEDC. Sandra Carder will do the Open Space Committee. Krista Chappell will keep the Resiliency Committee. Finance Committee, Martin Meaney to remain as a voting member. Dan Maguire is also on the Finance Committee. Martin Meaney will Also continue as the ZBA liaison and on the Wild Blueberry Festival Committee. General Assistance, Dan Maguire will replace former Councilor Anne Gass. Sandra Carder will remain on General Assistance. The following motion was made.

MOTION: *by Krista Chappell, seconded by Dan Maguire, to approve the Town Council Liaison Assignments.*

VOTED: *5-0 (Passed).*

7. To Review and Act Upon Setting the Tax Due Dates, Interest Rate for Delinquent Taxes, Overpayment of Taxes, and Prepaid Taxes for FY2023. Sandra Carder read the motion. She said she received an e-mail from Jonathan Hartt changing the rate of two percent (2.00%), to read at the rate of zero percent (0.00%) per annum. Dan Maguire clarified that all the percentages are dictated by the State. He said any money received is applied to the oldest tax bill. The following motion was made.

MOTION: *by Dan Maguire, seconded by Martin Meaney, to fix Monday, October 3, 2022, and Monday, April 3, 2023, as the dates upon each of which one-half of taxes are due and payable, with interest to accrue upon taxes due and unpaid after each such date at the rate of four percent (4.00%) per annum. In accordance with 36 M.R.S.A., Section 506, the Tax Collector and Town Treasurer are authorized to accept prepayment or decline prepayment of taxes not yet committed or prior to any due date and pay no interest thereon. In accordance with 36 M.R.S.A. Section 506-A, a taxpayer who pays an amount accepted by the Tax Collector and Town Treasurer in excess of that finally assessed shall be repaid the amount of overpayment, plus interest, from the date of overpayment at the rate of zero percent (0.00%) per annum and hereby authorizes and directs said Tax Collector/Treasurer, pursuant to Title 36, Maine Revised Statutes Annotated, Section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided; however, that no such payment may be applied to any tax for which an abatement application or appeal is pending, unless approved in writing by the taxpayer.*

VOTED: *5-0 (Passed).*

8. To Review and Act Upon Authorizing the Treasurer to Set Off Moneys Due Against Taxes. Sandra Carder said these are all statute driven. She said that this just gives the Treasurer the authority to perform that. The Town Council, as the governing body, needs to give the Treasurer the authority. The following motion was made.

MOTION: *by Dan Maguire, seconded by Michael Curtis, to authorize the Treasurer to Set Off Moneys Due Against Taxes, pursuant to M.R.S.A., Title 36, Subsection 904, specifically as it relates to Personal Property taxes, not Real Estate taxes, and specifically as it relates to Accounts Payable, not Payroll.*

VOTED: *5-0 (Passed).*

9. To Review and Approve the Town Manager's expenditure limits. Sandra Carder said that this is defined in the Towns Charter. This just gives the Town Manager the authority to expend budget funds under his limits of \$25,000 and under. The following motion was made.

MOTION: by Krista Chappell, seconded by Michael Curtis, to approve the Town Manager's expenditure limits.

VOTED: 5-0 (Passed).

10. To Review and Act Upon Approving the FY2023 Proposed Fee Schedule. The FY2023 Proposed Fee Schedule was not quite ready; therefore, this item was tabled. The following motion was made.

MOTION: by Dan Maguire, seconded by Michael Curtis, to table approving the FY2023 Proposed Fee Schedule.

VOTED: 5-0 (Passed).

X. REPORT FROM THE COUNCIL CHAIR. Sandra Carder said this report was not prepared, since she was not the Chair.

XI. REPORT FROM THE TOWN MANAGER – Nate Rudy. His original report is in the packet from 5/27/2022-6/15/2022. This is an update of what both he and Staff have been working on and is generally provided at every meeting. He stated that he met with Galen Morrison, the Assistant Fire Chief, discussing the future of the antique fire vehicle. The Gray Historic Society would like very much to have an agreement with the Town about a MOU. They are hoping for the Town to continue to own it, ensure the vehicle, and that the Fire Association will maintain it and that it will be used at the will of the Fire Association or the Town for parades, display, etc., but that it would be housed at the building. He asked the Town Council for support for him to talk with the Town Attorney on creating the MOU. The Town Council was in consensus of his request. Next, Nate would like the consensus of this Board to carry forward his unused vacation and sick time to the next budget. The Town Council was in support of this at this time. He thanked all those involved in running the election. He asked the Town Council, as part of the Council retreat that his hope is to orient the Town Staff's goals and goal-setting process in September so everybody is in alignment. He is hoping to have some conversations on setting performance goals for Staff. He asked the Town Council if they would be interested in having a conversation about setting a vision statement and identifying some core values and goals for Staff. He said the Comprehensive Plan does have a vision statement in it. He would just like to request that the Town Council to be willing to have a goal setting session, based on a vision and values of the Town. Sandra mentioned having a collaborative meeting or session with Dept. Heads and subsequently have a meeting with the committees, which would happen in October. Nate said he is trying to make sure the work that is done by Town employees is relevant to the goals of what the Comprehensive Plan and the Town Council have set. This is to help give Staff some guidance on measurable outcomes/expectations. Dan Maguire asked is there a timing consideration? Nate responded that he will go off of the fiscal year. He said, starting next year, to go with performance-based increases and apply them retroactive on employee salaries. He reported that Lena Reichardt has resigned from the Zoning Board of Appeals. He is asking the Town Council for a replacement. Lastly, he said the Charrette process announcement went out on e-mail, is on the Website and "Facebook." He is encouraging committee members to participate and help get the word out. The next meeting is Monday from 6:00-8:00 pm at the Congregational Church Parish Hall at 5 Brown Street. The meetings are all very important. He said everybody on every committee has valuable insight.

XII. COMMITTEE REPORTS.

Martin Meaney:

The Wild Blueberry Festival meets tomorrow at 6:00 pm. They are still looking for volunteers. Vendors are still being brought in. The Zoning Board of Appeals meets tomorrow at 7:00 pm.

The Finance Committee meeting is still postponed.

He stated that he has asked all three chairs for information so that he can write the annual report.

Dan Maguire: He said he had none to report.

Krista Chappell: Krista reported that she had filled in for Dan Maguire at the July 9, 2022 Planning Board meeting. They approved Conditional Uses for both the Avesta/Meadowview Multi-Family Housing on Hancock Street and the Portland Road Self-Storage facility. She did note that one of the conditions on the Portland Road Self-Storage facility was for a conditional extension of six months, due to construction lead times on materials. They were given an extra six months. They are requiring that a purchase order be submitted to demonstrate a need.

The CEDC met on June 15, 2022. They did not receive any more additional mural submissions. They have only had one applicant so far. They are still promoting through August with a rolling deadline. They are hoping to get two winners. They will be purchasing supplies for the mural this month to submit with the FY2022 budget. They will be finishing the MOU with Aroma Joe's for one of the mural locations along the fence.

The Village Green CDBG will be wrapping up at the end of the month. The committee did express a possible desire to establish a Friend's Group to maintain the park, rather than under the umbrella of the CEDC. A recommendation is to be determined. They are creating a list of groups/links for a welcome packet. They addressed several social media policies with Jonathan Hartt for Town-sponsored events. They will follow up with Staff to create coherent/written Town-wide policies.

The Resiliency Committee meet (for an extra meeting) on June 20, 2022 and again on June 24, 2022 at 4:00 pm. Four service providers presented, as follows: 1. Center for Ecology-Based Economy (CEBE); 2. CCS & WCD; 3. GPCOG; and 4. 207 Permaculture. It was a unanimous vote in favor of 207 Permaculture, due to their community engagement priorities and cohort partners well aligned (i.e. New Gloucester and Durham). CEBE was also strong. The GPCOG had experience, but cohort was not as well aligned (Gorham, Westbrook and three others). The CCS & WCD was more of a SME/consultant role. They were interested in partnering on future work identified.

The Library Trustees are not meeting until the end of July 2022.

Sandra Carder:

DMS: A meeting was held via “Zoom” on June 13, 2022 to review status of repairs, plan activities at the Blueberry Festival, and started work on the January 2022 Annual Report. Moe has advised floor staining was done last week and we will be able to hold our planned work session this Wednesday, June 22, 2022, from 10:00 am-12:00 pm. There is a second work session planned on Wednesday, June 29, 2022 for the same time. The next official meeting is set for July 18, 2022 at 4:00 pm.

Rec: The next meeting is scheduled for July 11, 2022 at 6:00 pm.

XIII. COUNCIL CORRESPONDENCE/ACTIVITIES.

Martin Meaney: He stated that he received an Interstate Flyer in his interoffice mail. He said 68 percent of tolls are paid by out-of-staters.

He said he received an invitation to the Crystal Lake Association’s Annual Meeting on July 9, 2022 at 8:00 am.

He commented that his neighbor across the street, Kathleen Shuman, is concerned that this winter will start out really rough. She figures that by the end of October, people will be looking for heating, shelter, and food because the price of everything is going up. She paid her ambulance bill and then found out that it was being reimbursed by Medicare.

Dan Maguire: He reported receiving an e-mail on support for the Portland Road solar project. He also received other e-mails that have been mentioned.

Krista Chappell: She reported receiving e-mails from the following: 1. Cheryl Welch regarding the Crystal Lake Association’s Annual Meeting for July 9, 2022. 2. Norm Begin – Gray Community Food Pantry updating on usage numbers. In June, 189 people used the Food Pantry so far. When will ARPA funds be distributed. Nate said it would be helpful to get some documentation and who the Town will be sending it to. 3. Doug Smith, NG Env. Reg. Comm. supporting 207 Permaculture.

She received an in-person inquiry from Christine Toews about the MSAD #15 budget/staffing issue and offered to connect her to Sam Pfeitle. She also received an in-person inquiry from Gene Humphrey regarding the “moratorium”/or ban on solar.

Krista said she explained that that is a little inaccurate. The Town does not have a moratorium on solar and that the Town is working with the legislature to address taxation issues with solar arrays and are trying to align new arrays with the land use outlined in the Comprehensive Plan. Dan Maguire further explained.

Sandra Carder: Sandra said she attended the afternoon session of BUILD ME on June 8, 2022, but due to conflicts was not able to attend the Thursday session. She noted that she found the Village area of Skowhegan is a lot like Gray in that there was a tremendous amount of traffic going very quickly, including larger commercial vehicles. She said they have a lot of historical buildings right up on the road and limited parking. They were testing out some traffic calming and pedestrian changes.

She participated in a Village Visioning Planning meeting this afternoon with Nate Rudy to start work on the details for the planned outreach and work. She said now that they have the dates, the Council discussed their July/August schedule and should look at dates in September for the Council Retreat. At the July 5, 2022 meeting will be the following: 5:00 pm – photographs, 6:00 pm workshop, and 7:00 pm Town Council meeting. August 2, 2022 will be a Town Council meeting. August 9, 2022 there will be a workshop at 5:30 pm.

Both herself and Nate Rudy met with Nate Stone of the Gray/New Gloucester Little League to discuss their request for aluminum panels vs. banners around Douglas Field and updated him on the Village Visioning sessions and plans to relocate Douglas Field to the new Village Gateway property.

As an update on the possible tree donation; unfortunately, they were unable to hold onto any.

She said all the Councilors received an invitation to join the Crystal Lake Association for their annual meeting on July 9, 2022 at 8:00 am at St. Gregory’s Parish Hall. She also shared an invitation from Steve McPike for an official ribbon cutting ceremony on Saturday, July 9, 2022, at 9:30 am at 92 Ramsdell Road for the new Thayer Brook Preserve. That is on the same day/time. She stated that Dan Maguire has a previous engagement for another meeting. She said she received another e-mail from a resident about illegal use of fireworks for which, once again, she advised that this is a law enforcement issue at this point. She said contacting the Sheriff’s office and/or Windham Police, depending on where the fireworks are being used, is the proper approach. Even if the fireworks were banned, it would be the same situation. All Councilors were copies on her response, except for Michael Curtis.

She reported receiving an e-mail from Nathaniel Davis, who is a tenth grade GNG student expressing his support for a skatepark in Gray. She said he provided some compelling information about the benefits. She said she shared that Nate Rudy is working with a group of supporters and that the Council has put some money aside for a skatepark in the budget. She said she also strongly encouraged Nathaniel to participate in the upcoming Village Charrette and share his idea. She included Nate Rudy in her response.

She received an e-mail from Deikyn Collister who is an eleventh grade GNG student sharing his support for a legal graffiti wall in Gray. She commented that she had never given this topic any thought before whatsoever, so she found the request very interesting. She also finds graffiti to be very artistic (not all of it, of course). His suggestion is to designate an area on a concrete wall somewhere in Town that would allow artists to practice their skills and update the wall periodically. She thinks it has real value, so she shared the e-mail with the CEDC Chair, Shelene Shevchenko, and explained their work with the murals and beautification in Gray. She said she also strongly encouraged Deikyn to participate in the upcoming Village Charrette and share his idea. Dan Maguire asked if this could be feasible to tie with in with the skatepark, of which Sandra agreed it could. Krista said this may be applicable to the mural contest going on. She said he might be interested in submitting.

She said she also received a call today from a Portland Press Herald reporter about Libby Hill and other work on the Open Space Plan. He is doing a series of articles.

13.b. EXECUTIVE SESSION: The following motion was made.

MOTION: *by Martin Meaney, seconded by Dan Maguire, to enter into Executive Session at 9:32 pm to discuss M.R.S. Title 1, Section 405.6.A to discuss an employment matter.*

VOTED: *5-0 (Passed).*

Executive Session ended at 9:50 pm with no action taken.

XIV. ADJOURNMENT. The following motion was made.

MOTION: *by Martin Meaney, seconded by Krista Chappell, to adjourn the meeting at 9:50 pm.*

VOTED: *5-0 (Passed).*

Respectfully submitted,

Doreen M. Christ

Transcriptionist/Minute Taker - Town of Gray

Prepared for: Mr. Peter Holmquist, Gray Fire Rescue
125 Shaker Rd
Gray, ME 04039
Office: 207-657-3931

2022 Police Interceptor Utility AWD Base (K8A)

Price Level: 245



Not Actual Picture
See quote for complete list of options and equipment

Client Proposal

Prepared by:
Tim Seymour
Office: 207-992-1530
Email: Tim.Seymour@darlings.com
Quote ID: instock-GF
Date: 06/23/2022



Prepared for: Mr. Peter Holmquist



Gray Fire Rescue

Prepared by: Tim Seymour

06/23/2022

Darling's Bangor Ford | 403 Hogan Road Bangor Maine | 044014207

2022 Police Interceptor Utility AWD Base (K8A)

Price Level: 245 | Quote ID: instock-GF

Pricing Summary - Single Vehicle

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$41,110.00
Options	\$1,755.00
Colors	\$0.00
Upfitting	\$105.00
Fleet Discount	\$0.00
Fuel Charge	\$0.00
Destination Charge	\$1,245.00
Total	\$44,215.00

Darling's Price **\$37,680.00**

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Mr. Peter Holmquist

Gray Fire Rescue
Prepared by: Tim Seymour
06/23/2022



Darling's Bangor Ford | 403 Hogan Road Bangor Maine | 044014207

2022 Police Interceptor Utility AWD Base (K8A)

Price Level: 245 | Quote ID: instock-GF

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	\$41,110.00
Packages		
500A	Order Code 500A <i>Includes:</i> - 3.73 Axle Ratio - GVWR: 6,840 lbs (3,103 kgs) - Tires: 255/60R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes polished stainless steel hub cover and center caps.</i> - Unique HD Cloth Front Bucket Seats w/Vinyl Rear <i>Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks.</i> - Radio: AM/FM/MP3 Capable <i>Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.</i>	N/C
Powertrain		
99B	Engine: 3.3L V6 Direct-Injection (FFV) <i>(136-MPH top speed). Note: Deletes regenerative braking and lithium-ion battery pack; adds 250-Amp alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon.</i>	-\$3,370.00
44U	Transmission: 10-Speed Automatic (44U)	N/C
STDAX	3.73 Axle Ratio	Included
STDGV	GVWR: 6,840 lbs (3,103 kgs)	Included
Wheels & Tires		
STDTR	Tires: 255/60R18 AS BSW	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes polished stainless steel hub cover and center caps.</i>	Included
Seats & Seat Trim		
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included

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Prepared for: Mr. Peter Holmquist



Gray Fire Rescue

Prepared by: Tim Seymour

06/23/2022

Darling's Bangor Ford | 403 Hogan Road Bangor Maine | 044014207

2022 Police Interceptor Utility AWD Base (K8A)

Price Level: 245 | Quote ID: instock-GF

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<i>Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks.</i>	
Other Options		
PAINT	Monotone Paint Application	STD
119WB	119" Wheelbase	STD
STDRD	Radio: AM/FM/MP3 Capable	Included
	<i>Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.</i>	
66A	Front Headlamp Lighting Solution	Included
	Recommend using ultimate wiring package (67U).	
	<i>Includes LED low beam/high beam headlamp, wig-wag function and (2) red/blue/white LED side warning lights in each headlamp (factory configured: driver's side white/red/passenger side white/blue). Wiring and LED lights included (in headlamps only; grille lights not included). Controller not included.</i>	
	<i>Includes:</i> <i>- Grille LED Lights, Siren & Speaker Pre-Wiring</i>	
66B	Tail Lamp Lighting Solution	Included
	Recommend using ultimate wiring package (67U).	
	<i>Includes LED lights plus (2) rear integrated hemispheric lighthouse white LED side warning lights in taillamps. LED lights only. Wiring and controller not included.</i>	
66C	Rear Lighting Solution	Included
	Recommend using ultimate wiring package (67U).	
	<i>Includes (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) mounted to inside liftgate glass and (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open). LED lights only. Wiring and controller not included.</i>	
67H	Ready for the Road Package	\$3,595.00
	<i>Includes Whelen Cencom light controller head with dimmable back light, Whelen Cencom relay center/siren/amp with traffic advisor control (mounted behind 2nd row seat), light controller/relay Cencom wiring (wiring harness) with additional input/output pigtailed, high current pigtail, Whelen specific WECAN cable (console to cargo area) connects Cencom to control head and grille linear LED lights (red/blue) harness.</i>	
	<i>Includes:</i> <i>- Front Headlamp Lighting Solution</i> <i>Includes LED low beam/high beam headlamp, wig-wag function and (2) red/blue/white LED side warning lights in each headlamp (factory configured: driver's side white/red/passenger side white/blue). Wiring and LED lights included (in headlamps only; grille lights not included). Controller not included.</i> <i>- Grille LED Lights, Siren & Speaker Pre-Wiring</i> <i>- Tail Lamp Lighting Solution</i> <i>Includes LED lights plus (2) rear integrated hemispheric lighthouse white LED side warning lights in taillamps. LED lights only. Wiring and controller not included.</i> <i>- Rear Lighting Solution</i>	

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Prepared for: Mr. Peter Holmquist



Gray Fire Rescue

Prepared by: Tim Seymour

06/23/2022

Darling's Bangor Ford | 403 Hogan Road Bangor Maine | 044014207

2022 Police Interceptor Utility AWD Base (K8A)

Price Level: 245 | Quote ID: instock-GF

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<p><i>Includes (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) mounted to inside liftgate glass and (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open). LED lights only. Wiring and controller not included.</i></p> <ul style="list-style-type: none"> - Rear Console Plate - Contours through 2nd row; channel for wiring. - 100 Watt Siren/Speaker w/Bracket & Pigtail - Hidden Door-Lock Plunger <p><i>Includes rear-door controls inoperable (locks, handles and windows). Note: Can manually remove window or door disable plate with special tool. Note: Locks/windows operable from driver's door switches.</i></p>	
43D	<p>Dark Car Feature</p> <p><i>Courtesy lamps disabled when any door is opened.</i></p>	\$25.00
17T	<p>Switchable Red/White Lighting in Cargo Area</p> <p><i>Deletes 3rd row overhead map light.</i></p>	\$50.00
60A	<p>Grille LED Lights, Siren & Speaker Pre-Wiring</p>	Included
51T	<p>Driver Only LED Spot Lamp (Whelen)</p>	\$420.00
52P	<p>Hidden Door-Lock Plunger</p> <p><i>Includes rear-door controls inoperable (locks, handles and windows). Note: Can manually remove window or door disable plate with special tool. Note: Locks/windows operable from driver's door switches.</i></p>	Included
55F	<p>Remote Keyless Entry Key Fob w/o Key Pad</p> <p><i>Does not include PATS. Includes 4-key fobs. Key fobs are not fobbed alike when ordered with keyed-alike.</i></p>	\$340.00
85R	<p>Rear Console Plate</p> <p><i>Contours through 2nd row; channel for wiring.</i></p>	Included
549	<p>Heated Sideview Mirrors</p>	\$60.00
47A	<p>Police Engine Idle Feature</p> <p><i>This feature allows you to leave the engine running and prevents your vehicle from unauthorized use when outside of your vehicle. Allows the key to be removed from ignition while vehicle remains idling.</i></p>	\$260.00
76R	<p>Reverse Sensing System</p>	\$275.00
60R	<p>Noise Suppression Bonds (Ground Straps)</p>	\$100.00
18X	<p>100 Watt Siren/Speaker w/Bracket & Pigtail</p>	Included

Emissions

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Prepared for: Mr. Peter Holmquist



Gray Fire Rescue

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06/23/2022

Darling's Bangor Ford | 403 Hogan Road Bangor Maine | 044014207

2022 Police Interceptor Utility AWD Base (K8A)

Price Level: 245 | Quote ID: instock-GF

As Configured Vehicle (cont'd)

Code	Description	MSRP
425	50 State Emission System Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.	STD

Interior Color

96_01	Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear	N/C
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Exterior Color

YZ_01	Oxford White	N/C
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Upfit Options

BLUE-BLUE	Blue Flashing Strobe Lights in Ready 4 Road pkg <i>Front grill and rear liftgate police lighting. Front grill mounted, rear glass and rear liftgate while in raised position to flash blue in all lights. ZID, ZIF</i>	\$105.00
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SUBTOTAL		\$42,970.00
Destination Charge		\$1,245.00
TOTAL		\$44,215.00

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06/23/2022

Darling's Bangor Ford | 403 Hogan Road Bangor Maine | 044014207

2022 Police Interceptor Utility AWD Base (K8A)

Price Level: 245 | Quote ID: instock-GF

Warranty

Standard Warranty

Basic

Distance 36,000 miles Months 36 months

Powertrain

Distance 100,000 miles Months 60 months

Corrosion Perforation

Distance Unlimited miles Months 60 months

Roadside Assistance

Distance 60,000 miles Months 60 months

~~*Hybrid Electrical Components*~~

~~Distance 100,000 miles Months 96 months~~

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RADIO COMMUNICATIONS MGMT, INC

158 RAND ROAD
 PORTLAND, ME 04102

Voice: 207-797-7503
 Fax: 207-878-3521

SALES ORDER

Sales Order Number: 69251
 Sales Order Date: Jun 8, 2022
 Ship By: Jun 8, 2022
 Page: 1

To:
GRAY FIRE DEPT 125 SHAKER ROAD GRAY, ME 04039

Ship To:
GRAY FIRE DEPT 125 SHAKER ROAD GRAY, ME 04039

Customer ID	PO Number	Sales Rep Name
GRAY FIRE DEPT-368	2022 Ford Intercept.	NICOLE SWETT
Customer Contact	Shipping Method	Payment Terms
CHIEF ELKANICH	BEST	Net 30 Days

Quantity	Item	Description	Unit Price	Amount
		Pete requested (1) single deck, single full feature remote head mobile and (1) single deck, dual full feature remote head mobile to be installed into a 2022 Ford Intercept. Dual head radio to have (1) head mounted in console and other in rear of vehicle. Radios to be programmed with customer archive on file.		
		Customer also requesting a vehicle specific console.		
		657-3931		
2.00	NX-5700BK	50W, 136-174 MHz, RF DECK ONLY	649.60	1,299.20
1.00	5AFFM	REMOTE KIT DUAL HEAD -SINGLE RF DECK w/KMC-65M(x2) KCH-20RM(x2) KRK-15BM KCT-71M2(x2) KCT-23M3 KES-5A(x2) KCT-72M(x2)	1,582.64	1,582.64
1.00	5AFM	REMOTE KIT SINGLE HEAD/SINGLE RF DECK incl: KMC-65M, KCH-20RM, KRK-15BM, KCT-71M2, KCT-23M3, KMB-33M, KES-5A, KCT-72M	844.48	844.48
2.00	B132S	1/4 WAVE VHF BROADBAND ANTENNA W/	46.00	92.00
Subtotal				Continued
Sales Tax / Service Provider Tax				Continued
Freight				Continued
TOTAL ORDER AMOUNT				Continued

RADIO COMMUNICATIONS MGMT, INC158 RAND ROAD
PORTLAND, ME 04102**SALES ORDER**Sales Order Number: 69251
Sales Order Date: Jun 8, 2022
Ship By: Jun 8, 2022
Page: 2Voice: 207-797-7503
Fax: 207-878-3521

To:
GRAY FIRE DEPT 125 SHAKER ROAD GRAY, ME 04039

Ship To:
GRAY FIRE DEPT 125 SHAKER ROAD GRAY, ME 04039

Customer ID	PO Number	Sales Rep Name
GRAY FIRE DEPT-368	2022 Ford Intercept.	NICOLE SWETT
Customer Contact	Shipping Method	Payment Terms
CHIEF ELKANICH	BEST	Net 30 Days

Quantity	Item	Description	Unit Price	Amount
		SPRING		
2.00	MB8U	ANTENNA CABLE 3/4 BRASS MOUNT	18.80	37.60
2.00	RFU-505	UHF MALE CRIMP RG58	3.46	6.92
2.00	46044	MINI FUSE CIRCUIT TAP	6.50	13.00
1.00	NEW ITEM	C-VS-1210-INUT / 2020 Ford Interceptor Angled Console	470.92	470.92
2.00	C-EB30-KCH-1P	3" BRACKET FOR KENWOOD KCH-20R FULL FEATURE HEAD	28.62	57.24
1.00	C-EB40-CCS-1P	1 PIECE MT BRKT CENCOM CCSRN3, 4" MOUNTING SPACE	31.69	31.69
1.00	C-FP-2	2" FILLER PLATE	11.90	11.90
1.00	C-CUP2-1	4 " DUAL CUP HOLDER	40.88	40.88
1.00	NEW ITEM	C-AP-0645 / 6" Accessory Pocket 4.5" Deep	64.90	64.90
1.00	C-ARM-103	EXTERNAL CONSOLE ARMREST	114.90	114.90
1.00	C-MC	HAVIS-SHIELD CONSOLE MIC CLIP	14.28	14.28
1.00	C-MCB	MIC CLIP BRACKET WITH HARDWARE FOR MAP LIGHT OR MIC CLIP	18.17	18.17
2.00	INSTALL KIT	INSTALLATION PARTS	6.50	13.00
8.00	INSTALLATION CF	INSTALLATION LABOR - 2 MEN	130.00	1,040.00
Subtotal				5,753.72
Sales Tax / Service Provider Tax				
Freight				0.00
TOTAL ORDER AMOUNT				5,753.72

TOWN OF GRAY
FEE SCHEDULE FY 2023

TOWN OFFICE-CLERK/TREASURE	Fees	Proposed Changes
Motor Vehicle Registrations		
Excise rates are determined at the State level as well as all other mandated fees.		
Agent fees are traditionally set at the highest rate allowed by the State.		
Vital Records (Birth, Death, Marriage)		
Rates are determined at the State level.		
Dog Licenses		
Rates are determined at the State level (including late fee assessed on February 1st annually).		
Ordinance mandated fee for unregistered dogs (maximum)	\$100.00	
Inland Fisheries & Wildlife Licenses (Hunting, Fishing)		
Rates are determined at the State level.		
Recreational Vehicle Registrations (Boat, Airplane, ATVs, Snowmobiles)		
Excise rates are determined at the State level as well as all other mandated fees.		
Agent fees are traditionally set at the highest rate suggested by the State.		
Ordinance-Mandated Licenses/Permits		
Automobile Graveyard and Auto Recycling Permit* ("Junk Yards")	\$50.00	
Games of Chance License*-Rates are determined at the State level.		
Liquor License* (Off-premise Caterer)	\$10.00	
Special Amusement Permit*	\$250.00	
Liquor License*	\$30.00	
Mass Gathering Application Fee* (non-refundable)	\$25.00	
Mass Gathering Permit Fee*	\$200.00	
Massage License (New)-Therapist Or Establishment Or Combination*	\$150.00	
Massage License (Renewal)-Therapist Or Establishment Or Combination*	\$50.00	
Mobile Vendor License (Resident)*	\$25.00	
Mobile Vendor License (Non-Resident)*	\$50.00	
Farmer's Market License		
Private Property Annually	\$15.00	
Vendor Fee (Per Each)	\$10.00	
Public Property Annually	\$35.00	
Vendor Fee (Per Each)	\$15.00	
Food Truck License		
Resident	\$25.00	
Non Resident	\$50.00	
Advertising Fee	\$100.00	
Farm Stand-Annual License	\$50.00	Moved from code enforcement
Home Solicitation License (Resident)*	\$25.00	
Home Solicitation License (Non-Resident)*	\$50.00	
Professional Fireworks Display	\$400.00	
Waste Haulers License	\$200.00	
Tax Lien Fees (Record, discharge, demand, postage)		
Rates are determined at the State level.		
Postage and demand fees are traditionally set at the highest rate allowed by the State.		

TOWN OF GRAY
FEE SCHEDULE FY 2023

	Fees	Proposed Changes
TOWN OFFICE-CLERK/TREASURE (continued)		
Miscellaneous Clerk Fees		
Abutter Notifications (per abutter) (required if any Mass Gathering Permit Fee is waived)	Current rate set by USPS for applicable first-class mail	
Advertising (for all applications which require a Public Hearing)(per ad)*	\$100.00	
Copies-Black and White (per page)	\$0.50	
Copies-Color (per page)	\$1.00	
Fax (per page) (including vehicle insurance cards)	\$1.00	
Information Requests (FOIA, FOAA, etc)-First hour	\$0.00	
Information Requests (FOIA, FOAA, etc)-After the first hour	Highest rate allowed by State	
Non-Violation Land Use Consent Agreement (includes all out-of-pocket fees/expenses)	\$500.00	
Electronic or Hard Copy (Voter List) (as allowed by law)	Highest rate allowed by State	
Electronic Version of Database(s) (Dog Owners, Taxpayers/Property Information, etc)	\$35.00	
Mailing Labels (Voter List, Dog Owners, Taxpayers) (initial fee)	\$25.00	
Mailing Labels (Voter List, Dog Owners, Taxpayers) (per label)	\$0.05	
Notary Public (per signature page)	\$2.00	
Pole Permit (as allowed by law)		
Returned Check (per occurrence)	\$25.00	
Winter Maintenance Road Application (includes Registry of Deeds filing fee) (may be subject to separate Review escrow)	\$50.00	
*Indicates that the additional Advertising fee is required.		
COMMUNICATIONS INFORMATION		
GCTV		
Determined by GCTV Policy.		
Copies of meetings (per disk)	\$10.00	
Website (definitions attached)		
Sponsorship Fees-Business (annually)	\$120.00	
Sponsorship Fees-Organization/Religious (annually)	\$60.00	
RECYCLING & SOLID WASTE		
Asphalt Roofing (per cubic yard)	\$40.00	
Brush/Limbs/Tree parts (per cubic yard)	\$5.00	
Carpet (per cubic yard)	\$10.00	
Demolition Debris (per cubic yard)	\$25.00	
Demolition Wood (per cubic yard)	\$10.00	
Freon Units	\$14.00	
Leaves/Grass (per cubic yard)	\$3.00	
Mattresses (per piece)	\$5.00	
Recycling Disposal Sticker (Resident)	\$5.00	
Chair	\$8.00	
Love Seat	\$10.00	
Sofa up to 6 feet	\$15.00	
Televisions	\$5.00-\$10.00	
Tires-Off Rim	\$2.00	
Tires-On Rim	\$4.00	

TOWN OF GRAY
FEE SCHEDULE FY 2023

PUBLIC WORKS	Fees	Proposed Changes
Private Road & Sign		
Sign	\$60.00	
Post	\$35.00	
Bracket/Hardware	\$25.00	
Install	\$80.00	
GRAY PUBLIC LIBRARY		
Copies-Black and White (per page)	\$0.50	\$0.25
Faxes-outgoing/incoming (per page)	\$1.00	
Library Card (Non-Resident)	\$30.00	
Library Card (Resident)		
Replacement Card	\$3.00	
Lost Items (per incident)	List Price of Item + \$3.00	
Minerva Loan Fine (per day)	\$0.10	
Overdue Fines Adult (maximum per incident)	\$5.00	
Overdue Fines Adult (per Day)	\$0.25-\$5.00	
Overdue Fines Adult's Audiobook (per Day)	\$0.25-\$5.00	
Overdue Fines Children (maximum per incident)	\$5.00	
Overdue Fines Children (per Day)	\$0.10	
Overdue Fines Children's Videos (per Day)	\$0.25-\$5.00	
Overdue Fines Children's Audiobooks & CDs (per Day)	\$0.25	
Overdue Fines New Books (per Day)	\$0.25-\$5.00	
Overdue Fines Periodicals (per Day)	\$0.25-\$5.00	
Overdue Fines Video & Music CD (per Day)	\$0.25-\$5.00	
Billed Items (14-days past due date) per incident		\$3.00
Late Return (Item(s) returned 14 to 45 days past due date) per incident		\$3.00
Lost Items (45-days past due date; item ineligible for return) per incident		\$3.00
Scanning (per job)	\$1.00	
RECREATION		
All program fees are determined based on program details and budgets as posted and pre-approved by the Recreation Director and the Town Manager.		

TOWN OF GRAY
FEE SCHEDULE FY 2023

	Fees	Proposed Changes
PUBLIC SAFETY		
Rescue Services		
ALS (Base Rate) (formerly Paramedic, Intermediate Care)	\$850.00	\$1000.00
BLS (Base Rate)	\$600.00	\$700.00
Controlled Burns (Base Rate)	\$500.00	
Cardiac Monitoring (Flat Rate)	\$100.00	
IV Treatment (Flat Rate)	\$100.00	
Oxygen (Flat Rate)	\$50.00	
ALS Intercept (providing ALS care to another community)	\$300.00	
Advanced Airway Care	\$100.00	
ALS #2 (when 3 or more medications are used)	\$1,200.00	\$1,400.00
ALS Non-Emergency (ALS on board during routine BLS call)	\$625.00	
Defibrillation	\$50.00	
EMS Transports (per mile)	\$16.00	\$18.00
Medical Records (first page)	\$5.00 first page + \$.45 each additional page	
On Scene Treatment without transport	\$150.00	
Motor Vehicle Crashes		
Level 1 - Fire Department mitigation with clean-up of damage to public way.	\$500.00	
Level 2 - Level 1 plus medical assistance using collar, long board, extrication, tools needed for patient care and scene safety.	\$600.00	
Level 3 - Level 1 and 2 plus utilization of hydraulic devices, extrication equipment, lifting bags, stabilization and technical rescue tools including heavy rescue apparatus.	\$1,800.00	
Level 4 - Any incident requiring the use of Medical helicopter; includes setting up a landing zone and ensuring landing zone safety, including levels 1, 2 or 3.	\$2,100.00	
Fire Department		
Aerial/Ladder Truck (per hour)	\$200.00	
Chimney Fire (3rd & subsequent times within a 12-month period)	\$100.00	
Command Van (per hour)	\$100.00	
Hazardous Materials Incident (damaged or non-reusable equipment and supplies)	Individually determined based on replacement cost	
False Fire Alarm (3rd time within a 12-month period)	\$50.00	
False Fire Alarm (4th & subsequent times within a 12-month period)	\$100.00	
Fire and EMS report (per copy)	\$20.00	
Forestry Units (per hour)	\$100.00	
Personnel Labor (per hour)	\$45.00	
Pumper Truck (per hour)	\$125.00	
Ambulance (per hour)	\$100.00	
Heavy Rescue (per hour)	\$125.00	
Tank Truck (per hour)	\$100.00	
Utility Truck (per hour)	\$50.00	

TOWN OF GRAY
FEE SCHEDULE FY 2023

PUBLIC FACILITIES RENTAL	Fees	Proposed Changes
Recreation		
Newbegin Community Gymnasium		
Local For-Profit Organization	\$50/hr or three hours for \$105.00	
Local Non-Profit Organization	\$35/hr or three hours for \$75.00	
Non-Local For-Profit Organization	\$60/hr or three hours for \$126.00	
Non-Local Non-Profit Organization	\$45/hr or three hours for \$95.00	
Beach Volleyball Court-1 Court (per hour)		
Local For-Profit Organization	\$15.00	
Local Non-Profit Organization	\$10.00	
Non-Local For-Profit Organization	\$20.00	
Non-Local Non-Profit Organization	\$15.00	
Beach Volleyball Court Lights-1 Court (per hour)		
Local For-Profit Organization	\$20.00	
Local Non-Profit Organization	\$15.00	
Non-Local For-Profit Organization	\$30.00	
Non-Local Non-Profit Organization	\$25.00	
Beach Volleyball Court-2 Court (per hour)		
Local For-Profit Organization	\$25.00	
Local Non-Profit Organization	\$20.00	
Non-Local For-Profit Organization	\$35.00	
Non-Local Non-Profit Organization	\$30.00	
Beach Volleyball Court Lights-2 Court (per hour)		
Local For-Profit Organization	\$30.00	
Local Non-Profit Organization	\$25.00	
Non-Local For-Profit Organization	\$40.00	
Non-Local Non-Profit Organization	\$35.00	
Douglas or Pennell Ball Field Rental (per hour)		
Local For-Profit Organization	\$25.00	
Local Non-Profit Organization	\$0.00	
Non-Local For-Profit Organization	\$35.00	
Non-Local Non-Profit Organization	\$0.00	

TOWN OF GRAY
FEE SCHEDULE FY 2023

PUBLIC FACILITIES RENTAL (continued)	Fees	Proposed Changes
Newbegin Rec Room		
Local For-Profit Organization	\$75/hr or three hours for \$158.00	
Local Non-Profit Organization	\$60/hr or three hours for \$126.00	
Non-Local For-Profit Organization	\$85/hr or three hours for \$179.00	
Non-Local Non-Profit Organization	\$70/hr or three hours for \$147.00	
Newbegin Softball Field (per hour)		
Outdoor Basketball Courts (per hour)		
Local For-Profit Organization	\$15.00	
Local Non-Profit Organization	\$10.00	
Non-Local For-Profit Organization	\$20.00	
Non-Local Non-Profit Organization	\$15.00	
Pennell Snack Shack (per hour)		
Local For-Profit Organization	\$15.00	
Local Non-Profit Organization	\$0.00	
Non-Local For-Profit Organization	\$30.00	
Non-Local Non-Profit Organization	\$0.00	
Security Deposit--Newbegin Rec Room rental requires a \$200 security deposit per rental. All other facility rentals require a \$100 security deposit per rental.		
Library		
Small Meeting Room-Non-Profit/Community Organizations (per hour)	\$5.00	\$0.00
Small Meeting Room-For-Profit Organizations (per hour)	\$40.00	
Large Meeting Room-Non-Profit/Community Organizations (per hour)	\$15.00	\$0.00
Large Meeting Room-For-Profit Organizations (per hour)	\$40.00	

TOWN OF GRAY
FEE SCHEDULE FY 2023

COMMUNITY DEVELOPMENT	Fees	Proposed Changes
Administrative		
Copies-8.5 x 11 (letter-black) (per page)	\$0.50	
Copies-8.5 x 11 (letter-color) (per page)	\$1.00	
Copies-11 x 17 (legal/ledger-black) (per page)	\$1.00	
Copies-11 x 17 (legal/ledger-color) (per page)	\$1.50	
Copies-24 x 36 (Black) (per page) (Town documents ONLY)	\$5.00	
Copies-24 x 36 (Color) (per page) (Town documents ONLY)	\$7.00	
Copies-36 x 48 (Black) (per page) (Town documents ONLY)	\$10.00	
Copies-36 x 48 (Color) (per page) (Town documents ONLY)	\$15.00	
Copies-Deeds (per page)	\$1.00	
Copies-(Town street maps)	\$3.00	
Copies-Ordinance-Subdivision, Zoning & Shoreland Zoning ONLY	\$20.00	
Copies-Ordinance-All other Ordinances	\$10.00	
Copies-Disk-All Ordinances	\$40.00	
E-mail/scan or fax of tax/property information (per page) (prepayment required)	\$1.00	
Electronic Version of Database(s) (Taxpayers/Property Information, etc)	\$35.00	
Research Requests (mortgage information verification, etc) (first 15 Minutes)	\$35.00	
Research Requests (mortgage information verification, etc) (Every 30 minutes after the first 15 Minutes)	\$35.00	
PLANNING BOARD (PB)/STAFF REVIEW COMMITTEE (SRC)		
Abutter Notifications (per abutter)	\$8.00	
Legal Advertising (per ad)	\$100.00	
Planning Review & Escrow Fees	Please see attached	
ZONING BOARD OF APPEALS (ZBA)		
Administrative Appeal (includes legal advertising and abutter notifications)	\$300.00	
Variance Application (includes legal advertising and abutter notifications)	\$300.00	

TOWN OF GRAY
FEE SCHEDULE FY 2023

CODE ENFORCEMENT	Fees	Proposed Changes
All Work done without a Permit is subject to double the normal permit fee or \$100.00 (whichever is greater)	Minimum of \$100.00	
Building		
Building Permit Admin Fee	\$25.00	
Permit Fee (minimum)	\$25.00	
Permit (per square feet)		
Foundation/Unfinished/Decks/Sheds etc.	\$0.30	
Residential-Other Finished Space	\$0.35	
Commercial-Other Finished Space	\$0.45	
New Dwelling Unit (Per Each)	\$400.00	
Mobile Home Units	\$400.00	
Permit Renewal (one-time only)	\$100.00	
Certificate of Occupancy-Residential	\$50.00	
Certificate of Occupancy-Commercial	\$100.00	
Chimney	\$50.00	
Commercial Solar Energy Installation Permit (per acre)	\$500.00	
Residential Solar Permit	\$150.00	
Demolition	\$100.00	
Heating System	\$50.00	
Re-inspection (2nd & subsequent times)	\$50.00	
Electrical		
Additional Meters/Subpanels/Generators	\$50.00	
Minimum Wiring Fee	\$50.00	
Electrical Service	\$50.00	
Sheds 120 sq ft & under	\$25.00	
Wiring Permit (per square feet)	\$0.08	
Plumbing/Subsurface Wastewater Disposal		
Interior Plumbing Fixture Fee	\$10.00 per fixture (minimum of 4 fixtures) plus \$25.00 admin fee	

TOWN OF GRAY
FEE SCHEDULE FY 2023

	Fees	Proposed Changes
CODE ENFORCEMENT (continued)		
Sub-surface Wastewater Disposal Permit Fee		
Complete engineered system	\$225.00	
Complete non-engineered system	\$275.00	
Primitive system	\$125.00	
Separate grey waste disposal field	\$60.00	
Seasonal conversion permit	\$75.00	
First time variance	\$45.00	
DEP's complete system surcharge	\$15.00	
Separate Parts of Disposal System Permit Fee		
Alternative toilet only	\$75.00	
Disposal field only (engineered system)	\$175.00	
Disposal field only (non-engineered system)	\$175.00	
Treatment tank only (non-engineered system)	\$175.00	
Treatment tank only (engineered system)		
	\$105.00	
Holding Tank		
	\$125.00	
Other components (pump station, piping, etc)		
	\$55.00	
Rates are determined at the State level.		
Town fees are traditionally set at the highest rate allowed by the State.		
Gravel Pit		
Permit Application (subject to additional Planning Review Fees)	\$250.00	
Annual Permit Renewal	\$100.00	
Expansion of Pit	\$300.00	
Penalty Fee (failure to submit required paperwork)	\$100.00	

TOWN OF GRAY
FEE SCHEDULE FY 2023

	Fees	Proposed Changes
CODE ENFORCEMENT (continued)		
<i>Ordinance-Mandated Licenses/Permits</i>		
Flood Hazard Development Permit	\$50.00	
Hazardous Material Control-Annual Permit (Class I-Class V)	\$150.00	
Hazardous Material Control-Permit (subject to Planning Review Escrow)	\$350.00	
Mobile Home Park-Annual License	\$200.00	
Mobile Home Park-Permit Application	\$500.00	
Mobile Home Park-Revision to plan	\$250.00	
Wireless Telecommunications-Application Review	\$500.00	
Wireless Telecommunications-Planning Board Application Fees	\$250.00	
Wireless Telecommunications-Amendments to plan	\$250.00	
Wireless Telecommunications-CEO Application	\$400.00	
Violation Land Use Consent Agreement (includes all out of pocket fees/expenses)	Up to the Highest rate allowed per Town Council Order	
<i>Miscellaneous Permits</i>		
Dock	\$50.00	
Driveway Opening	\$100.00	
Home Occupation	\$50.00	
Shoreland Zoning Application Minor Unfinished Structure up to 120 sq ft/minor landscape	\$50.00	
Shoreland Zoning Application Major	\$150.00	
Sign Permits (per sign)	\$50.00	
Swimming Pool (Plus Applicable Permit Fees)	\$100.00	
Tree Removal (Flat Rate)	\$75.00	

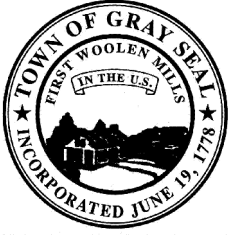
TOWN OF GRAY
FEE SCHEDULE FY 2023

Planning Board/Staff Review Committee Fee Schedule FY 2023

APPLICATION	PLANNING REVIEW (Fee)	ENGINEERING or LEGAL REVIEW (Escrow)
SITE PLAN REVIEW		
Site Plan Review-Minor* Site Plan Review-Major*	\$450 \$550	Structures and Associated Site Work 2,000 – 5,000 sf.; \$2,500 5,001 – 15,000 sf.; \$5,000 15,001 – 35,000 sf.; \$4,000 35,000 sf.+; to be determined Multi-Family and Condos Up to 6 units; \$2,000 7 – 15 units; \$3,000 16 – 30 units; \$4,000 30+ units; to be determined
SUBDIVISION		
Sketch Plan	\$250	
Minor Subdivision*	\$200 / Lot	\$500
Preliminary Major Subdivision*	\$125 / Lot or Dwelling unit	5 – 10 lots / DU; \$2,500 11 – 15 lots / DU; \$3,000 16 – 30 lots / DU; \$3,500 30+ lots; to be determined
Final Major Subdivision*	\$550	
CONDITIONAL USE		
Pre-application Conference	\$250	
Conditional Use Only*	\$350	\$150
MULTIPLE REVIEWS		
Sketch Plan Review for Residential Subdivision and Site Plan Review*	\$450	See above fees for Subdivision
Sketch Plan Review for Commercial Subdivision and Site Plan Review*	\$550	See above fees for Subdivision
Conditional Use plus Minor Site Plan Review*	\$550	\$200
Conditional Use plus Major Site Plan Review*	\$750	\$250

TOWN OF GRAY
FEE SCHEDULE FY 2023

OTHER		
Pre-Project Staff Consultation	No Charge First Hour \$75 / each additional hour	\$150
Pre-Application Conference	\$250	
Planning Board Workshop	\$250	
Development Team Meeting	\$150	
Planning Board Shoreland Zoning Permit Application*	\$250	
Gravel Pit*	\$750	\$1,000
Rezoning Requests*	\$550	
Contract Zone Requests*	\$750	\$1,000
Contract Zone Requests* substantive revised submittal	\$200 each	
Extension (1-year) of Approved Plan with No Amendments*	\$200	
Plan Amendments / Item-Changed Planning Board Site Plan Review/Subdivision Plan Amendments per item changed*	\$350	
*Notification of Abutters and Legal Advertisement Required	Refer to Fee Schedule for Planning Board	



TOWN OF GRAY

Henry Pennell Municipal Complex
22B Main St, Gray Maine 04039
www.graymaine.org

DEPARTMENT OF BUILDINGS AND
GROUNDS

Mo Russo III, Director
mrusso@graymaine.org
207-657-3339 ext.131

MEMO

To: Nate Rudy, Town Manager
Gray Town Council

From: Mo Russo, Director of Buildings and Grounds

Date: June 28, 2022

Re: Pennell Municipal Complex-Septic Design

The Pennell Municipal Complex has four separate septic systems, each servicing their own building. All four systems are rapidly nearing the end of life. Pennell has a 5,200-gallon tank which was constructed in 1954. Newbegin has a 3,000-gallon tank with an unknown construction date. The Manual Arts Building, which currently houses Buildings and Grounds has a septic tank that is original to the building constructed in 1952. The Lab Building is believed to have a cess pool that is located at the front of the building with an unknown construction date.

I initially consulted Brady Frick of Albert Frick Associates, a licensed soil evaluator and septic designer on the replacement of the various systems. After an initial review it was determined by Brady that our daily flow triggered an engineered system. I contacted Will Haskell of Gorrill Palmer who the Town uses for civil engineering, and we went over the current uses, and he set out to contact the appropriate firms to obtain costs.

In the time leading up to the first proposal the scope of the project grew, due to Council tentatively approving recommendations from the Facility Assessment by Port City Architecture. With these considerations and expected anticipated excavation that would ensue with the septic alone it would make sense to tie other aspects into this proposal. These items include new water lines to Manual Arts Building, Lab Building, and Newbegin. A water line extension from the existing fire hydrant to the area adjacent to the softball field to be used in the future for irrigation and the ice rink. Instillation of underground propane tanks for Newbegin and Manual Arts. Replacing the basketball court with parking. Instillation of electrical conduits to the Lab Building.

Will has provided the revised proposal that accounts for these items.

June 1, 2022 (Revised)

Mose Russo, Facilities Manager
Town of Gray
228 Main Street
Gray, ME 04039

Re: Proposal for Engineering Services for
Septic System Design at the Town Office Complex

Dear Mo:

Thank you for your patience on this proposal. Gorrill Palmer appreciates the opportunity to submit this proposal for the design of a combined septic system at the Town Office Complex located at 228 Main Street in Gray. We have teamed with Owen Haskell, Inc. to provide site survey, Albert Frick Associates, Inc. to assist with test pit evaluation and system design, and Sevee & Maher Engineers (SME) to provide a hydrogeologic assessment.

This revised proposal is based on a conversation with you on April 28, 2022, where we discussed several scope changes to the project, including:

- **Expanding the scope of the survey work to include a full boundary survey for the complex**
- **Better understanding and increase of the anticipated design flow for all the facilities in the complex which resulted in a change to the hydrogeologic scope of services and licensed site evaluator services**
- **Removing the basketball court and replacing it with parking**
- **Extending the water line/service from the existing onsite hydrant to provide irrigation for the ball fields**
- **Converting the maintenance building to public bathrooms**

Project Understanding

We understand that there are multiple septic systems on the property, including the following:

- Septic tank, pump station and disposal field for the Town Office Building
- Septic tank and disposal field for the Facilities Building
- Septic tank and disposal field for the Newbegin Gym
- Cesspool for the Lab Building

The goal of this project would be to combine the flow from all buildings into common septic tankage, pump station and subsurface disposal field that is sized to accommodate the design flow from all buildings. We will prepare the necessary design calculations and plans necessary to permit the proposed system.

Scope of Services

We propose the following scope of services:

1. Attend a kickoff meeting with the Town to review the project, obtain any background plans/information, and make site observations. Observations will include locations of visible sewer/septic piping and system components for the Facilities Building, Newbegin Gym and the Lab Building. It would also be helpful to obtain



information on size of existing septic tanks, pumping frequency for the septic tanks, pump specifications for the existing Town Office System, and any other pertinent information that may be available. This meeting will be attended by representatives from Gorrill Palmer, Albert Frick & Associates, and Sevee & Maher.

2. Retain Owen Haskell, Inc. to prepare a boundary, existing conditions and topographic survey. See attached proposal from OHI for more detailed scope and limit of work.
3. Retain Sevee & Maher Engineers (SME) to prepare a subsurface wastewater disposal system mounding and nitrate study and associated report. See attached proposal from SME for more detailed scope of their services. We have assumed 2 meetings for SME.
4. Retain Albert Frick & Associates (AFA) to evaluate test pits, provide soil profile descriptions, assist with engineered system leach field layout, assist with engineered system design and drafting, completion of HHE-20 form. **It is assumed that any test pits would be dug by the Town of Gray Public Works crew.** Gorrill Palmer or AFA will mark the site for Dig Safe prior to any excavation work. See attached scope of services from AFA for a more detailed scope of their services.
5. Calculate design flows based on the Maine Subsurface Rules, or Gray Water District water records, if available. We have initially assumed that design flows would be in the range of 5,000 to 5,500 gallons per day.
6. Determine the size and type of the subsurface disposal field. We have assumed that the replacement field will be located in the approximate vicinity of the existing disposal field for the Town Office, which is in the outfield of the adjacent ball field. Additional septic treatment may be necessary to keep the disposal field size within required setbacks to the property lines.
7. Determine the size and location of the combined septic tanks and septic treatment system.
8. Determine the size and location of the combined sanitary sewer effluent pump station.
9. Prepare the design plans for the sanitary sewer pipe system and any associated manholes to convey sewer flows from the various buildings to the combined septic tanks.
10. Prepare design plans for the expanded parking area within the existing basketball court and the extended water services for athletic field irrigation. We have not included design of the irrigation system or design of the anticipated underground propane storage tank system.
11. Prepare an opinion of probable construction cost estimate for the proposed septic system replacement, parking expansion, and water main extension.
12. Meet with the Town to review the design plans.
13. Prepare the HHE-200 forms and submit the design and permit application to the local plumbing inspector and State Department of Environmental Health (DEH) for approval. This task will include a meeting with DEH.
14. Prepare bid specifications and documents suitable for submitting to contractors for bidding.

Scope Exclusions

The following items are excluded from this scope. These items can be provided for an additional fee, if necessary or requested.



- Bidding services
- Permit application fees
- Town of Gray Site Plan Review permitting
- Maine DEP permitting (Stormwater or Site Law)
- Construction phase services

Schedule

We are ready to begin this work upon receipt of a signed proposal.

Fee

We will complete the Scope of Services on an hourly rate basis within the estimated fee range provided below:

OHI Survey Fee:	\$ 11,000
SME Hydrogeo. Fee:	\$ 7,480
AFA Fee:	\$ 6,050
Gorrill Palmer Fee:	<u>\$25,070</u>
Total Fee:	\$49,600

Reimbursable expenses for Gorrill Palmer, such as mileage, are **not** included in the above fees. We suggest you budget about **\$150 for reimbursable expenses.**

Closure

We appreciate the opportunity to submit this proposal and look forward to discussing the work with you. Please contact us if you have any questions. We have attached our standard terms of engagement. Please sign below and return a signed copy of this proposal for our records.

Sincerely,
Gorrill Palmer

A handwritten signature in black ink that reads "William C. Haskell".

William C. Haskell, PE
Principal

Enc.
U:\2344.166\A Proposal\2022-06-01 pro town of gray septic.doc

Acceptance of Proposal and Standard Terms of Engagement

Authorized Signature

Printed Name & Title

Date

STANDARD TERMS OF ENGAGEMENT FOR CONSULTING SERVICES

These Standard Terms supplement our engagement letter with you. Unless modified in writing by mutual agreement, our engagement letter and these Standard Terms will govern our agreement with you. Therefore, we ask that you review these Standard Terms carefully and contact us promptly if you have any questions. We suggest that you retain these Standard Terms in your file along with the engagement letter.

1. INFORMATION PROVIDED BY OTHERS

GORRILL PALMER shall indicate to the CLIENT the information needed for rendering of services hereunder. The CLIENT shall provide to GORRILL PALMER such information as is available to the CLIENT and the CLIENT'S consultants and contractors, and GORRILL PALMER shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is impossible for GORRILL PALMER to assure the accuracy, completeness and sufficiency of such information either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold GORRILL PALMER and GORRILL PALMER'S sub-consultants harmless from any claim, liability or cost (including reasonable attorney's fees and costs of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT to GORRILL PALMER.

2. BILLING

The CLIENT will be billed monthly for services and agrees to pay within 30 days of presentation. Upon CLIENT'S failure to pay for services as agreed herein, GORRILL PALMER may terminate its performance under this Agreement upon 5 days written notice. CLIENT agrees to pay a late charge equal to 1.5% per month of any amounts due hereunder which are more than 30 days past due. CLIENT agrees to pay all costs of collection of fees owed pursuant to this AGREEMENT, including, but not limited to, reasonable collection agency fees, attorney's fees, and court costs.

3. OWNERSHIP AND USE OF DOCUMENTS

All reports, field data, field notes, calculations, estimates, drawings and other documents and work product prepared by GORRILL PALMER, as instruments or products of service, shall remain the property of GORRILL PALMER. Copies of all such documents will be made available to the CLIENT upon request provided that CLIENT is not in default of its obligations hereunder.

The CLIENT agrees that all reports and other documents furnished to the CLIENT or its agents, which are not paid for, will be returned upon demand and will not be used by the CLIENT for any purpose whatever.

GORRILL PALMER will retain all pertinent records for a period of 5 years following submission of a report or other documents, during which period the records will be made available to the CLIENT at all reasonable times.

4. STANDARD OF CARE

GORRILL PALMER will endeavor to conduct services provided under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty, expressed or implied, is made.

5. BETTERMENT

If, due to GORRILL PALMER'S error, any required item or component of the project is omitted from GORRILL PALMER'S construction documents, GORRILL PALMER shall not be responsible for paying



the cost to add such item or component to the extent that such item or component would have been otherwise necessary to the project or otherwise adds value or betterment to the project. In no event will GORRILL PALMER be responsible for any cost or expense that provides betterment, upgrade or enhancement of the project.

6. DEFECTS IN SERVICES

The CLIENT shall promptly report to GORRILL PALMER any defects or suspected defects in GORRILL PALMER'S work or services of which the CLIENT becomes aware, so that GORRILL PALMER may take measures to minimize the consequences of such a defect. The CLIENT warrants that he or she will impose a similar notification requirement on all contractors in his or her CLIENT/CONTRACTOR contract and shall require all sub-contracts at any level to contain a like requirement. Failure by the CLIENT, and the CLIENT'S CONTRACTORS or SUBCONTRACTORS to notify GORRILL PALMER, shall relieve GORRILL PALMER of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given.

Payments to GORRILL PALMER shall not be withheld, postponed or made contingent on the construction, completion or success of the project or upon receipt by the CLIENT of offsetting reimbursement or credit from other parties causing Additional Services or expenses. No withholdings, deductions or offsets shall be made from GORRILL PALMER'S compensation for any reason unless GORRILL PALMER has been found to be legally liable for such amounts.

The CLIENT acknowledges that GORRILL PALMER is a corporation and agrees that any claim made by the CLIENT arising out of any act or omission of any officer or employee of the company in the execution or performance of this agreement, shall be made against GORRILL PALMER and not against such officer or employee.

7. DESIGN WITHOUT CONSTRUCTION PHASE SERVICES

It is understood and agreed that GORRILL PALMER'S Basic Services under this Agreement do not include project observation or review of the Contractor's performance or any other construction phase services, and that such services will be provided by the CLIENT. The CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation and supervision and waives any claims against GORRILL PALMER that may be in anyway connected thereto.

In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold GORRILL PALMER harmless from any loss, claim or cost, including reasonable attorney's fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of GORRILL PALMER.

8. TERMINATION

This agreement may be terminated by either party upon fourteen days written notice in the event of substantial failure by the other party to perform in accordance with terms hereof. Such termination shall not be effective if that substantial failure has been remedied before expiration of the period specified in the written notice. In the event of termination, the CLIENT shall remain liable for and shall pay all fees and charges incurred by GORRILL PALMER for services performed to the termination notice date plus reasonable termination expenses.

In the event of termination, or suspension for more than three (3) months, prior to completion of all reports contemplated by this Agreement, GORRILL PALMER may complete such analyses and records as are necessary to complete its files and may also complete a report on the services performed to the date of the notice of termination or suspension. Reasonable termination expenses shall mean all professional fees of GORRILL PALMER at standard hourly rates in completing such analyses, records, and reports, in addition to GORRILL PALMER'S direct costs incurred.



9. LIMITATION OF LIABILITY

The CLIENT and GORRILL PALMER have discussed the risks, rewards and benefits of the project as well as GORRILL PALMER's total fee for requested project services. The risks have been allocated such that the CLIENT agrees that, to the fullest extent permitted by law, GORRILL PALMER's total liability to the CLIENT for any and all CLIENT'S damages, injuries, claims, losses, expenses, or claims expenses arising out of or as a result of those professional services provided by GORRILL PALMER to Client shall not exceed the total amount of \$50,000. This limitation of liability shall apply to all causes of action and claims for damages and/or claims of CLIENT asserted against GORRILL PALMER, regardless of the legal theory but shall include, but not necessarily be limited to those of claims for damages, including breach of contract, contribution, indemnification, breach of warranty, strict liability or any negligence of GORRILL PALMER, and includes damages of all kinds, whether designated general, compensatory, incidental, consequential, or punitive, or any other type or description of damages. This provision shall take priority over any conflicting provision related to liability or damage in this Contract and Client understands that the fee of GORRILL PALMER has been calculated with the express understanding that the contract for professional services includes this limitation of liability provision.

10. INDEMNIFICATION

The CLIENT agrees to indemnify and hold harmless GORRILL PALMER from all claims and costs (including reasonable attorney's fees) arising out of this AGREEMENT; this indemnification, however, does not extend to any claims and/or costs caused by the intentional, reckless, or grossly negligent acts, errors, or omissions of GORRILL PALMER.

11. MANDATORY ARBITRATION; PRESERVATION OF LIEN AND STATUTORY RIGHTS

Except as expressly provided in this Section 11, all disputes between the parties will be governed by the laws of the State of Maine and decided in Portland, Maine by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, except to the extent such a waiver is prohibited by law. Nothing herein is intended to, or shall, circumscribe or limit the rights of GORRILL PALMER to create, perfect, and/or enforce any statutory or common law lien and prompt payment rights against the CLIENT or the property of any customer of the CLIENT, including the right to perfect or enforce such rights through one or more judicial proceedings in the State or Federal courts of the State of Maine or elsewhere, provided, however, that GORRILL PALMER and CLIENT agree that upon initiating any such judicial action to preserve or perfect a lien, the parties shall expeditiously stay the judicial proceeding pending arbitration. GORRILL PALMER's right to compel arbitration under the terms hereof preserves GORRILL PALMER's right to seek judicial enforcement of any lien, prompt payment rights, or any other claim subsequent to an award in arbitration as allowed by law. To the extent not elsewhere provided in this Agreement, GORRILL PALMER is entitled to recover its costs of enforcement at all stages of dispute, arbitration, and necessary litigation, including, without limitation, post-arbitration confirmation and enforcement, with costs to include reasonable attorney's fees incurred. Nothing in this section circumscribes or prevents a court of competent jurisdiction from enforcing lien rights, ordering a sale of property, or otherwise confirming or enforcing an arbitration award.

12. MEDIATION

In addition to and prior to arbitration, the parties shall endeavor to settle disputes by mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for mediation shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event shall the demand for mediation be made after the date when the institution or legal or equitable proceedings based on such claim, dispute, or other matter in question would be barred by the applicable statute of limitations. The failure of any party to demand or



participate in mediation as contemplated hereby shall not effect a waiver of such party's rights hereunder or under applicable law.

13. ASSIGNS

Neither the CLIENT nor GORRILL PALMER may delegate, assign, sublet or transfer its duties or interests in the agreement without the written consent of the other party.

14. THIRD PARTY BENEFICIARIES

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or GORRILL PALMER. GORRILL PALMER'S services under this Agreement are being performed solely for the CLIENT's benefit, and no other entity shall have any claim against GORRILL PALMER because of this Agreement or the performance or nonperformance of services hereunder. The CLIENT agrees to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.

15. OPINION OF PROBABLE CONSTRUCTION COST

GORRILL PALMER'S opinions of probable Construction Cost provided for herein are to be made on the basis of GORRILL PALMER'S experience and qualifications and represent GORRILL PALMER's best judgment as an experienced and qualified professional generally familiar with the industry. However, since GORRILL PALMER has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, GORRILL PALMER cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by GORRILL PALMER. If CLIENT wishes greater assurance as to Probable Construction Cost, CLIENT shall employ an independent cost estimator.

16. SEVERABILITY AND REFORMATION

Any provision found void or unenforceable will be modified or severed from this AGREEMENT to the extent necessary to express its intention. All remaining provisions will continue to be binding and valid.

17. CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor the Consultant, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and the Consultant shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

18. OTHER AGREEMENTS

This AGREEMENT takes precedence over all other terms and conditions of a purchase order or any other agreement whether written or oral.



OWEN HASKELL, INC.

PROFESSIONAL LAND SURVEYORS
390 U.S. ROUTE ONE, UNIT 10 FALMOUTH, MAINE 04105

May 9, 2022

William Haskell
707 Sable Oaks Drive, Suite 30
South Portland, ME 04106

Dear William,

Owen Haskell, Inc. will be pleased to provide a Boundary & Topographic Survey at 20, 22 & 24 Main Street in Gray, ME for a fee of \$10,000.

This will include:

- All research in the public record necessary to determine the record boundaries.
- A field survey to locate existing monumentation.
- 1-foot contours in the area outlined on page 2.
- Mapping of underground utilities.
- A drafted survey plan showing the results of our survey.
- Survey will be completed to the GP survey requirements and standards.

Upon confirmation we can start this survey in the next 12 weeks. If you have any questions or comments, please feel free to contact us.

Thank you for considering Owen Haskell, Inc. for your surveying needs and we look forward to hearing from you.

Sincerely,

Randy Loubier

Randy R. Loubier, PLS
Owen Haskell, Inc.
207-774-0424 ex 105
rloubier@owenhaskell.com

AUTHORIZATION TO PROCEED AND AGREEMENT:

Approval and notice to proceed is hereby granted to Owen Haskell, Inc. with the above-described project this ____ day of _____ 2022.

Authorized Signature: _____ **Title** _____



May 17, 2022

Mr. William Haskell
Gorrill Palmer
707 Sable Oaks Drive, Suite 30
South Portland, Maine 04106

Subject: Revised Proposal for Hydrogeologic Evaluation Services
for Engineered Subsurface Wastewater Disposal System for
Town of Gray Municipal Complex and Ancillary Buildings
24 Main Street, Gray, Maine

Dear Mr. Haskell:

Sevee & Maher Engineers, Inc. (SME) is pleased to provide this proposal for hydrogeologic evaluation services to assist Gorrill Palmer with the design and permitting for an engineered subsurface wastewater disposal system (disposal system) at the Town of Gray Municipal Complex and ancillary buildings (Town Office) at 24 Main Street, Gray, Maine. This proposal is prepared in accordance with discussions with Gorrill Palmer in a March 23, 2022 meeting and follow up email correspondence in May 2022.

SME understands that the project will include the hydrogeologic evaluation services for the design of a replacement disposal system for the Town Office. The design flow capacity is anticipated to be in the order of 5,000 to 5,500 gallons per day. Specifically, SME will perform an evaluation of the hydraulic groundwater mounding beneath the proposed subsurface wastewater disposal field (disposal field) and a nitrate-nitrogen impact evaluation for the proposed disposal system.

The Scope of Services, recommended budget, and anticipated schedule for the work to be completed by SME are included below.

SCOPE OF SERVICES

SME will provide Gorrill Palmer with the following services:

Task 1 – Hydrogeologic Investigation

The following tasks are anticipated to complete this work:

- Review and agree upon design flow calculations, disposal field type and sizing, and anticipated wastewater strength with Gorrill Palmer;
- Review of available published data and maps for the site's geologic, hydrogeologic, and natural resources conditions;

- Review existing and proposed site conditions;
- Prepare interpretive groundwater contour map based on existing available data;
- Obtain Dig Safe Ticket for performing soil hand auger testing;
- Site visit to: (1) perform soil hand auger testing in anticipated vicinity of the proposed disposal field; and (2) collect three soil samples representative of soils beneath the proposed disposal field;
- Perform grain size analyses for three soil samples. The grain size analyses results will be used to calculate the estimated hydraulic conductivity of the soils; and
- Observe on-site soils in the area of the proposed disposal field when test pits are observed by project Site Evaluator (others).

SME assumes that Gorrill Palmer will provide SME with a site plan showing the proposed disposal field location, topography, property boundaries, and on-site water supply wells (if applicable).

If schedules permit, SME requests to be present at the time that soil test pits for the disposal field are being observed by the Site Evaluator. SME assumes that the Site Evaluation test pits for the proposed disposal field will be provided to SME for our evaluation.

Task 2 – Hydrogeologic Evaluation and Report

SME will complete a hydrogeologic evaluation report that will incorporate the following components:

- Site background;
- Site and soil conditions;
- Grain size analyses results and estimated hydraulic conductivity estimates;
- Hydrogeologic assessment, including: hydrogeologic setting, groundwater analytical model description, wastewater mounding and transmission analyses, and nitrate-nitrogen impact assessment; and
- Soil test pit logs (provided by others).

Potential Supplemental Tasks – Meetings

SME will prepare for the following meetings and attend upon request:

- Meeting with the Town of Gray;
- Meeting with the Maine Department of Health and Human Services (MEDHHS) Subsurface Wastewater Unit; and/or
- Meeting with the Maine Department of Environmental Protection (MEDEP).

COMPENSATION

SME suggests that compensation be budgeted in accordance with the table below for the Scope of Services described above.

Task Number	Description	Suggested Budget
1	Hydrogeologic Investigation	\$3,900
2	Hydrogeologic Evaluation and Report	\$2,100
	TOTAL	\$6,000
Costs in Addition to Tasks 1 and 2 (if requested)		
	Cost Per Meeting with Town of Gray, MEDHHS, and/or MEDEP (assumes virtual meeting)	\$400

For planning purposes, SME recommends a budget of \$6,000 for the Scope included in this proposal (i.e., Tasks 1 and 2). Compensation for the services described above will be based on time and materials expended in accordance with the Fee Schedule provided in Attachment 1. This estimated total budget will not be exceeded without written prior authorization.

SCHEDULE

SME is prepared to begin work upon your authorization to proceed. SME anticipates substantial completion of work in two to three weeks from the date of authorization; however, this schedule is subject to change based on the pace of other aspects of the project.

AUTHORIZATION

Your signature below constitutes authorization to proceed on the work described herein. Please sign and return a copy of this proposal for our files.



Should questions arise or additional information be desired, please do not hesitate to contact Andrew Gobeil or me at 207.829.5016.

Sincerely,

SEVEE & MAHER ENGINEERS, INC.

A handwritten signature in black ink, appearing to read 'E. M. Clapp', is written over a horizontal line.

Erik M. Clapp, Ph.D., L.G.
President/Principal

ACCEPTED and AGREED TO:

Signature

Printed Name

Date

Attachment 1 Fee Schedule
Attachment 2 Schedule of Contract Conditions

ATTACHMENT 1

FEE SCHEDULE



FEE SCHEDULE
Effective January 1, 2022

PRINCIPAL	\$175/hr
SENIOR CHEMIST	\$200/hr
SR. ENGINEER/SR. GEOLOGIST/SR. SCIENTIST	\$150/hr
ENGINEER/GEOLOGIST/SCIENTIST	\$130/hr
SENIOR FIELD ENGINEER	\$130/hr
FIELD ENGINEER	\$100/hr
SENIOR TECHNICIAN	\$95/hr
SENIOR CADD	\$95/hr
CADD	\$80/hr
TECHNICIAN	\$80/hr
JUNIOR TECHNICIAN	\$50/hr
CLERICAL	\$50/hr
COMMUNICATIONS	3% of labor
COMPANY VEHICLE USE	\$0.75/mi
PERSONAL VEHICLE USE*	\$0.56/mi
SUBCONTRACTORS	Cost + 15%
PERMIT/APPLICATION FEES	Cost + 10%
DIRECT EXPENSES	Cost + 10%

*Personal Vehicle Use will adjust as needed to be consistent with the Standard Mileage Rate set by the IRS.

Invoices will be submitted every 30 days. Payment shall be made to Sevee & Maher Engineers within 30 days of receipt of invoice. A 1.5% finance charge will be assessed on all past due invoices.

ATTACHMENT 2

SCHEDULE OF CONTRACT CONDITIONS

Schedule of Contract Conditions

Scope of Services

Sevee & Maher Engineers, Inc. (SME) shall perform the professional services designated and described in the letter agreement dated _____ between SME and _____ (hereafter referred to as the Client) which constitutes a part of this Schedule.

Ownership of Documents

All documents, including Drawings, Specifications, estimates, field notes, and other data, prepared or furnished under the scope of services described in the letter agreement are instruments of service in respect to the Project and shall remain the property of SME whether or not the Project is completed. Client may make copies thereof as is necessary to occupy and operate the Project by Client or others, however, such documents are not intended or represented to be suitable for additions, extensions, or completion of the Project by another engineer, use on any other project or use by anyone other than the client. Any reuse without written verification or adaptation by SME for the specific purpose intended is at Client's sole risk and without liability or legal exposure to SME or their independent contractors or consultants.

Opinions of Cost

In providing estimates of probable construction cost, the Client understands that SME has no control over the cost or availability of labor, equipment, or materials, or over market conditions or the Contractor's method of pricing, and that SME's estimates of probable construction costs are made on the basis of SME's professional judgment and experience. SME makes no warranty, expressed or implied, that the bids or the negotiated cost of the Work will not vary from SME's estimate of probable construction cost.

Health and Safety

SME shall be responsible for, and its employees shall follow, health and safety precautions which meet federal, state, and local standards, statutes, and regulations. SME shall not specify construction procedures, manage or supervise construction, or implement or be responsible for health and safety procedures for other than its own employees or subconsultants. SME shall not share any responsibility for the acts, errors, or omissions of its subconsultants or other parties on the Project nor have control or change of, or be responsible for, construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs.

SME observation and testing of portions of the work of other parties on the Project shall not relieve such other parties from their responsibilities for performing their work in accordance with applicable health and safety requirements.

Risk Allocation

The Client hereby agrees to limit SME's total liability for any claims or damages of any nature whatsoever to a maximum amount equal to the total compensation received by SME under this agreement.

SME observation and testing of portions of the work of other parties on the Project shall not relieve other parties from their responsibilities for performing their work in accordance with applicable plans, and specifications.

Indemnification

Client agrees to indemnify and hold SME harmless from liabilities or other costs, including court costs and reasonable attorney's fees, by any third parties arising out of or relating to health and safety procedures for other than its own employees or subconsultants, or arising out of or related to the acts, errors, or omissions of contractors, subcontractors, independent consultants, subconsultants, or other parties on the Project.

Project Suspension/Abandonment

If the Project is suspended or abandoned in whole or in part for more than three months, SME will be compensated for all services performed prior to receipt of written notice from the Client of such suspension or abandonment, together with payment of reimbursable expenses then due. If the Project is resumed after being suspended for more than three months, SME's compensation shall be equitably adjusted.

Dispute Resolution

In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the Client and SME agree that all disputes between them arising out of or relating to this Agreement, or the Project shall be submitted to nonbinding mediation.

The Client and SME further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution among the parties to all those agreements.

Compliance with Applicable Law

The Consultant shall exercise usual and customary professional care in its efforts to comply with applicable laws, codes, and regulations in effect as of the date of the letter proposal. Design changes made necessary by newly enacted laws, codes and regulations after this date shall entitle the Consultant to a reasonable adjustment in the schedule and additional compensation in accordance with the Additional Services provisions of this Agreement.

Payment(s) for Services Rendered

Each invoice, upon submittal, is due and payable by Client. Invoices are past due after 30 days unless other payment terms have been agreed upon. Past due amounts are subject to a charge on the outstanding balance of the lesser of one and one-half percent per month or part thereof (18 percent per annum) or the maximum permissible by law. Client agrees to pay SME's attorney's fees, interest, and all other costs incurred in collecting past due amounts. Unless otherwise agreed, SME shall be paid in full at the contract rates for any additional services performed at Client's request more than those stated in this Agreement. The Client's obligation to pay for the Services contracted for is in no way dependent upon the Client's ability to obtain financing, payment from third parties, approval of governmental or regulatory agencies, or upon the Client's successful completion of a project. The Client shall remain obligated to pay SME for the services even though the test results or report produced by SME may contain conclusions unfavorable to the Client's interests.



Albert Frick Associates, Inc

Environmental Consultants

731 Foss Road Limerick, ME 04048
(207) 839-5563 FAX (207) 839-5564
www.albertfrick.com info@albertfrick.com

May 25, 2022

William Haskell
Gorrill Palmer
707 Sable Oaks Drive, Suite 30
South Portland, ME 04106

Re: Proposal for Test Pit Evaluation & Engineered Design Assistance

Dear Will:

This will serve as a Letter of Understanding between **Albert Frick Associates, Inc.** and **Gorrill Palmer** for septic design services.

1. LOCATION

24 Main Street, Gray

2. SCOPE OF WORK

Albert Frick Associates shall complete the following services:

- a. Evaluation of test pits to determine watertable and drainage class
- b. Provide Soil Profile Descriptions
- c. Engineered System-Leach field Layout
- d. Engineered System-Design and Drafting Assistance
- e. Completion of HHE-200 Form
- f. Meeting with Department of Environmental Health

3. STANDARDS

All work and subsequent reports shall be performed by a qualified Licensed Site Evaluator in accordance with the State of Maine Subsurface Wastewater Disposal Rules

4. SCHEDULE OF SERVICES

To be determined.

5. FEES FOR SERVICES

Compensation for services to be provided under this Letter of Understanding shall be **\$4,000 – \$5,500** for the engineered septic system design work.

The cost shall not exceed the estimated cost without prior authorization by the Owner. If the scope of work changes materially, the amounts of compensation and rates set forth herein shall be equitably adjusted. Cost does not include test pit excavation, topography mapping, boundary survey (if needed), hydrogeological groundwater studies, permit fees, or engineering.

6. DELIVERABLES

Septic System Design (Maine Subsurface Wastewater Disposal Application/HHE-200). Engineer to design piping, septic tanks and pump stations.

7. INVOICES

Payment for services shall be due within thirty (30) days of invoice date.

8. INSURANCE

Albert Frick Associates shall provide a Certificate of Insurance upon request of Owner.

9. ACCEPTANCE OF CONSULTING SERVICES

By signing in the space provided below, the client accepts the terms and conditions stated within. Albert Frick Associates shall hold the proposal set forth in this letter open for acceptance for a period of one hundred twenty (120) calendar days.

Respectfully,

ACCEPTED AND AUTHORIZED TO PROCEED:

ALBERT FRICK ASSOCIATES, INC.

GORRILL PALMER



Signature

Signature

Brady A. Frick

Printed Name

Printed Name

President

Title

Title

Date: 5/25/22 *Date:*

Project Certification

(Submit on municipal/agency letterhead after passage of warrant)

This is to certify that the Town Council of Gray hereby authorizes Nathan Rudy, Town Manager to make application for financial assistance under the provisions of the Boating Facility Fund, Title 12 MRS §1896 and 1899 for Wilkies Beach Boat Ramp Replacement on Crystal lake.

This further certifies that the Town Council of Gray is familiar with the terms and conditions of the Boating Facility Fund Project Agreement, and hereby authorizes Nathan Rudy to enter into said agreement between Town of Gray and the State of Maine upon state approval of the above identified project.

This further certifies that the Department of Buildings and Grounds has been legally constituted and is responsible for the continued operation and maintenance of this completed project in accordance with the terms and conditions of the Boating Facility Fund Project Agreement.

And this further certifies that except for the financial assistance requested by this project application, all other financial assistance that has been, or is intended to be applied for, given or promised under any other State or Federal Program have been listed in the application, as listed below.

Name of Granting Agency	Fund Name	Amount Requested
_____	_____	_____
_____	_____	_____

Date: _____ Applicant Name _____

Signed by:

APPENDIX D – SAMPLE Warrant Articles/Project Certification

Warrant Articles or Resolves

USE THE FOLLOWING WORDING IN DRAFTING WARRANT ARTICLES OR RESOLVES:

1. Authorizing Application (must be worded as follows)

Article #xxx

To see if the Town will authorize the (*specify selectmen or other officials*) to apply, on behalf of the City/Town, for state financing assistance under the provisions of the Boating Facility Fund, Title 12 MRS §1896 and 1899 for the (*specify acquisition or development*) of (*give title of project as it will appear on application*); and further authorize Mose Russo III to enter into the Boating Facility Fund Project Agreement with the State subsequent to state approval of the project.

2. Appropriation of local funds*

If City/Town tax appropriations are being used for all or part of the local share of the project cost, The City/Town must raise the funds through Town Meeting or Council action.

3. Authorization to borrow the necessary funds from time to time to cover anticipated reimbursement*

The local sponsor is obligated to pay all costs of the project “up-front”. Therefore, there may be the need to authorize the borrowing of funds which will be repaid by state reimbursement.

*Note: Numbers 2 and 3 may be worded to be contingent upon approval of state funds.

NEMBA AUTHORIZATION

(Submit on municipal letterhead after passage)

The Town Council of Gray hereby authorizes New England Mountain Bike Association, based in Acton, Massachusetts to perform trail work on Libby Hill in Gray, Maine. This authorization is valid from July 6th 2022 through December 31st 2022.

The work that is being performed will be under the consultation of Carl Holmquist of Gray Community Endowment and Mo Russo, Director of Buildings and Grounds for the Town of Gray.

This authorization is made with the understanding that New England Mountain Bike Association is performing this work at no cost to the Town of Gray, MSAD 15 or Gray Community Endowment. New England Mountain Bike Association must hold all necessary insurance requirements for this work.

Date: _____

Signed By: _____

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Submission #122

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Submission information

Form: [Board/Committee Volunteer Application](#)
Submitted by Anonymous (not verified)
June 16, 2022 - 7:54am
216.220.243.120

Application Date: June 16, 2022

Contact Details

First/Middle Name: Anne
Last Name: Gass
Street/PO Box: 232 N. Raymond Road
City, State, Zip: Gray
Phone Number: 2076574935
Email Address: agassmaine@gmail.com

Employment

Occupation: Self-employed
Present Employer: ABG Consulting LLC
Employer Phone Number: 207/650-4369

Are you a Gray resident? Yes

Select the board/committee on which you would like to serve

Open Space Committee

Reason for selecting this particular board/committee?

I served as the Council liaison to this committee since its inception, and want to continue this work.

What kind of contribution and benefit can you bring to the Town of Gray?

I have served on the Council for the last three years and helped write the Open Space Plan. I've also served on a number of town committees, and for 10 years was a board member of the Gray Community Endowment. In 2012 I started a Bike-Ped Committee to address safety considerations for the town- this led to the Council adoption of two Bike-Ped Plans (one in 2013 and another one in 2018). One of the visions of the 2018 Bike-Ped Plan was the creation of the Gray Trail Network, and off-road network of trails that could link up different areas of Gray. It was this vision, in part, that led to the creation of the OS Committee, because we recognized that we needed to add that capacity to the town in order to preserve trail corridors and other open space.

What talents and skills would you bring to this position?

I have a Masters in Community Planning and decades of experience volunteering with the town. In addition, I've helped lead three land conservation projects; one in Gray on Libby Hill, one in Raymond and one in So. Paris.

What do you feel is the responsibility of the Board/Committee you have chosen?

To serve as a voice for open space preservation, assist the town in determining use of the Open Space Fund, be a contact point for landowners interested in preserving their land, and coordinating with the regional land trusts and the town in land conservation.

What Municipal Boards, Volunteer Organizations or Community Service Groups/Committees have you worked on in the past, and for what length of time?

Town Council (one term)

School Board (one term)

Gray Community Endowment (10 years)

Bike-Ped Committee (7 years)

Community Economic Development Committee (4 years)

Zoning Board of Appeals (3 years)

Will your schedule allow you to attend meetings on a regular basis? Yes

Are you familiar with the "Comprehensive Plan" adopted by the Town of Gray? Yes

Comment on any consideration or aspect of your interest to a board/committee that will directly benefit the overall advancement of the Town of Gray.

My long history of volunteering in the town, and more recently my direct experience of serving as Council liaison to the OS Committee, as well as helping to draft the OS Plan, will help with the communication and planning needed for the Open Space Committee to succeed.

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Submission #123

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Submission information

Form: [Board/Committee Volunteer Application](#)

Submitted by Anonymous (not verified)

June 23, 2022 - 3:54pm

64.24.160.162

Application Date: June 23, 2022

Contact Details

First/Middle Name: Melinda

Last Name: Sheehee

Street/PO Box: 173 Yarmouth Road

City, State, Zip: Gray

Phone Number: 2073291771

Email Address: sheehee.melinda@gmail.com

Employment

Occupation: Corporate Lawyer In-House

Present Employer: Diversified Communications

Employer Phone Number: 207842-5429

Are you a Gray resident? Yes

Select the board/committee on which you would like to serve

Planning Board

I'm also willing to serve on the Zoning or any other board or committee as needd

Reason for selecting this particular board/committee?

I have an extensive background in real estate law and development and a passion for seeing my community develop thoughtfully.

What kind of contribution and benefit can you bring to the Town of Gray?

I worked for Hannaford permitting grocery stores from 2000 to 2006 then worked for a real estate law firm and title company before coming to my present employer in 2012. I served on the Planning Board and Zoning Board in the Town of Gorham for years and before I left the Planning Board in 2016 I was the vice chair. I am currently working on a committee supporting RRCT's dev of the Thayer Brook Preserve and am hopeful my background could be helpful to Gray where I have resided since July of 2018 and plan to stay long term!

What talents and skills would you bring to this position?

I am a lawyer with extensive development experience. While serving on the Planning and Zoning Boards I attended multiple trainings offered by the town and the state on how to be a good member of these boards which kept my knowledge current w laws and requirements implemented since my graduation from U. Maine Law in 1998

What do you feel is the responsibility of the Board/Committee you have chosen?

Planning Board members must consider and decide if applications meet the requirements of applicable laws. There is of course some discretion in interpretation but it is limited. A member should not have conflicts of interest and should be fair and impartial in their work. They have an obligation to come to each meeting prepared and ready to listen objectively to the applicant and members of the public voicing concerns and/or support. It is also important that they avoid discussing PB matters anywhere but within the confines of the public PB process.

What Municipal Boards, Volunteer Organizations or Community Service Groups/Committees have you worked on in the past, and for what length of time?

See above description of my contributions plus I have also served on the board of the Maine Women's Fund and Maine Boys to Men in officer roles (including president of each). Further I am an assistant Girls on the Run coach and am volunteering with the Royal River Conversation Trust in support of the Thayer Brook Preserve coming online in July adjacent to the Libby Hill Trails. I am very familiar w public service.

Will your schedule allow you to attend meetings on a regular basis? Yes

Are you familiar with the "Comprehensive Plan" adopted by the Town of Gray? Yes

Comment on any consideration or aspect of your interest to a board/committee that will directly benefit the overall advancement of the Town of Gray.

I have experience and knowledge that will be beneficial to PB's work. Additionally I have the interest and the time to serve.

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Submission #124

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Submission information

Form: [Board/Committee Volunteer Application](#)

Submitted by Anonymous (not verified)

June 27, 2022 - 10:42am

2603:7080:483e:1200:f823:41c2:8314:9720

Application Date: June 27, 2022

Contact Details

First/Middle Name: Georgia Marie

Last Name: Woodbury

Street/PO Box: 7 Friendship Drive

City, State, Zip: Gray, ME 04039-9671

Phone Number: 207-329-7409

Email Address: gmw3163@gmail.com

Employment

Occupation: Retired Project Engineer/Manager

Present Employer:

Employer Phone Number:

Are you a Gray resident? Yes

Select the board/committee on which you would like to serve

Zoning Board of Appeals

Reason for selecting this particular board/committee?

I heard there is a need and would like to be involved in the 'shaping' of the town

What kind of contribution and benefit can you bring to the Town of Gray?

As a homeowner in Gray, I know what zoning changes can do to a neighborhood if not clearly defined. I am willing to fairly and unjudgementally review each appeal. I am not indebted to anyone that could sway my view

What talents and skills would you bring to this position?

In my career as a project manager/engineer, I had to decipher contracts and read/understand contract drawings. I am open-minded and willing to listen.

What do you feel is the responsibility of the Board/Committee you have chosen?

To ensure that any zoning changes are in the best interest of the entire town of Gray and it's residents

What Municipal Boards, Volunteer Organizations or Community Service Groups/Committees have you worked on in the past, and for what length of time?

Election clerk 2 cycles before COVID
Member of the American Legion Post #86

Will your schedule allow you to attend meetings on a regular basis? Yes

Are you familiar with the "Comprehensive Plan" adopted by the Town of Gray? Yes

Comment on any consideration or aspect of your interest to a board/committee that will directly benefit the overall advancement of the Town of Gray.

I do not want Gray to become 'urbanized' but to a lovely, quiet suburb in which families can raise their children.

[Previous submission](#) Next submission



BOARD/COMMITTEE APPLICATION TOWN OF GRAY MAINE

For Office Use Only

Date Received: _____

Received by: _____

CONTACT INFORMATION

Name	Lacy Antonson	E-Mail Address	Lacy@Antonson.us
Street Address	45 Lake Ave	City/State/Zip	Gray, ME 04039
Phone Number	207-714-0143	Work Phone	
Gray Resident?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

EMPLOYMENT

Occupation	
Employer	
Employer Phone	

BOARDS & COMMITTEES

On which board/committee would you like to serve?

<input type="checkbox"/> Blueberry Festival Committee	<input type="checkbox"/> Open Space Committee
<input type="checkbox"/> Board of Assessment Review	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Economic Development Committee	<input type="checkbox"/> Public Safety Committee
<input type="checkbox"/> Community Television & Communication Advisory Committee	<input type="checkbox"/> Recreation & Conservation Committee
<input type="checkbox"/> Dry Mills Schoolhouse Committee	<input type="checkbox"/> Resiliency Committee
<input type="checkbox"/> Finance Committee	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Library Board of Trustees	<input checked="" type="checkbox"/> Other (please specify)

Reason for selecting particular board/committee: 2022 Comp Plan Project ↗

I was part of the 2020 Comp Plan Steering Committee and feel my experience will help w/ this next phase.

SPECIAL SKILLS OR QUALIFICATIONS

What kind of contribution and benefit can you bring to the Town of Gray?

Positive attitude
Eager to learn
Knowledge of Town Committees
Familiar w/ Town Staff Departments

What talents and skills would you bring to this position?

Word
excel
PPT
Facebook Page Admin

What do you feel is the responsibility of the Board and/or Committee you have chosen?

will follow the directives as listed
in the "job posting" asking for volunteers

What Municipal Boards, Volunteer Organizations or Community Service Groups/Committees have you worked on in the past, and for what length of time?

in Maine

Gray Recycling
Bike - Ped
CEAC
(Wild) Blueberry Festival
Comp Plan (2020)

Will your schedule allow you to attend meetings on a regular basis?

YES NO

Are you familiar with the "Comprehensive Plan" adopted by the Town of Gray?

YES NO

Comment on any consideration or aspect of your interest to a board/committee that will directly benefit the overall advancement of the Town of Gray.

Very interested !!

ACKNOWLEDGEMENTS / SIGNATURE

YES NO

I understand that Town of Gray board/committee members or their appointed chairperson(s) are required to provide a meeting agenda for publication on the Town of Gray website at least seven (7) days in advance of each regular monthly meeting, workshop, or special meeting.

YES NO

I understand that Town of Gray board/committee members or their appointed chairperson(s) are required to provide follow up notes/minutes for publication on the Town of Gray website within forty-five (45) days following each regular monthly meeting, workshop, or special meeting when appropriate.

YES NO

I understand that Town of Gray board/committee members or their appointed chairperson(s) are required to provide an Annual Report for inclusion in each Town of Gray Annual Report. Said annual report must be submitted no later than August 1 of each year and should address:

- Accomplishments for the period from Jul 1 – Jun 30 of the immediately preceding fiscal year;
- Board/committee goals for the current fiscal year from Jul 1 – Jun 30;
- Forseeable obstacles to attaining said goals;
- Fiscal resources anticipated in order to meet said goals;
- Council support / action anticipated in order to meet said goals;
- Any additional board/committee activity during the period of particular interest to the Gray community.

YES NO

I understand that upon appointment to a Town of Gray Board or Committee, I will be issued a Town of Gray email account for use with all board/committee communications in order to facilitate potential FOIA requests. Further, I understand that it is my responsibility to ensure that all Town of Gray communications are restricted to this account and no other.

Date 6/22/22

Signature 



BOARD/COMMITTEE APPLICATION TOWN OF GRAY MAINE

For Office Use Only
Date Received: 6/17/22
Received by: KEH

CONTACT INFORMATION

Name	Lisa Lehne-Gilmore	E-Mail Address	lehnegil@gmail.com
Street Address	208 Portland Rd.	City/State/Zip	Gray, Maine 04039
Phone Number	609-576-3884	Work Phone	
Gray Resident?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

EMPLOYMENT

Occupation	Retired
Employer	
Employer Phone	

BOARDS & COMMITTEES

On which board/committee would you like to serve?

<input type="checkbox"/>	Blueberry Festival Committee	<input type="checkbox"/>	Open Space Committee
<input type="checkbox"/>	Board of Assessment Review	<input type="checkbox"/>	Planning Board
<input type="checkbox"/>	Community Economic Development Committee	<input type="checkbox"/>	Public Safety Committee
<input type="checkbox"/>	Community Television & Communication Advisory Committee	<input type="checkbox"/>	Recreation & Conservation Committee
<input type="checkbox"/>	Dry Mills Schoolhouse Committee	<input type="checkbox"/>	Resiliency Committee
<input type="checkbox"/>	Finance Committee	<input type="checkbox"/>	Zoning Board of Appeals
<input type="checkbox"/>	Library Board of Trustees	<input checked="" type="checkbox"/>	Other (please specify) <u>Comp Plan Volunteer</u>

Reason for selecting particular board/committee:

I work with Lacy Antonson on the Gray Wild Blueberry Festival. Lacy suggested I help out with the Comp Plan.

SPECIAL SKILLS OR QUALIFICATIONS

What kind of contribution and benefit can you bring to the Town of Gray?

I am a new resident (Dec 2021). I'm interested in learning the history of Gray and excited about the prospect of being part of our town's future.

What talents and skills would you bring to this position?

I "work and play well with others". Organizational, editing, and computer skills. Thinking outside the box

What do you feel is the responsibility of the Board and/or Committee you have chosen?

My understanding, thus far, is to assist in keeping the planning process on track.

What Municipal Boards, Volunteer Organizations or Community Service Groups/Committees have you worked on in the past, and for what length of time?

Aktion Club Facilitor (Kiwanis) , President of Condo HOA, Treasurer of political committee,

Will your schedule allow you to attend meetings on a regular basis?

YES NO

Are you familiar with the "Comprehensive Plan" adopted by the Town of Gray?

a little bit YES NO

Comment on any consideration or aspect of your interest to a board/committee that will directly benefit the overall advancement of the Town of Gray.

It seems the important challenge in Comp Planning is to keep Gray's New England small town charm while improving growth and opportunities for its citizens.

ACKNOWLEDGEMENTS / SIGNATURE

YES NO

I understand that Town of Gray board/committee members or their appointed chairperson(s) are required to provide a meeting agenda for publication on the Town of Gray website at least seven (7) days in advance of each regular monthly meeting, workshop, or special meeting.

YES NO

I understand that Town of Gray board/committee members or their appointed chairperson(s) are required to provide follow up notes/minutes for publication on the Town of Gray website within forty-five (45) days following each regular monthly meeting, workshop, or special meeting when appropriate.

YES NO

I understand that Town of Gray board/committee members or their appointed chairperson(s) are required to provide an Annual Report for inclusion in each Town of Gray Annual Report. Said annual report must be submitted no later than August 1 of each year and should address:

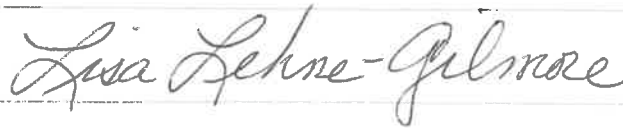
- Accomplishments for the period from Jul 1 – Jun 30 of the immediately preceding fiscal year;
- Board/committee goals for the current fiscal year from Jul 1 – Jun 30;
- Forseeable obstacles to attaining said goals;
- Fiscal resources anticipated in order to meet said goals;
- Council support / action anticipated in order to meet said goals;
- Any additional board/committee activity during the period of particular interest to the Gray community.

YES NO

I understand that upon appointment to a Town of Gray Board or Committee, I will be issued a Town of Gray email account for use with all board/committee communications in order to facilitate potential FOIA requests. Further, I understand that it is my responsibility to ensure that all Town of Gray communications are restricted to this account and no other.

Date
6.17.2022

Signature



Submission #117

[View](#)

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[Delete](#)

[Previous submission](#)

[Next submission](#)

[Print](#) [Resend e-mails](#)

Submission information

Form: [Board/Committee Volunteer Application](#)
Submitted by Anonymous (not verified)
February 17, 2022 - 2:40pm
74.77.169.204

Application Date: February 17, 2022

Contact Details

First/Middle Name: Julie

Last Name: Flynn

Street/PO Box: 33 Eastfield Drive/PO Box 1075

City, State, Zip: Gray, ME, 04039

Phone Number: 703 405 2760

Email Address: julie_flynn@comcast.net

Employment

Occupation: Retired (Prior Project Management Professional & Retired USAF)

Present Employer: N/A

Employer Phone Number: N/A

Are you a Gray resident? Yes

Select the board/committee on which you would like to serve

Blueberry Festival Committee

Reason for selecting this particular board/committee?

We have 2 grandchildren in Gray and this event was very fun last year.

What kind of contribution and benefit can you bring to the Town of Gray?

I am happy to help the committee in whatever it needs, I have a vast amount of project management experience. I have served on previous homeowner's associations as both the board secretary and social committee chairperson. I am retired military both able to follow and lead when necessary. My husband and I are new to the community and would like the opportunity to meet our neighbors and be of service.

What talents and skills would you bring to this position?

I am well organized. I am capable of using most computer programs and can learn easily. I'm happy to pitch in where needed in whatever task is necessary. I'm not afraid to take on a task or responsibility and honest enough to let the committee know the limits of my capabilities.

I also enjoy face-painting (just putting that out there if needed)

What do you feel is the responsibility of the Board/Committee you have chosen?

I assume to plan, organize and coordinate all aspects of the festival, to secure volunteers, establish and adhere to a budget and meet all regulatory and safety guidelines. I hope to ensure we develop a fun event for the whole family to enjoy rain or shine!

What Municipal Boards, Volunteer Organizations or Community Service Groups/Committees have you worked on in the past, and for what length of time?

Many years ago I was a volunteer for the March of Dimes, more recently for the Alzheimer's Association (mainly raising money). I was on our social committee when living in Virginia we organized many events to include Christmas parties, Easter Egg Hunts, Halloween Parties (our community had approximately 900 families). My last job was the Airman and Family Program Manager and we had to plan and conduct many of these similar events.

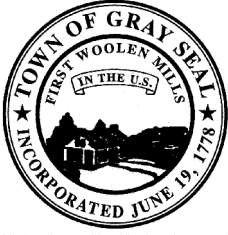
Will your schedule allow you to attend meetings on a regular basis? Yes

Are you familiar with the "Comprehensive Plan" adopted by the Town of Gray? No

Comment on any consideration or aspect of your interest to a board/committee that will directly benefit the overall advancement of the Town of Gray.

I am interested in helping it does not need to be as a committee member I'll leave that to the discretion of the town. Thank you.

[Previous submission](#) Next submission



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE TOWN MANAGER

Nate Rudy, Town Manager
nrudy@graymaine.org
(207) 657-3339

June 15, 2022

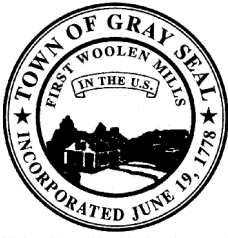
Town Manager Report to Town Council (6/15/2022 – 6/30/2022):

- 6/16: Town Manager (TM) attended Maine Municipal Association HR Conference in Waterville
- 6/17: TM attended Volunteer Maine Meeting in Augusta
- 6/20: Staff will observed the Juneteenth holiday
- 6/22: Staff attended a training day to cover required and essential training classes and review FY23 wages, benefits, and goal setting
- 6/21 and 6/24: TM hosted employee wages, benefits, and goal setting Q&A sessions for staff
- 6/23: TM attended US EPA Brownfields program training class
- 7/4: Staff will observe the Independence Day holiday
- 7/9-7/24: TM on vacation

Other activities:

- Planning continues for the summer community planning process for the Gray Village. The public is invited to participate online (please visit the Town website) and in person throughout the process. The four-day, in-person planning charrette will be July 27-30 from 9 AM – 9 PM with special meetings throughout. The public is invited to stop by for as long (or short) as you like to review draft plans and ideas, and to share your ideas and opinions.
- The four-day, in-person planning charrette July 27-30 will be relocated to the second floor room in Pennell Hall from 9 AM – 9 PM. This space is ADA accessible via an elevator.
- The Town Manager and Town Assessor reduced the Town's FY23 mil rate to 13.95 based on changes to the Town's property assessments to achieve par valuation in compliance with the requirements of Maine Revenue Services. The increase in assessed value combined with the decrease in the mil rate results in an increase in some property owner's tax bills and a decrease in others due to factors and formulas that govern how property is assessed.
- The Assistant Fire Chief has submitted a proposal for the purchase of a command vehicle as approved in the FY23 budget. I ask that Council add consideration of this request as an agenda addendum.
- We propose joining the Maine Workforce Development Compact, which would enable us to provide Town staff access to training funds in the amount of up to \$1,200 per frontline worker (through December 2022) at one of Maine's community colleges or by a third-party training vendor. A \$600 match is available in 2023, 2024, and 2025. To be eligible for training, frontline workers must be 18 or older, a Maine resident, and have a high school diploma or equivalent.

- The Town attorney has drafted a memorandum of understanding for storage and use of the antique fire vehicle, between the Town, the Gray Historic Society, and the Gray Fire-Rescue Association. I have included this MOU in my report and will proceed with executing unless Council has questions or comment.
- I have attached a draft letter of support for the Coalition Against Bigger Trucks (CABT) from the Town of Gray to Gray's federal delegation. With Council approval I will sign and send this letter.
- I recommend that Finance Director Katie Johnston serve as Gray's Ecomaine representative and ask for Council to approve this appointment.
- The annual report is complete and will be printed and available next week.



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE TOWN MANAGER

Nate Rudy, Town Manager
nrudy@graymaine.org
(207) 657-3339

June 30, 2022

The Honorable Susan Collins
United States Senate
413 Dirksen Senate Office Building
Washington, DC 20510

Dear Senator Collins,

The leadership and staff here in the Town of Gray aims provide the highest level of service to our citizens. Part of our duty in promoting a good quality of life is to keep our citizens safe on the road and protecting our infrastructure, while at the same time promoting our diverse economy.

We recently learned that there have been several attempts over the years to pass federal legislation to increase the maximum weight of tractor-trailers on our roads to 91,000 pounds, as well as allow longer trailers on twin-trailer trucks. We also know that these efforts are continuing in Congress.

The most recent research by USDOT concluded that there would be a very high price tag associated with allowing 91,000 to 97,000 lb. trucks on the road – it could cost between \$1.1-\$2.2 billion dollars in additional repairs or replacement to bridges on interstates alone. Our older bridges, roads and culverts would be at even more risk of failure due to pressure from heavier weights. Proposals for longer trucks also would do more pavement damage to the tune of \$1.2 to \$1.8 billion.

This issuer is of particular interest because the town's leadership is currently invested in developing "Gray Village", a medium-density downtown development that is much more conducive to pedestrians and bicyclists – with less traffic in general, but especially truck traffic. Currently, large trucks use Route 202, Route 26, and State Route 115, which all converge in the downtown area and create a very troublesome intersection for motorists. Heavier or longer trucks on our roads would certainly work against us in this development of Gray Village, especially given the higher likelihood of crashes and safety equipment failure.

We hope that you will keep this in mind and oppose these mandates for bigger trucks. Congress has voted both proposals down before, and purposefully left them out of last year's infrastructure bill.

Thank you,

Nate Rudy
Town Manager

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the “MOU”) is entered into this ___ day of _____, 2022, by and between the TOWN OF GRAY, MAINE a municipality organized and existing under the laws of the State of Maine, whose mailing address is 24 Main Street, Gray, ME 04039 (the “Town”), GRAY HISTORICAL SOCIETY, INC., a Maine nonprofit corporation whose mailing address is PO Box 544, Gray, ME 04039 (“GHS”), and THE GRAY FIRE/RESCUE ASSOCIATION INCORPORATED, a Maine nonprofit corporation whose mailing address is 125 Shaker Road, Gray, ME 04039 (“GFRA”).

W I T N E S S E T H

WHEREAS, the Town is the owner of a certain antique fire vehicle (the “Vehicle”); and

WHEREAS, GHS desires to raise funds for the purpose of constructing and maintaining a facility to display the Vehicle for public viewing (the “Facility”); and

WHEREAS, GFRA desires to operate and otherwise use the Vehicle for public functions and other events, while also being responsible for cleaning the Vehicle and maintaining the same in good working order; and

WHEREAS, the Parties wish to memorialize these desires in this MOU.

NOW THEREFORE, the Town, GHS, and GFRA hereby enter into this MOU to further outline the Parties’ collective intentions with regard to the Vehicle as follows:

1. Ownership of Vehicle. The Vehicle is owned by the Town and shall remain under the Town’s ownership. The ability to use or display the Vehicle by any other party to this MOU shall not be construed to denote ownership of the Vehicle.
2. Construction of Facility; Display of Vehicle. GHS is solely responsible for raising sufficient funds to construct the Facility. Entering into this MOU does not otherwise obligate the Town or GFRA to participate in these fundraising efforts, or otherwise contribute funds for the construction of said Facility. Upon approval and construction, GHS shall be able to display the Vehicle in the Facility for public viewing, subject to the terms of this MOU and any other terms later agreed between GHS and the Town.
3. Use of the Vehicle. GHS may display the Vehicle in the Facility for public viewing, when and if said Facility is constructed. However, neither GHS, nor its members, may operate the Vehicle in any manner or for any purpose, unless specifically authorized by the Town. Instead, only GFRA and its members are authorized to operate and otherwise use the Vehicle, and then only for public events such as parades, demonstrations, and similar activities. The Parties shall endeavor to communicate amongst each other regarding the date, time, location, and general nature of such events.

4. Care and Maintenance of Vehicle. GFRA is solely responsible for cleaning and maintaining the Vehicle in good working order. The cost of all repairs and other necessary maintenance of the Vehicle is the sole responsibility of GFRA and not the Town or GHS.

5. Insurance. The Town shall pay for and maintain insurance for the Vehicle, including liability, collision, and any other coverage required by law. In the event that GHS constructs the Facility, GHS shall be solely responsible for procuring and maintaining insurance covering the Facility and any personal property, including but not limited to the Vehicle, stored therein. Any policy of insurance covering the Vehicle shall name the Town as an additional insured and certificates of such insurance shall be provided to the Town upon request.

6. Further Cooperation. The Parties agree to cooperate in furtherance of the activities and objectives outlined in the MOU.

The undersigned parties hereto have signed this Memorandum of Understanding on the date first written above.

WITNESS:

TOWN OF GRAY, MAINE

By:

Nathaniel Rudy, its Town Manager

WITNESS:

GRAY HISTORICAL SOCIETY, INC.

By:

_____, its _____

WITNESS:

THE GRAY FIRE/RESCUE
ASSOCIATION INCORPORATED

By:

_____, its _____

You are invited! Become a **COMPACT MEMBER**

The Harold Alfond Center for the Advancement of Maine's Workforce has access to \$60+ million in grant funding to train 24,000 Mainers by 2025.

The Maine Workforce Development Compact is comprised of more than 180 businesses and associations who have signed on to access grant funding and provide training for their front line workers at one of Maine's community colleges, through a third-party vendor, or through established company based training.

Benefits to joining the Compact include:

- Access up to \$1,200 per front line worker through 2022; \$600 in 2023 and 2024.
- Community college scholarships are available for staff to continue acquiring skills in a for-credit program of study
- Access to an advisor to guide the process and ensure success
- The Center will maintain your employees' training records

fmi: alfondtraining@mccs.me.edu



HAROLD ALFOND CENTER
FOR THE ADVANCEMENT OF
MAINE'S WORKFORCE

Short-term training through Maine's community colleges



[Home](#) » [Committees](#)

Board/Committee Volunteer Application

To learn more about nominations for the Town of Gray's various volunteerism awards, please visit our [Nomination](#) page.

Please use the [Board & Committee Application \(PDF\)](#) if you prefer to print and mail/deliver your application. To send by email, please SAVE your completed PDF, attach it to your email message, and send email to khadyaniak@graymaine.org.

Our volunteers are an integral component to the success of our Boards and Committees. We are pleased that you are considering a volunteer position, and hope that we will find a position for you that is mutually rewarding.

Town Council Rules as they Apply to Board & Committee Appointments

SECTION 602.22 - Council Appointments

At the first Council meeting in August, or as soon thereafter as possible, the Town Council shall make appointments to Town Committees. Committee memberships shall end on August 31st of the designated year. The following rules and regulations shall apply to Town Committee appointments:

People considered for appointments to Committees must be of legal age and be a resident of the Town of Gray and must submit an application. It shall be the policy of the Council that no more than one (1) member of an immediate family shall serve on the same committee at the same time. No member of the Town staff shall serve as a voting member of a Town Committee. Any Town Councilor appointed to or as Liaison to a Town Committee, standing or special, shall serve in a non-voting Ex-Officio capacity. The Town Councilor shall have the right to speak, ask questions and participate in deliberations of the committee.

Application Date: * 

Date application is completed and submitted

Contact Details

First/Middle Name: *

Last Name: *

Street/PO Box: *

City, State, Zip: *

Phone Number: *

Email Address: *

Employment

Occupation:

Present Employer:

Employer Phone Number:

Are you a Gray resident? * Yes No

Select the board/committee on which you would like to serve *

If you are interested in more than one committee, submit a separate application for each one.

Please use this space if your Board/Committee of choice is not listed above

Reason for selecting this particular board/committee? *

What kind of contribution and benefit can you bring to the Town of Gray? *

What talents and skills would you bring to this position? *

What do you feel is the responsibility of the Board/Committee you have chosen? *

What Municipal Boards, Volunteer Organizations or Community Service Groups/Committees have you worked on in the past, and for what length of time? *

Will your schedule allow you to attend meetings on a regular basis? * Yes No

Are you familiar with the "Comprehensive Plan" adopted by the Town of Gray? Yes No

Comment on any consideration or aspect of your interest to a board/committee that will directly benefit the overall advancement of the Town of Gray.

How did you hear about this volunteer opportunity? *





- News About Town Newsletter
- Social Media
- Word of Mouth
- Website
- Other



I'm not a robot

reCAPTCHA
Privacy - Terms

Submit your application

-  **DOCUMENTS**
 -  **EMPLOYMENT**
 -  **ORDINANCES**
 -  **PERMITS**
 -  **SUBSCRIBE**
-

Henry Pennell Municipal Complex

24 Main Street

Gray, Maine 04039

(207) 657-3339

Fax (207) 657-2852

Popular Topics:

[Assessor](#)

[Budget](#)

[Elections](#)

[Employment](#)

[Tax Bills](#)

[Town Council](#)

Helpful Links:

[Gray Public Library](#)

[Hours & Locations](#)

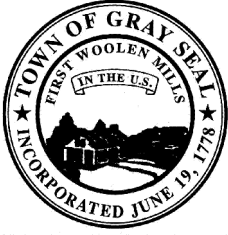
[Recreation Dept](#)

[Online Services](#)

[Department Directory](#)

[Meeting Portal](#)

[Contact Web Admin](#)
[Privacy Policy / Disclaimer](#)
[Government Websites by CivicPlus®](#)
[Login](#)



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE ASSESSOR

Lauren Asselin, Assessor
lasselin@graymaine.org
(207) 657-3339 ex. 112

June 30, 2022

Assessing Department Report to Town Manager (5/26/2022 – 6/24/2022):

- 6/2, 6/9 and 6/16 - Attended Sebago Lakes Region Rotary Club meeting

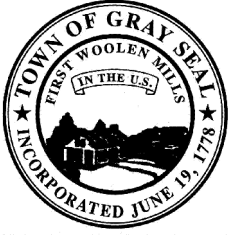
Other Activities/Accomplishments:

- 6/9 – Attended IAAO Spring Meeting
- 6/22 – Attended town-wide staff training
- Completed Sexual Harassment Training through Maine Municipal
- Reviewed LD 290 – property tax stabilization
- Completed data input for inspections
- Continued work on adjustments for next tax commitment
- Calculated preliminary mil rate calculations for 2023 tax commitment

Challenges / Obstacles:

- Conversion to Trio Web:
 1. Pictures and sketches did not transfer over correctly
 2. Picture and sketch reports not processing
 3. Several search functions are not working
 4. There are issues with the time-out function - **Corrected**
 5. Addresses for condo units not appearing
 6. Printing error in Personal Property module - **New**
 7. Data input tab function error - **New**

In addition to the items listed above, it was discovered that our property accounts are not calculating correctly causing a standstill for commitment calculations. Trio has been working on correcting the issue – **Corrected**



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

DEPARTMENT OF BUILDING AND
GROUNDS

Mo Russo III, Director
mrusso@graymaine.org
207-657-3339 ext.131

June 24, 2022

Department of Buildings and Grounds Report to Town Manager 5/24-6/24/2022

- 5/24 Water for Cemetery turned on for the season
- 5/24 Playground ribbon cutting ceremony
- 5/25 Wilkies Beach Swim Area and Float Installed for the season
- 5/26 Participated in Essential Function Training
- 5/30 Department observed Memorial Day Holiday
- 6/01 Recreation Summer Camp Tents set up
- 6/13 Newbegin set up for Election
- 6/15 Buildings and Grounds and Public Works joint Chainsaw Safety Training
- 6/15 Attended CIP Future Planning Meeting
- 6/16 Met with Gorrill Palmer to discuss Pennell Septic Design
- 6/16 Libby Hill Mowing in preparation for Longest Day 5k
- 6/20 Department observed Juneteenth Holiday
- 6/21 Attended Village Planning Meeting
- 6/23 Met with Councilor Carder to discuss items pertaining to Libby Hill MOU
- 6/24 Met with Carl Holmquist to review mowing and summer operations of Libby Hill as well as reviewed location of Thayer Brook bridge.

Town Council Tracking Worksheet Items:

- MOU Items pertaining to Libby Hill

Other Activities / Accomplishments:

- Mowing began on the Village Gateway Parcel
- Watering of Pocket Park added to schedule
- Continued work at Dry Mills Schoolhouse

Challenges / Obstacles Requiring Assistance Outside of the Department:

- Public Works assisted with various items



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

CODE ENFORCEMENT OFFICE

Tammy Munson, Lead Code Enforcement Officer
ceo@graymaine.org

MEMORANDUM

June 30, 2022

To: Nate Rudy, Town Manager

From: Tammy Munson Lead CEO

RE: Code Office Monthly Report to Town Manager (June 1, 2022– June 30, 2022)

Please find the attached report information below.

Inspections Performed:

Building Foundations – 2

Building Rough-in*- 9

Building Insulation – 9

Building Final** - 12

Electrical - 13

Septic - 15

Tree Inspection - 10

In Office and Site meetings***25

Permits Issued:

Building - 12

Plumbing - 19

Electrical - 15

*Rough-In Inspection may consist of framing, electrical, and plumbing inspections all done at the same time.

**Building Final may consist of final inspection of a new single-family dwellings including final building, plumbing and electrical. This also includes finals for new business, etc.

***This would include Town Manager meetings, licensing inspections, potential violations, land use investigations, assisting in office with shoreland zoning permits.

Monthly Accomplishments:

The Code Office presented a difficult appeal with the Legal Representation to the Board of Appeals regarding the Copp Notice of Violation. The appeal was partially granted and partially denied. The portions of the Appeal that were denied upheld the Notice of Violation.

Monthly Appeals:

The Board heard two appeals. One was granted and the other was partially granted and partially denied.

Town Council Tracking Worksheet Items and Ongoing Goals:

To improve permitting and daily communications with the public: This is an ongoing and we have reduced the permit application turn around time to approximately a week. We will continue to strive to improve this.



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

COMMUNICATIONS & INFORMATION

Jonathan Hartt, Department Director
jhartt@graymaine.org
(207) 657-3339 x102

June 24, 2022

Communications and Information Department Report to Town Manager (5/24/2022-6/24/2022):

- 5/24: Updated the Memorial Day Parade calendar posting with information from our Facebook page at the suggestion of Councilor Carder
- 5/24: Photographed Pennell Playground ribbon-cutting ceremony
- 5/25: Hosted Community Television Advisory Committee meeting via Zoom
- 5/26: Attended Town of Gray Essential Functions Workshop and submitted departmental Essential Functions Data Sheet to the Town Manager
- 5/26: Posted public notice regarding COVID-19 Vaccination Clinic hosted on 6/15 by the Town of Gray partnering with Community Pharmacy, the Opportunity Alliance, the New England Arab American Organization, and the Sebago Lakes Chamber of Commerce
- 5/30: Noticed Memorial Day holiday
- 5/31: Collaborated with Finance and Assessing departments on Public Notice “What You Need to Know About the Budget and LD1”
- 5/31: Posted public notice “Learn About the Proposed FY23 Budget” including an informational flyer produced by the Councilor Maguire
- 6/2: Published *News About Town* newsletter ([June](#)) to the website and Facebook, highlighting Election Day information including who is running for the Town Council seat, what is in the FY23 proposed budget, and how LD1 relates to passing the budget
- 6/2: Welcomed Abigail Cloutier, a Margaret Chase Smith Policy Center intern working in the Communications & Information department through August
- 6/6: Drafted a "Serving on a Town Committee" fact sheet (based on a similar document from the Town of Falmouth) for posting on the Town's website at the Council's suggestion and in an effort to improve information sharing
- 6/8: Responded to Facebook comments on the Town's proposed FY2023 budget
- 6/10: Completed major firewall update for all firewall devices at Town Office, Library, GCTV, and the Fire Department
- 6/14: Posted Election Day results on the Town website and social media
- 6/15: Met with the Town Manager regarding outreach coordination
- 6/15: Advertised new Town Clerk position
- 6/16: Posted notice “Gray Water District to Conduct System-Wide Flushing in June”
- 6/16: Videotaped and provided technical support for 2022 Staff Training Day hosted by the Town Manager
- 6/16: Posted notice “Community Visioning for Gray Village Begins June 27”
- 6/17: Completed Town server update
- 6/17: Published the Town of Gray's FY2021 Annual Report

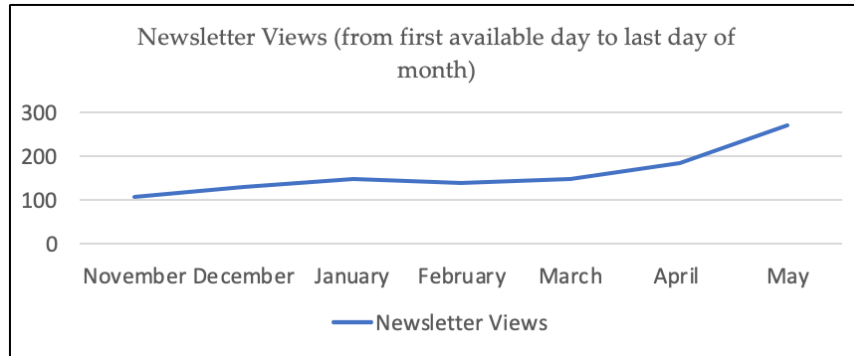
- 6/20: Noticed Juneteenth holiday
- 6/21: Completed major software upgrade for the radio internet switches at Town Office, Newbegin, Maintenance, Public Works, Transfer Station, Public Safety
- 6/21: Posted Hybrid & Remote Meeting Policy amended by the Council on 6/7
- 6/21: Attended Village Planning staff meeting with Vanessa Farr of the Principle Group
- 6/22: Noticed Staff Training Day (Town facilities closed)
- 6/24: Received and processed Planning Board application

Other Activities / Accomplishments:

- The FY2022 Annual Report is published and will be printed in the coming week.
- Helpdesk calls for IT assistance totaled 37.
- The Town’s **Facebook** page achieved a reach of 5,038.
 - The most popular posts by reach were posts about the new playground opening (2,252 views) on May 24, the Nordic Walking group on May 27 (2,181 views), and the Memorial Day parade on May 26 (1,312 views).
- The Facebook page received 22 new likes (up 120% from previous month) and our page received 938 visits, up 118% from the previous month.
- This month’s most popular **Town website** pages are listed below:

	Page ?	Pageviews ?	Unique Pageviews ?
		24,556 % of Total: 100.00% (24,556)	19,222 % of Total: 100.00% (19,222)
<input type="checkbox"/>	1. /	4,289 (17.47%)	3,221 (16.76%)
<input type="checkbox"/>	2. /assessor	1,472 (5.99%)	1,043 (5.43%)
<input type="checkbox"/>	3. /elections	1,084 (4.41%)	690 (3.59%)
<input type="checkbox"/>	4. /tax-assessing/property-tax-bills	841 (3.42%)	511 (2.66%)
<input type="checkbox"/>	5. /employment	728 (2.96%)	552 (2.87%)
<input type="checkbox"/>	6. /departments	693 (2.82%)	510 (2.65%)
<input type="checkbox"/>	7. /recycling-solid-waste	597 (2.43%)	507 (2.64%)
<input type="checkbox"/>	8. /code-enforcement	548 (2.23%)	373 (1.94%)
<input type="checkbox"/>	9. /ordinances	367 (1.49%)	258 (1.34%)
<input type="checkbox"/>	10. /home/pages/hours-locations	361 (1.47%)	333 (1.73%)

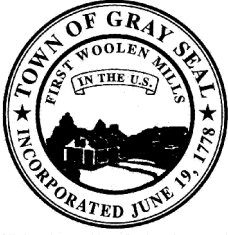
- The 11th most popular page, with 316 pageviews, was the “[Meet Your June 2022 Gray Town Council Candidates](#)”
- The **June newsletter** received 146 views (this data include s June 1 to June 17). The May newsletter ended its lifespan (May 1-May 30) with 271 views.



Challenges / Obstacles Requiring Assistance Outside of the Department:

- TRIO financial software issues: We currently have 11 tickets open and the developers are working on them.
- The Director of Buildings & Grounds is submitting an RFP for the replacement of the Pennell LED sign. He hopes to retain existing equipment to maintain the Public Safety sign.





TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

PLANNING DEPARTMENT
Doug Webster, Director of Planning
dwebster@graymaine.org
(207) 657-3339

June 30, 2022

Planning Department Report to Town Manager (6/1 – 6/29, 2022):

- Assist TM with Brownfields grant application
- Continue helping new lead CEO identify locations of necessary town documents
- Work with new CEO & legal counsel on NOV's including history
- Provide input to Planner for well & septic matters for pending subdivision
- Recon & drafting memos, draft motions, workshops, and SRC
- Circle K follow-up re landscaping and PB conditions including no parking
- Extensive communications and follow-up for ISM Solar surety
- CEDC-providing information & support for i.e. pocket park and MOU's
- Help CEO's with sign ordinance clarifications given complexity of standards
- Ensure necessary final details complete for Avesta; road discontinuance & SSWD
- Planning Board applications for June meeting: Avesta & Portland Rd. self-storage

Town Council Tracking Worksheet Items:

- Continued OAC input re short term rentals and self-storage
- Continue coordination with Town consulting engineer re Village infrastructure
- Coordinate/implement with TM & consulting engineer re next steps for Yar. Rd.
- Attend 6-27 Village Planning kick-off meeting
- Continued outreach regarding Yarmouth Road consultants for improvements
- Work with consulting engineer re traffic circle study & village planning
- Continued communications/follow-up re LWCF conversion/congressional outreach
- Forward progress on implementation of Open Space Plan
- Review final submittals for CDBG pocket park grant
- Correspondence re congressional letter for LWCF grant petition

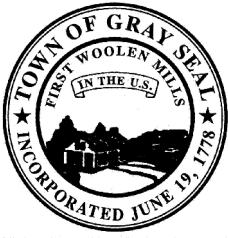
Other Activities / Accomplishments:

- Coordination/facilitation/attend 6-22 ZBA meeting re admin appeal
- Village infrastructure meeting on 6-21-22
- Meet with representatives for possible future CZA proposal
- Attend staff training day on 6-22 (whole department)
- Attend virtual subdivision training class on 6-16
- 6-9 Staff review committee & PB meeting
- Part of interview team for town clerk position on 6-29
- Assist/coordinate property information for Dry Mills owner State appeal
- Verify status & correct version of Shoreland Zoning ordinance
- Updated fee schedule recommendations provided

- Planner attended both days of Build Maine on 6-8 & 9
- Meeting to discuss possible town land acquisition
- Open space committee meeting attendance & coordinate PB workshop
- Blueberry Festival: meetings & planning of upcoming event
- Managing of PB escrow spreadsheet
- Attend Brownfields training
- Attend CDBG grant administration training

Challenges / Obstacles Requiring Assistance Outside of the Department:

- Very helpful having new CEO on board
- PB quorum close to 3-minimum for meetings-*need members*
- ZBA membership now below minimum for quorum, only have two members
- Council input needed for further Open Space Plan implementation



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OFFICE OF THE LIBRARY DIRECTOR

Josh Tiffany, Library Director
jtiffany@graymaine.org
(207) 657-4110

June 30, 2022

Library Report to Town Manager 4/15/22 to 6/29/22

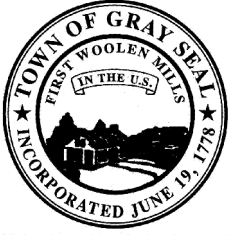
May and June were trying times at the Gray Public Library, yet the remarkable efforts of the staff allowed for minimal disruption of services while maintaining a quality experience for the users.

The library has been operating with a limited staff for several months. To allow for a position to move from part-time to full-time in FY23, there was an unfilled position that had been vacant since last winter. Due to a surgery, a full-time staff member was on medical leave since mid-April. In late May, the staff was reduced to two full time employees and two part-time employees. At that point, two employees tested positive for COVID-19 and were both out for two-weeks to recover. During this time, due to limited staffing, the library was forced to fully close for one day and adjust the closing time by two hours on another day. Shortly thereafter in June, an immediate family member of the Library Director passed away, resulting in an unexpected two-week absence.

Thanks to the tireless dedication of the staff, the only external evidence of all these events were the hours being adjusted on one day, and the closure on another. And while all of this was being dealt with, the Gray Public Library reintroduced the Movie Time! program which screens new and classic features for all ages on our 150-inch screen with an amazing sound system and 4K projector (thanks to the generous funding by the Gray Public Library Association), envisioned, advertised, and implemented the 2022 Summer Reading Program (so far, we have had over 60 Summer Reading packets picked up by participants, and held our first in-person children's program since 2020 with over 50 people attending), coordinated use of our meeting rooms and facilities to Town of Gray and community organizations (eight community organizations utilized our meeting spaces, and we collaborated with Gray Parks & rec Department for a one-week mini-camp between the end of school and the official start of Summer Rec Programming) and continued to purchase, catalog, and make available the resources that provide for the intellectual, educational, recreational, and psychological needs of our community.

Our circulation activity continues to increase from month-to-month, but we are still circulating materials at a lower-rate than pre-COVID. We expect that once our staff is fully in place, our numbers and offerings will increase.

As a Library Director, I have never seen a staff as tested as the staff at the Gray Library has been during the last two months. To a person, everyone kept a smile on their face, kept the doors open, and dealt with each stumble with grace. Their efforts are to be commended.



TOWN OF GRAY

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24 Main St, Gray Maine 04039
www.graymaine.org

PUBLIC SAFETY DEPARTMENT

Kurt Elkanich
Kelkanich@graymaine.org
(207) 657-3931

July 1, 2002

Public Safety Department Report to Town Manager (06/01/2022-06/30/2022):

- 6/2 – Interviewed a prospective candidate for full-time EMT/FF position.
- 6/2 – AC Holmquist attended the EMS Leadership Meeting. There is a dangerous shortage of IV solution across the country. The shortage is expected to get worse before it gets better. We are on allocation from our supplier and stock is still okay. Maine EMS has finalized the rule for COVID vaccination and now waiting for Attorney General to sign off. Also included will be mandatory flu shots for EMS providers, beginning November 2023.
- 6/6 – Part 2 of Mass Casualty Training attended by 12 members, focusing on patient triage.
- 6/7 – Inspected, along with Code, Northeast Residential Services, a new business moving into 19B Portland Rd. No issues found.
- 6/7 – A48 had an oxygen sensor replaced and is back to front-line service.
- 6/8 – AC Holmquist met with the sales rep for Bound Tree medical. Discussed allocation of shortage items and cost comparison for several items, including new items to EMS, for future purchase.
- 6/8 – Successful use of the ATV for a joint rescue with CCSO about a mile off the roadway on Long Hill ATV trail.
- 6/15 – CIP meeting with new finance director, town manager, Buildings and Grounds and Public Works.
- 6/15 – Met with town manager and Historical Society to discuss MOU for the antique fire truck relocation to the Fire Museum.
- 6/16 – Met with Northeast Apparatus to discuss sale of E43. He will be sending me contact information for brokers and feels that is the best way to sell the truck.
- 6/20 – Fire training held for familiarization of new Fast Board, 9 members in attendance.
- 6/21 – Contacted FireTec in Vermont as a broker to sell E43. Will need a commission agreement signed by Town Manager and information sheet filled out and returned for appraisal.
- 6/22 – 4 out of 8 full time staff were able to attend the staff training day.
- 6/23 – Spoke with Darling Ford, he has a 2022 Ford Interceptor ready for purchase. Will meet with Katie to discuss next steps.
- 6/27 – All paperwork submitted to FireTec for advertising sale of E43.
- 6/28 – R47 had repairs to safety door of cascade system at Greenwood.

Town Council Tracking Worksheet Items:

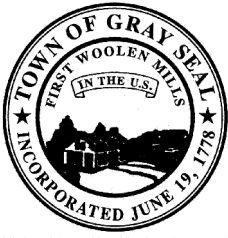
- Submitted information to Jon for new command vehicle to be purchased from CIP.

Other Activities / Accomplishments:

- 6/16 - New live-in student was at the station for orientation and to meet with the live-in advisor. Paperwork for HR and payroll were filled out.
- 6/23 – AC Holmquist attended 2-hour webinar on Clinician Burnout.
- 6/29 – AC Holmquist attended 2-hour webinar on Mass Casualty Response.
- 6/29 – Currently on pace to surpass last year’s total number of calls

Challenges / Obstacles Requiring Assistance Outside of the Department:

- Request guidance from Human Resources for firefighter out on extended leave.



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PUBLIC WORKS

Alec Dodd, Public Works Director
adodd@graymaine.org
(207) 657-3381

June 30, 2022

Public Works Monthly Report to Town Manager (5/23/2022-6/27/2022)

Activities:

- Attended Gray Essential Functions Workshop, identified minimum operational requirements for PW in scenarios of emergency management 5/26.
- Attended the Maine Chapter of American Public Works Association's annual highway congress in Skowhegan 6/2.
- Evaluate and plan for several projects and purchases contingent upon the municipal vote 6/14.
- Paving and liquid asphalt prices are very volatile this year, with much consideration of town needs, market trends, budget figures and timeline, Council supported the proposed option to extend our contract with Pike Ind.
- PW staff along with B&G staff attended Chainsaw Safety and Felling Techniques training at Pennell/park area 6/15.
- Attended village planning session with town staff and Principle consultant 6/21.
- PW staff attended all staff training day 6/22.

Challenges / Obstacles Requiring Assistance Outside of the Department:

- Several project collaborations with Planning dept and GP engineers.
- Market conditions and weather have hampered efforts to accomplish road markings in a timely manner this season.
- Market conditions and available supply continue to cause delays in many areas including procuring parts and supplies for vehicles and equipment as well as lengthy delays for contract work.

Town Council Tracking Worksheet Items:

- Review project areas for Main St/Lewiston Rd and collaborate with MeDOT, planning staff and Principle consultant.

- Site visit and review with GP and contractor to plan project completion of Shaker Rd sidewalks.
-



TOWN OF GRAY

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www.graymaine.org

RECREATION DEPARTMENT

Anthony Dahms, Director of Recreation
adahms@graymaine.org
(207) 657-2323

June 27, 2022

Recreation Department Report to Town Manager June 2022:

- June 1 Benches and Tents were set up in Pennell Park to prepare for summer camp and to support the increase in walking use on the path
- June 6 Recreation Committee met
- June 9 GNG Optimist Club met
- June 13-June 17 Summer Camp Staff Training took place, all staff are CPR/First Aid certified as well as Youth Mental Health First Aid certified
- June 21 MDASH group met
- June 21 Longest Day 5k took place, the Recreation Dept. helped by supplying water for the race
- June 22 Town staff training took place the Recreation Director presented on Wellness including stress management, employee assistance program, ergonomics, and video display terminal

Other Activities / Accomplishments:

- Recreation Director participated in 3 Village Planning meetings and helped with the June 27th kickoff event
- Recreation Dept helped support a Covid Vaccine clinic that was held in Newbegin Gym, over 40 people attended, event was put on with NEAAO, The Opportunity Alliance, Sebago Lakes Region Chamber of Commerce, and Community Pharmacies
- Summer Camp started highlights included the ice cream truck, water games, and the return of our Leaders in Training (LIT) program
- Sports updates include the start of Summer Track for PK-6th grade and Spring Lacrosse wrapping up for 3rd and 4th graders. Our Nordic Walking for Seniors group has been growing, Nordic Poles are available for free loan in the Recreation Office
- Discount Tickets are available for purchase again this summer, Funtown/Splashtown Combo, Aquaboggan, and York Wild Kingdom Zoo passes are all available in the Recreation Office.

Challenges / Obstacles Requiring Assistance Outside of the Department:



COMSTAR



(Computer Oriented Mapping, Utilizing Statistical Tracking, Accountability and Response)

Cumberland County Sheriff's Office

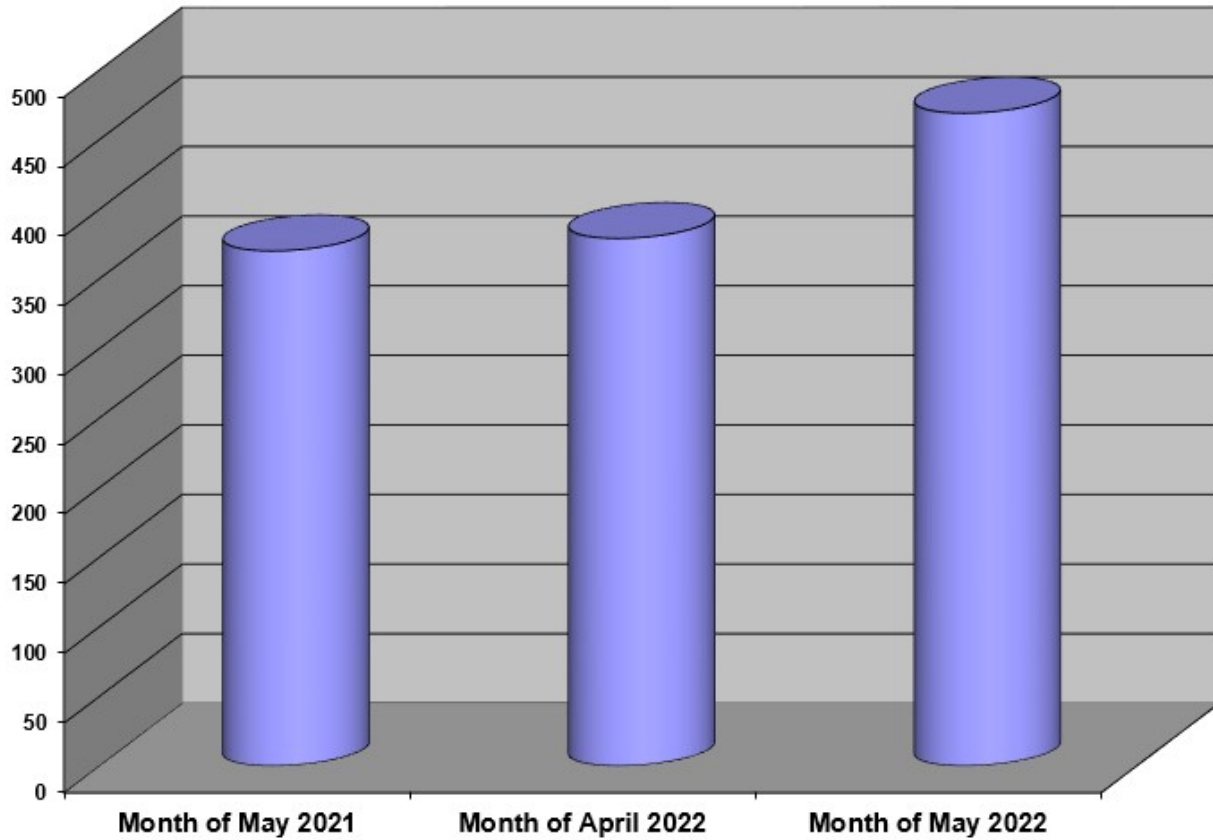
Town of Gray

Month of May 2022

Prepared by Crime Analyst Wendy Clark-Tarbox

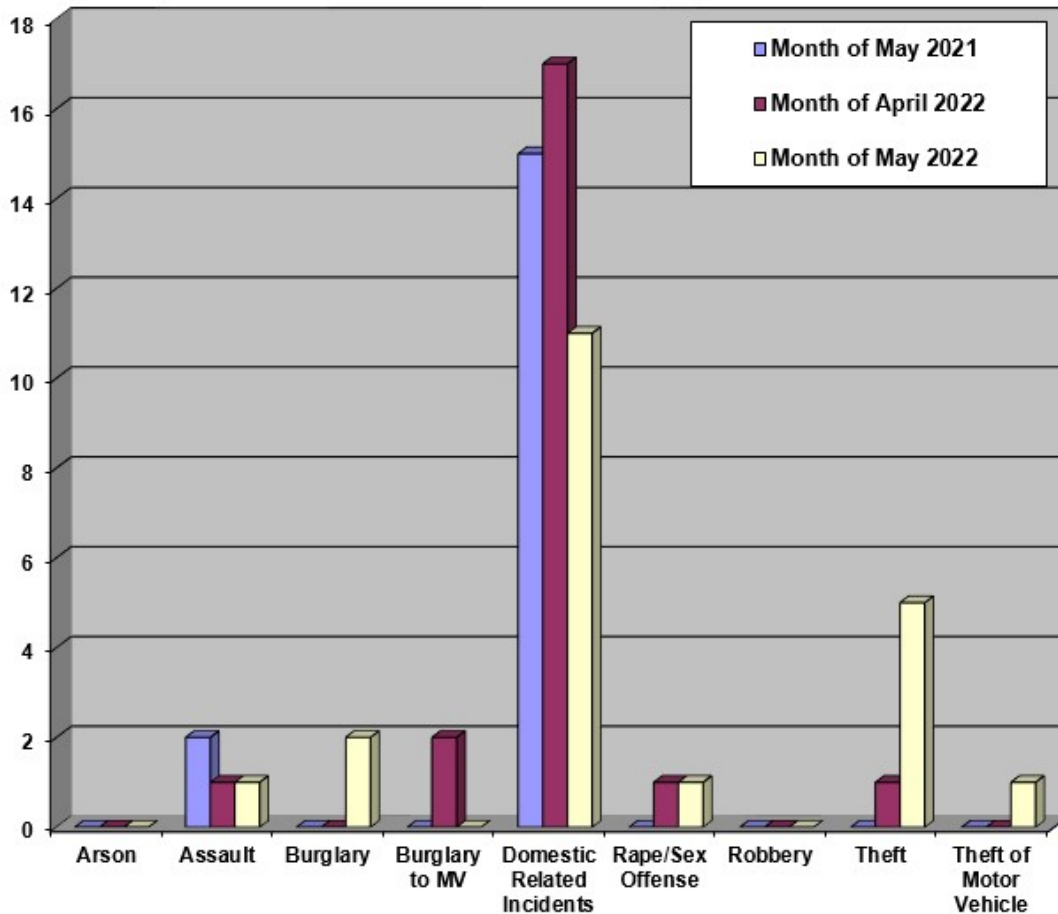
Calls for Service

<u>May 2021</u>	<u>April 2022</u>	<u>May 2022</u>	<u>2022 Difference</u>	<u>2022 % Change</u>
370	379	469	+90	+23.7%



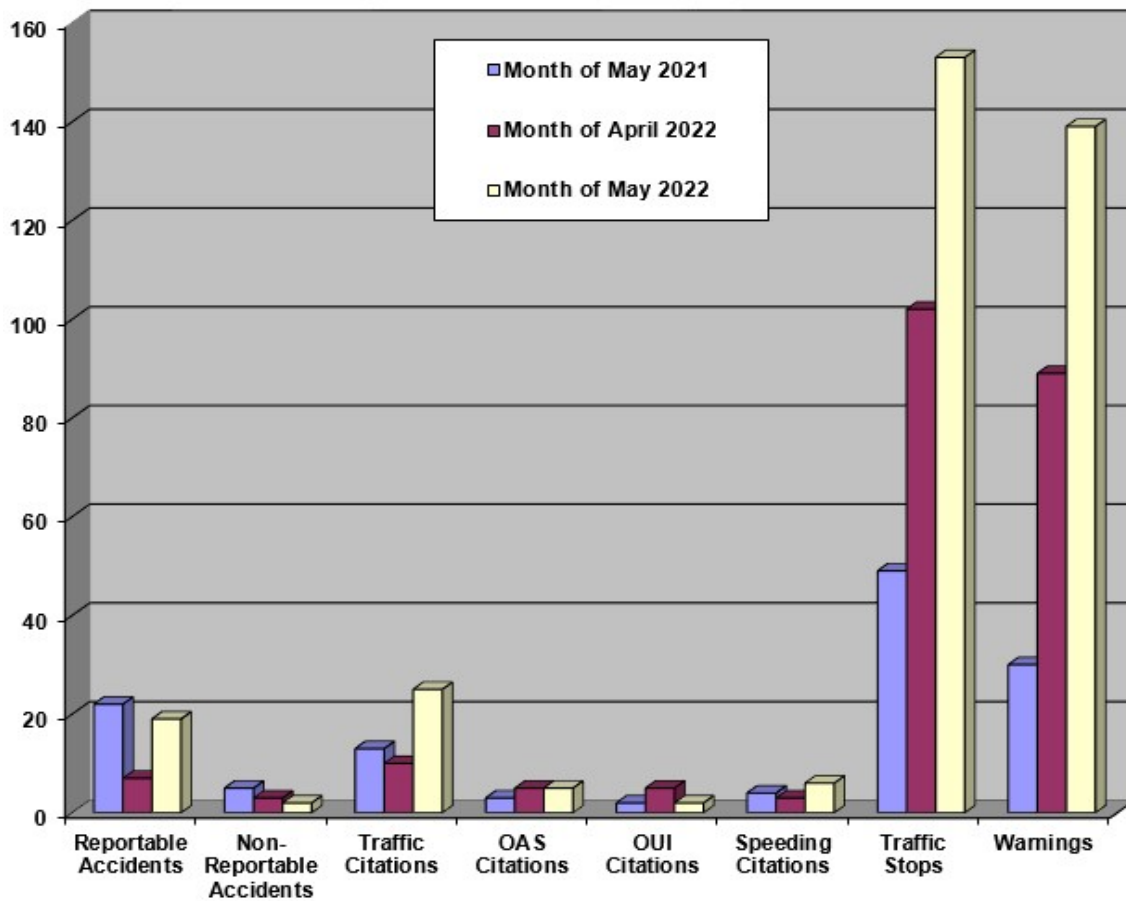
Crime Totals -

	<u>May 2021</u>	<u>April 2022</u>	<u>May 2022</u>	<u>2022 Difference</u>	<u>2022 % Change</u>
Arson	0	0	0	n/c	n/c
Assault	2	1	1	n/c	n/c
Burglary	0	0	2	+2	undefined
Burglary to MV	0	2	0	-2	-100%
Domestic Related Incidents (from Calls for Service)	15	17	11	-6	-35.3%
Rape/Sex Offense	0	1	1	n/c	n/c
Robbery	0	0	0	n/c	n/c
Theft	0	1	5	+4	+400%
Theft of Motor Vehicle	0	0	1	+1	undefined



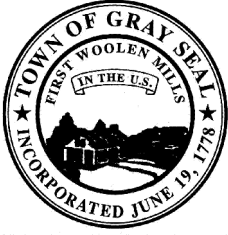
Traffic Totals -

	<u>May 2021</u>	<u>April 2022</u>	<u>May 2022</u>	<u>2022 Difference</u>	<u>2022 % Change</u>
Reportable Accidents	22	7	19	+12	+171.4%
Non-Reportable Accidents	5	3	2	-1	-33.3%
Traffic Related Citations Total	13	10	25	+15	+150%
OAS Citations	3	5	5	n/c	n/c
OUI	2	5	2	-3	-60%
Speeding Citations	4	3	6	+3	+100%
Traffic Stops	49	102	153	+51	+50%
Written Warnings	30	89	139	+50	+56.2%



Quality of Life Incidents -

	<u>May 2021</u>	<u>April 2022</u>	<u>May 2022</u>	<u>2022 Difference</u>	<u>2022 % Change</u>
Agency Assists	9	11	15	+4	+36.4%
Alarms	9	5	7	+2	+40%
Animal Problem	1	2	2	n/c	n/c
Attempt to Locate (i.e. vehicles operating erratically)	30	26	23	-3	-11.5%
Citizen Assists/ Disputes	27	25	35	+10	+40%
Concealed Firearms Investigations	6	4	5	+1	+25%
Court Services (Protection Orders and Summonses)	3	2	2	n/c	n/c
Criminal Mischief	3	0	2	+2	undefined
Criminal Trespass	1	1	2	+1	+100%
Disabled Vehicles/ Assist Motorist	13	13	7	-6	-46.2%
Disturbances/Fights/ Loud Party	7	3	4	+1	+33.3%
Fraud	1	4	2	-2	-50%
Missing Persons	0	0	0	n/c	n/c
Pedestrian Checks	3	4	1	-3	-75%
Property Checks	6	14	23	+9	+64.3%
Sex Offender Registry Investigations	3	7	1	-6	-85.7%
Suspicious Persons/ Circumstances	12	10	22	+12	+120%
Welfare Checks/ Suicide-Attempted Suicide/ Mental Health Event	24	22	22	n/c	n/c



TOWN OF GRAY

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24 Main St, Gray Maine 04039
www.graymaine.org

SOLID WASTE AND RECYCLING
RANDY COOKSON, DIRECTOR
RCOOKSON@GRAYMAINE.ORG
657.2343

June 19, 2022

Solid Waste Department Report to Town Manager (5/23 – 6/19/2022):

5/25 returned to work
5/26 CCEMA training
6/2 shipped 13 ½ tons of cardboard, combination load with Yankee Sturbridge
6/8 completed Waste Management (hazardous waste) training online
6/10 monthly meeting with Town Manager

Town Council Tracking Worksheet Items:

- A
- B

Other Activities / Accomplishments:

Attempting to ship a load of mixed paper, mills are either shut down for maintenance or at capacity. Should be an opening the last week of June.

During the period of May 23rd through June 19th the following materials were baled:

39,168 pounds of corrugated cardboard
28,706 pounds of mixed paper
14,740 pounds of plastics
3,260 pounds of tin cans

Challenges / Obstacles Requiring Assistance Outside of the Department:

*O/F/C (All)

OPEN

Count of Description	Column Labels			
Row Labels	H	L	M	Grand Total
Administrative	1	2	1	4
Committee	1			1
Comp. Plan Implementation	1			1
Infrastructure	1			1
Infrastructure / Village TIF Goals	1			1
Open Space / Conservation Plan	1		1	2
Ordinance	5	2	10	17
Ordinance /Standards			1	1
Process		1		1
Public Safety			1	1
Recreation			1	1
Residential			1	1
Revenue		1		1
TIF Goal / Budget	1			1
Traffic	2		2	4
Training		1		1
Grand Total	14	7	18	39

*O/F/C (All)

CLOSED

Count of Description	Column Labels				
Row Labels	-	H	L	M	Grand Total
Administrative		5	4	6	15
Budget		1		2	3
Budget			2		2
Comp Plan Imp - break out item 84		3			3
Comp. Plan Update		1			1
Comp. Plan Update - breakout of tasks for Item 11		3			3
Comp. Plan Update/ Conservation Plan		1			1
Infrastructure / Village TIF Goals				1	1
Joint Leaders		1		2	3
Ordinance	1	8	1	19	29
Policy				5	5
TIF Goal / Budget		2			2
TIF Goal / Budget - break out tasks from Item 34		1			1
Traffic		2			2
Traffic - MDOT - break out tasks from item 24A				1	1
Traffic - MTA				1	1
Traffic - MTA - break out tasks for Item 24B				1	1

Training				1	1
Grand Total	1	28	7	39	75

*Status: O = Open C = Closed F= Future Priority: **H = 1-3 months M = 4-9 months L = 10+ months - Guideline										Last Update: 06/21/2022		
No	Goal/Category	*O/ F/C	** Prty	P No.	Target Date	Description	Sub by:	Owner:	Assigned to:	Dated Logged	Last Update	Comments
84	Comp. Plan Implementation	O	H	1	Detail Tab	Identify steps/ create plan to implement newly approved Comprehensive plan . SEE SEPARATE TAB - FOR DETAILS	Council	Council	Council	12/01/20	06/21/22	(12/1) Council agreed to close old item and create new implementation plan. Detailed tasks will be logged on detail tab pending schedule workshop to review them and come up with timeline/prioritization. Council agreed with Dan's suggestion to ask each Committee to review CP to ID what would inform their work, how they can support implem, what roadblocks exist, what resources will be needed, etc. with a one page summary due by 2/8 for Council reviewed at 2/16 meeting. Dept heads have reviewed the plan. (12/9) Council discussed further at workshop. (4/19) New volunteer outreach underway. Council reviewed & agreed to GPCOG proposal for Village Planning. See Detail tab for updates . Next Steps: Nate to excute contract with GPCOG.
49	Ordinance	O	H	2	07/01/22	Review current ordinances and zoning to determine if changes are needed for Duplexes	Dan Maguire	Dan Maguire	Doug Webster	02/19/19	03/15/22	Dan asked the Council to consider making changes to Duplexes to address sprawl growth and other unintended impacts to density bonus of allowing a duplex in lieu of a single unit of housing. Doug advised this issue has been researched in the past. Dan needs to talk to Kathy and then work through reviewing current ordinances. Then, bring to the OAC for possible proposal to the Council. (12/17) Deb advised of resident e-mail regarding the number of duplexes being built in Gray - Planning Board has also recently discussed. Council agreed this issue needs to be moved up in the priority list. (6/2) Council reviewed questions from OAC & provided direction. Generally speaking, there was support to make it more restrictive in certain zones and encourage them in others by making it less restrictive. It was agreed this is one tool in the growth mgmt plan. (8/4) Doug provided memo detailing OAC ques/disc points along with the growth plan disc and Comp Plan review. Council agreed a full workshop is needed to review. (9/1) Council disc OAC document cover duplexes, multi unit housing, growth & comp plan info - agreed addt'l workshop to create workplan to complete all the work needed. (5/18) Council approved a moratorium in the Village on single family and dual family housing to allow for the creation of new standards and requirements in those zones (see item #94) (9/7) 1st read of design stand in Village (9/21) 2nd read/hear held by Council (PB held hear 9/20) changes go into effect in 30 days. (10/5) Council/Doug discussed whether this should stay standalone item - likely be swept into changes are they are made - but do not want to lose sight of this critical issue. (3/15) Nate pres plan for PD Staff work to Council. Next Step: Doug's focus will be on zoning/ordinance changes in VC/VCP
34	TIF Goal / Budget	O	H	3	Detail Tab	Work on planning associated with new Village TIF . SEE SEPARATE TAB FOR DETAILS	Council	Nate Rudy	Doug Webster	08/07/18	06/07/22	Councilors agreed to close 'TIF creation' task as it is now in approved. This new item will capture the planning and additional work associated with administrating the new TIF. Project was discussed during 9/10 workshop & Mr. Lavallee advised video work was still outstanding, but felt he would be able to present at 2nd Oct meeting. 9/18 Deb advised that there was still one piece left to complete. Review of MDOT/Town video work & analysis to be presented at Dec 4th meeting (as presentation was delayed from 11/13 meeting). (11/28) Council reviewed updated info on projects with Steve, as well as his priorities. Mixed Use options were discussed at length. (12/4) Will Haskell & MDOT provided updated info on Main Str Project. (2/5) & (2/19) See new detail tab H3. MDOT has advised change in Main Str project timeline. (7/2) Workshop held (8/6) 7/1 Workshop minutes approved. (10/15) Council agreed time to set up another brainstorming session - likely on Route 115 road - agreed to wait until 10/28 workshop to schedule so Bruce would be included. (10/28) Public forum set 12/5. (11/12) Dan will facilitate - Council agreed to set up/format. (6/7) Village Charette planned for last week of July. See detail tab for updates. Next Step: Village Charette set for last week of July.

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112	Administrative	O	H	4	07/01/22	Create an Insert for Tax Bills	Council	Nate Rudy	Nate Rudy	03/29/22	06/21/22	(03/29/2022) Council approved changes to Senior Tax Assistance program which included a timeline change for applications. Council agreed sending out an insert in the tax bills to notify residents was a good idea. Given an insert will be used, Council/Staff will consider other items to fill the page. (4/5) Council agreed that work on Short Term Rental ordinance should be done in time to include instructions for new registry on this insert. (4/19) Nate adv the deadline for the Council material is June as the hard deadline to prepare the insert is 7/1/2022. Dan suggested a summary of new ordinance changes be added. (5/19) Council finalized feedback to Staff on STR with goal to have generic statement on inserts & then info posted by the time bills start arriving (6/21) Short Term rentals has not progressed. Council agreed should still be on insert with a TBD statement. Next Step: Council/Staff to finalize before deadline in summer.
22	Ordinance	O	H	5.1	06/01/22	Review current ordinance governing stormwater drainage measurements to determine if updates are needed. Update ordinance to include licensing fee or other fee structure IF business wants access to stormwater system .	Council	Nate Rudy	Doug Webster	02/09/18	03/15/22	During the CZA process with Cumberland Farms, much discussion was centered around "peak flow" vs. "volume" of stormwater drainage & about possibly updating the existing ordinance to cover both measurements. TC discussed and need Staff direction on item, as well as priority/timeline. Doug Webster made presentation (3/6) of feedback from Town Engineer. Recommendation is update ordinance to specify licensing or fee structure to account for any future requests to hook up to Town's stormwater system. (2/5) Council discussed need to move this up to ensure work is done before MDOT comes to redo Main Str and to ensure used in future development proposals. Doug also pointed out that results of Watershed study may impact regulations as stricter state statutes come into play. Study is awaiting Spring field work & will include detail to help. (3/5) OAC provided priority order of outstanding items & this was included. (5/21) OAC had prelim disussion at May meeting. (7/2) OAC started review - will continue at 7/10 meeting. (3/12) Staff recommend stormwater modeling be done to understand current infrastructure and recommendation for future - to anticipate addt'l devel. That would inform the ordinance/fee work. (3/15) Nate/Doug adv work is underway with Will to determine scope of analysis and data collection. Next Step: Doug & Will will provide analysis to Council when available.
25	Ordinance	O	H	5.2	06/01/22	Review current ordinance governing stormwater drainage measurements to determine if updates are needed. Create stormwater performance standards for future development in Village and/or for businesses wishing to access Town's stormwater system.	Doug Webster	Nate Rudy	Doug Webster	03/06/18	03/15/22	During the CZA process with Cumberland Farms, much discussion was centered around "peak flow" vs. "volume" of stormwater drainage & about possibly updating the existing ordinance to cover both measurements. TC discussed and need Staff direction on item, as well as priority/timeline. Doug Webster made presentation (3/6) of feedback from Town Engineer. Recommendation is to memorialize Cumberland Farms discussions/approach to be used as a 'performance standard' in conjunction with ordinance for future development. (2/5) Council discussed need to mvoe this up to ensure work is done before MDOT comes to redo Main Str and to ensure used in future development proposals. (10/1) Dan advised OAC felt this one was easy to complete - moved up in priority. (2/4) Dan confirmed the OAC is back to meeting & has agreed to meet every other week to try to catch up. He advised they looked at Solar Overlay & Growth Cap and Duplex but need more guidance on the last. Priorities except for open space were unchanged. (3/15) Tied to item #22 - awaiting analysis/data from Will. Next Step: Doug & Will will provide analysis to Council when available.

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103	Infrastructure	O	H	6	TBD	Create Libby Hill Road upgrade Plan including 2nd emergency school exit and sidewalk	Sandy Carder	Nate Rudy	Sandy Carder	12/09/21	06/07/22	(12/9/21) Council has discussed at various times as LH Road is set for repaving, but prefer to upgrade road to address long term needs. Covid issues have worsened student safety issues on this road. MSAD15 has expressed an interest in researching the possibility of utilizing their ROW to Shaker RD via the HS parking lot as an emergency exit to comply with safety plans which require 1 entrance for rescue personnel and another for exit. Extension/upgrade (ADA) of the sidewalk the full length of the road is identified as a critical need. Extension of the Hannaford sidewalk to Spruce Street with a lighted crosswalk from Spruce to the ROW is also on the list. MSAD15 has req a formal workshop to begin researching options. (1/18) Sandy adv MSAD15 agreed to workshop to brainstorm project scope (3/28) Joint WS held & scope defined. (4/5) Anne preparing app for earmark funding & Sandy seeking letters of support - deadline is 4/13. (4/19) Anne submitted application with recommendation letters (5/19) Unfortunately, Gray was not selected for the earmark. (6/7) Anne adv MDOT provided some feedback Next Step: Anne will review DOT material & follow up with Rep Pingree's office.
66B	Traffic	O	H	7	01/31/22	Determine if Time of Day Weight restriction should be placed on Short Shaker Rd.	Sandy Carder	Council	Nate Rudy	11/12/19	04/19/22	(12/3) Sandy provided more info on options incl. weight limits. Deb advised of possible "State Aid" classification. (12/17) Deb provided proposal from G&P - \$1,000 to determine if Mayall/Weymouth would even qualify - Council expressed concerns on impacts to road maintenance and residents. (1/21) After rev expenses & discuss control concerns, Council agreed NOT to pursue state aid status on either road. Can revisit at later date. (10/6) Public forum held with info sharing with regards to Depot Rd (10/20) Council disc options (12/15) Dan & Sandy held discussion. Dan updated Council. (1/5) Dan adv MDOT has sample ord see #77. (2/2) Dan has draft ord/letter. (3/16) Council prov feedback to Dan to update Ord. He will coordinate with Nate to submit to legal. (5/4) Dan req an update on status. (5/18) Legal has rev with feedback. (6/2) Council provided feedback (7/6) Nate adv only 1 call rec'd from letter (9/7) 1st read will be 9/21 with 2nd read 10/5. (9/21) 1st read/public hear held (10/5) 2nd read/hear held - approved for local roads. (12/9) sign lang identified & Council voted to install. (12/21) Council dis next step for short shaker (2/1) Letter sent (3/1) Sandy adv Bruce Van Note req a meet in Gray for 1 hour later this month with Nate/Sandy - Anne will also attend. (3/29) meeting held with DOT (4/19) Council agreed to close Mayall Rd portion. Next Step: DOT to provide wording for ordinance amendment, Town will hold new public hearings when updated.

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4	Traffic	O	H	8	Detail Tab	Work to develop long term changes needed to address traffic, drainage, road conditions, pedestrian & cyclist safety and speed along Route 115 entering Gray from the hill thru connection to Brown Street.	Nate Rudy	Council	Nate Rudy	01/02/18	06/07/22	During the June Council meeting, Town Staff advised they would be pursuing a MPI grant for reconstruction of this stretch of road in collaboration with the MDOT. It was advised it would likely be a 2 year process with updates provided to the Council. Deb Cabana noted that this would be a 50/50 split for costs (not 25/75 Town/MDOT as previously stated) and includes replacement of the water main. Therefore, it may be included in the upcoming TIF creation, thus it should remain active (rather than 2 year target). Reference material: Pavement Conditions Study - Dec 2017. Project discussed in 9/10 & 11/28 TIF workshops, as well as in TC meetings. (12/4) TC would like to see a review of intersections done prior to committing to a 115 solution or as part of the engineering of that project - to ensure project does not hamstring options. (5/7) Deb advised several communications received regarding pedestrian fatality on Rt 115 requesting sidewalks. (9/3) Sandy adv of outstanding question - need for possible budget consideration (9/17) Deb verified with Will that MPI does not require engineering completion - however - Ann verified the Town's piece of the budget must be approved & set aside to apply. Dan also advised a 50+ sub division (apartment buildings) is before the PB for this road & stormwater/sidewalks are being discussed. (10/15) Deb adv Stevie/Will met with DOT & have more info. (10/28) Council set up public forum 12/5. (11/12) Dan will facilitate & council discussed format. (12/5) Public Forum held. (12/17) Council agreed 1st forum very successful, data compiled, next step is to work out starting point on proj. (1/21) Council held workshop with Water Distr about Route 100 TIF and this proj was select by both grps as the best proj. (2/4) Deb adv Alyssa said it is possible to amend rt 100 TIF for this proj but needs to talk details with us. (3/10) Council & WD agreed to amend TIF to incl this proj (4/28) Council rev warrant art (6/2) Council held public hearing & voted to approval TIF amend (7/21) Voters approved revision. (10/6) State submission done. (12/1) TIF amend appr. (1/19) Council agreed with Water Dist/Will on first tasks to start process. (3/2) Will prov est. (9/7) Council set up 'kick off' meet date with prime parties. See Detail Tab for updates (9/27) Kick off meet held - next steps set (6/7) Village charette planned end of July & TIF funds for easement work in budget. Next Step: New tasks logged on detail sheet.
89	Infrastructure / Village TIF Goals	O	H	9	Detail Tab	Create Engineering Plans for Main Street and Coordinate with MDOT for construction	Council	Council	Nate Rudy	02/19/19	06/07/22	MDOT has agree to cov the upgrade of stormwater & catch basins Main Street & down 202 towards the Cemetery. They adv the plan will likely come up in the next 5-7 years. Town needs to id any other chges- increas water line size, increas stormwater line size, add conduit for underground utilities, add piping for natural gas so funding can be budg & all items add at the same time (rip the road up once). (4/2) Doug prov 8-12 year window for work on Main as guide for Council meaning analysis & plan should be done well beforehand. (4/16) MDOT adv the timeline for this proj is being moved up. Council agr to move up in priority at 5/7 meet & set a stand alone TIF workshop. Workshop held 7/2. (8/6) Min from 7/2 workshop appr. Council to set up another TIF workshop. (7/21) Council had workshop with MDOT & learned portion of road may be worked on in separate project for which engineering is underway. Await more info from MDOT. (9/1) Village walkabout was done with Patrick Adams MDOT, Water District, and others to identify issues/solutions. Rob Betz is coordinating with Ernie Harris on current project from Town line to Cumby's. Council followed up to determine scope of 2nd project from MTA interchange to Brown Street? Can orphan piece be added to that project? (2/16) Council agr to move to open list. (4/6) Nate & Alec had a walk thru with Rob where he adv phase 1 is moving forward, but phase 2 will now only include stormwater NOT a reconstruction of the road. Alec adv that the road is in terrible condition which cannot be addressed with an overlay. Council met with Water District and agreed Village TIF fund needs to be avail in coming year for planning. (5/4) Council incl \$75k TIF funds in budget (6/15) MDOT Rob Betz attend workshop and advised both projects are fund with 2023 construct projection. (9/7) Council will hold WS on 9/15 to complete their prep for MDOT meet (9/21) MDOT WS held - timelines work discussed. (4/19) Council rev plan/fund options provided by DOT & chose to remain in current workplan timeline. Nate will communicate. Next Steps: Village Charette dates finalized. New tasks logged on detail tab.

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104	Ordinance	O	H	10	06/01/22	Correct Self Storage Ordinance and create restrictions on new facilities	Doug Webster	Nate Rudy	Doug Webster	01/05/22	06/07/22	(12/21/21) Doug brought 2 issues to the Council which came up via a Planning Board review of 2 pending applications. (1) limit to 1 building and (2) should outdoor storage be allowed? Both were inadvertently overlooked when the ordinance was worked on last. The first one is impacting the active applications. Councilors raised issues with the number of self storage facilities being built in Gray. (1/5) Council reviewed in more detail and agreed to (1) update to existing ordinance to address 2 points raised (2) moratorium on self storage units which does not impact the 2 active applications and (3) proposals from PD on options to limit additional self storage facilities.(2/1) 1st read/public hearing held on both ordinance change & moratorium. (2/14) 2nd read & public hear held - Council apprv (4/19) Nate adv larger changes in progress. Could be ready by June. (5/19) Self Storage moratorium was extended. Council provided feedback. (6/7) Dan adv OAC discussed and provided feedback to Staff. Next Step: Doug/Kristen to incorporate feedback and bring back for 2nd discussion.
92	Open Space / Conservation Plan	O	H	11	12/01/22	Resolve State Land for Maine's Future Grant Conversion issue created by the Tennis Courts	Council	Nate Rudy	Kristen Muszynski	04/06/21	04/05/22	(4/6/21) Tennis Courts were built at the GNG HS back using a Land for Maine's Future Grant. Back in 2006, MSAD15 removed the tennis courts (after notifying the Town) to expand their parking lot. This was a violation of the grant program which requires the recreational space created remain conserved forever. Until the space is 'converted' into anothe space, the Town cannot accept or apply for additional grant funding. This grant program is the primary program in the State for purchasing and conserving open space. The Council has approved a Contract Zone Agreement for Stillwater Subdivision located on Woodcock which includes the donation of 12.9 acres of land to be used as recreational space. Doug Beck, who is handling the conversion issue, advised this would be a qualifying property. The process to approve the conversion requires the Federal Gov and can take up to 3 years. Doug B adv once the Town demonstrates a real effort towards the conversion, he can release the hold on the grant program. (7/6) Nate discussed with Doug Beck & had information on next steps. (9/21) Sandy adv checklist rec'd and Town must submit documentation to get ball rolling (10/5) Anne completed draft of paperwok. Doug advise it was sent today. (12/7) Kristin prov update from site walk with Doug Beck who identified a possible issue with the road ownership. She confirmed items 1-5 on the check list are complete. Council also agreed to approach MSAD15 to share costs of appraisals. (4/5) Kristen prov update that app has been submitted to Nat'l Park Service but person who reviews it retired & position has not been filled. Next Step: Kristen & Doug to provide more info on the road to Doug B so he may submit to Feds (item 6), Council to budget for yellow book/envir study(item 7).
111	Ordinance	O	H	12	06/01/22	Create Short Term Rental Ordinance and/or program in collaboration with ADU ordinances	Nate Rudy	Nate Rudy	Kristen Muszynski	03/15/22	06/21/22	(03/15/2022) Nate advised that Staff has prepared a couple options for the Council consideration. It is critical Gray put something on the books given the State's current work on ADU housing - namely allowing ADU at every single family home without regard to local zoning. Having something on the books could allow Gray more control/flexibility with possible upcoming changes. Gray also does not have a list of existing ADU or Short Term rentals. (4/5) Doug presented 2 options to Council & Council selected option 2 with some feedback. (4/19) LD2003 has passed - will need to log new item to cover and address ADU as a separate sub-item. (5/3) Council reviewed updated draft along with legal updates and outstanding questions. Provided feedback, but also requested clarification on a few points. (5/19) Council reviewed again & provided more feedback based on Alyssa's responses. (6/21) Nate adv there are some issues with shoreland zoning still being discussed with Alyssa. Too late to have 1st read at the 7/5 meeting - set for Aug. Next Step: Doug to incorporate changes and set up for 1st reading.

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115	Committee	O	H	13	08/01/22	Update Ordinance Advisory Committee Duties	Council	Nate Rudy	Nate Rudy	05/19/22	05/19/22	(05/19/22) Council discussed history of OAC and current status. Everyone agreed the effectiveness of the Committee was impacted by Staffing issues, the adoption of the new Comp Plan, changing priorities and a focus on ordinance work. Suggestion was made that the OAC is still advisory - but to whom - the Council or Staff. There was consensus that the use of the OAC would vary depending the situation - size of ordinance change, urgency and if other resources were available (interns). There was also discussion of having the OAC do other projects, like reviewing all ordinances to standardize the format, content and clauses/fees. There was consensus that perhaps a consultant may be needed for that size project. Council agreed that Nate/Staff need to draft new duties and then meet with the OAC to discuss before coming back to the Council. Next Step: Nate/Staff to draft new duties.
24A	Traffic	O	M	1.1	Detail Tab	Based on TC meeting with State Representatives and Senator, identify action items to pursue both short term & long term. We will keep NG informed of our meetings/progress so they may attend, if they chose. MDOT Portion. SEE SEPARATE TAB - FOR DETAILS	Council	Council	Sandy Carder	02/22/18	04/05/22	Councilor Carder created meeting notes from Workshop (1/29), Councilor Foshay pulled action items to create list. Logging working list item to capture review/prioritization effort by Council. New individual items will be logged as needed. Council discussed at 3/6 meeting & agreed to set up separate meetings with MTA/MDOT - with a target date of end of April/beginning of May - MDOT - prior to a TC meeting 5:30pm start time. That will allow 90 minutes to discuss. TC agreed signage - (1) old Rt26 vs by-pass (2) in Village around island (no sign again) (3) Depot Rd RR Xing would be priority 1. Kyle also advised he will look into signage (1) & (2). Deb requested target date & CC State Reps/Senator. Deb spoke to MDOT advising of RT 26 bridge closure - suggesting it may be a good time to consider renaming Route 26. Deb advised a MDOT/Staff meeting was held (1) traffic movement permit at 97 shaker (2) closing shaker rd bridge MTA work (3) village island (4) rt 26 routing were discussed. (12/4) MDOT provided some info at Council meeting. (3/5) Sandy pulled down new workplan & sent to Councilors. (6/16) Rob Betz, Patrick Adams & Steve Cole from the MDOT attended a workshop with the Council to review various projects in process, in planning & on the future list. Patrick offered to come to Gray to do a walkthrough of all the various streets to obtain more information on the issues. (7/21) Walkthru set up 8/5. (12/7) Island item moved to Main Street detail tab, Next Step: See Detail tab for more info.
24B	Traffic	O	M	1.2	Detail Tab	Based on TC meeting with State Representatives and Senator, identify action items to pursue both short term & long term. We will keep NG informed of our meetings/progress so they may attend, if they chose. MTA Portion. SEE SEPARATE TAB - FOR DETAILS	Council	Council	Sandy Carder	02/22/18	05/18/21	Councilor Carder created meeting notes from Workshop (1/29), Councilor Foshay pulled action items to create list. Logging working list item to capture review/prioritization effort by Council. New individual items will be logged as needed. Council discussed at 3/6 meeting & agreed to set up separate meetings with MTA/MDOT - with a target date of end of April/beginning of May - MTA - set up workshop in May - Peter Mills, Bruce Van Note - to open discussions based on Bruce's list. Added Dan's items - revenue sharing, gifting property & dual access curb cuts. Meeting held Mary 24th. See separate tab for details. Deb requested update and MTA has sent back initial feedback. Council discussed feedback & addt'l info from Deb. Discussed possibly sending official letters to individual trucking companies regarding avoiding Village rt26, concerns from MTA about trucks not seeing 'closure' signs and diversion study next steps. Councilor Maguire suggested inviting a MTA planner to future meetings. (12/4) MTA provided info on diversion study (5/4) Nate spoke to Mr. Mills & Erin at MTA Next Step: Awaiting guidance from Legislative team. See detail tab for more info.

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27	Open Space / Conservation Plan	O	M	2	11/01/22	During the Libby Hill Trails clean-up after the October storm, the Community Endowment communicated concerns regarding the longevity of the current ad hoc agreements used to create Libby Hill Trails . Council agreed a full review and updates are needed to protect this asset as part of Open Space Plan .	Sandy Carder	Nate Rudy	Sandy Carder	03/20/18	04/05/22	TC discussed at 3/20 meeting based on feedback received from Community Endowment. Deb advised the agreements just 'came together' and are in need of review/update. Deed research - who has access to which pieces of land, how large of an geographic area is involved, how deep does the research need to go, consultation from a conservation expert - will all be needed and cost money. Council agreed to log with a target of year end, for Staff to review & determine what is needed with an estimated cost, for consideration in next year's budget. Carl Holmquist is willing to provide some names of conservation experts who can assist the Town. (12/20) Issue came up in Open Space Staff meeting - Deb working on pulling together cost estimate for budget meetings. (2/5) TC agreed to move up & tie to H2.1 Open Space. (3/21) est provided at budget meeting. Council agreed to add to budget. (6/11) Residents approved budget. (10/15) Community Endowment has requested an info sharing meeting with Town Staff, 1 Councilor and an MSAD representative to start process of long term maintenance agreement. Council appointed Dan to attend. (11/12) 1st meeting went very well - 3 parties agreed preserving is paramount. (12/3) Council agreed to add annual maintenance to budget spreadsheet. (12/17) 2nd meet focused on budget - MSAD 15 conducting full audit of usage to determine impact - some easement discussion. (1/21) Deb followed up with MSAD15. No update. (2/4) Carl present to School board this week, Craig has some initial data on usage (3/10) Meet held to continue discussion - working through maintenance/budget needs. Council agreed to add the Homestead Acres issues submitted by residents on this private road - to ensure we keep them in the loop as the agreement moves forward. (6/16) Deb will check with Dr. King on next meeting after the election.(8/4) Dan adv MSAD15 lawyer provided framework agreement for review. (10/6) Dan shared a worksheet created to gather input from stakeholders. Council provided gen feedback on form. (10/20) Council prov feedback on worksheet (10/22) Meeting held to compile worksheet info. (1/19) Dan provided summary of MSAD analysis of agreement & advised Attorney is working on drafting an agreement. (2/16) Dan prov an update. Deb adv sub group has met to discuss maint/budg agree (7/6) Draft agree done - Sandy work with entities to finalize outstanding items (9/21) Sandy prov upd from meet (10/5) MSAD has prov initial feedback (11/16) Sandy met with MSAD/GCE (12/7) Council signed off on MOU. (12/21) Council appr MOU (1/18) Sandy adv school board has approved (4/5) Update agree drafted & initial deed feedback Next Step: Sandy to review documents & discuss with Nate/Alyssa. Also researching insurance/liability issue.
99	Ordinance	O	M	3	K1	Create Water Quality (Shoreland) Ordinance	Pam Wilkinson	Nate Rudy	Kristen Muszynski	11/16/21	04/19/22	(10/19/2021) Pam Wilkerson, President of Little Sebago Lakes Association made a presentation to the Council on behalf of the Lake Coalition which includes LSL, Crystal Lake and Forest Lake. They are requesting that the Town create a new ordinance to match the one passed in Windham to protect the water quality of the Town's Lakes. All three lakes are on the 'imperiled' State list. (11/16) Council agreed to proceed and log on our workplan. Sandy also advised that Pam was willing to create a draft to get the ball rolling - she will follow up. (03/15) Sandy adv that Pam Wilkinson is working on mocking up the Windham ordinance to provide as a starting point. She has not rec'd an update lately. (4/5) Nate presented proposal to shift some water shed money to work on this issue. Council had a couple questions related to the testing that would stop at Thayer Brook. (4/19) Lake coalition sub updated Windham ordinance with Gray specifics - Sandy forwarded to Nate to discuss with PS in conjunction with new contract proposal. Next Step: Doug will refer question to CCSW

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69	Recreation	O	M	4	04/01/22	Create a Pocket Park including Historical Marker at 5 Yarmouth Rd property	CEDC	Nate Rudy	Nate Rudy	12/17/19	06/21/22	(12/17) CEDC representative Rachel Rumson presented plans for a new Pocket Park on the 5 Yarmouth Rd municipal property which would include a Historic Marker as part of a Historical Trail - which was presented by Galen Morrison. Council provided some initial feedback. Kathy Tombarelli advised there was a possible grant that may assist with phase 1 of the project - earthwork. (1/7) Kathy provided a draft grant application at meeting and Council provided feedback. Council agreed to add to tracking list as project is ongoing and will involve Town Staff and funding. (1/21) Council approved CDGB application. (3/10) Kathy advised the grant was recommended for funding & is moving onto the next phase. (4/21) Kathy will follow up on status of process. (7/21) Planning board reviewed & were very supportive. Abutter meeting held with great feedback. Council approved Rachel Rumson as agent for Planning board work. Due to LD1 failure, grant funding now on hold. (9/1) Council discussed changes to Committee policy to address consultant work. (9/15) Council approved consultant changes to Committee rules (11/17) Council appr land exchange on site to clarify property line. (1/5) RFP has been posted. (1/19) Council approved 1 proposal rec'd. (2/2) Bruce adv a public forum was held to obtain Community input.(3/2/21) Bruce adv CEDC is working on name and bird house project and planning for Spring work. Alec adv he did some earth work in the Fall and is set to do add'l work in the Spring. The project did receive preliminary approval contingent on one sign off. (4/6) Council approv wood donation from Maschino's Lumber. (4/20) Council app picnic table donations from Aroma Joe's. Kathy adv park has PB appr (5/18) Permablitz was held & work session to lay brick. (6/1) CEDC prov update presentation and recommended name which Council approved. (9/7) 2nd Permablitz set for 9/11 (9/21) Council appr add'l exp for admin of the grant (in Kathy's absence)(2/14) CEDC adv most of grant fund spent (6/21) Krista adv work is nearly complete. Next Step: CEDC work on proposal for maintaining going forward.
105	Ordinance	O	M	5	07/01/22	Update Agritourism Ordinance to address changes in industry & markets	Krista Chappell	Krista Chappell	Krista Chappell	01/04/22	04/05/22	(1/4/2022) Krista reviewed a proposal from the CEDC to update the Agritourism ordinance with several letters from Gray small agri-businesses in Gray. The ordinance was originally drafted for a specific location and requires a great deal of land 50 acres. That business was never built and since that time homestead farms, argribusiness farms, etc. have been growing in Maine & Gray. CEDC/residents feel changes are needed to help encourage continued growth in this economic driver and to be more flexible with new approaches - like permaculture which takes far less space. (3/1) Krista adv CEDC is setting up public forum to review changes residents may want to see. (3/15) Krista advised CEDC holding public forum on 3/16. (4/5) Krista adv public forum was not well attended, but did have good conversation with those there. Next Step: CEDC to make proposal to Council.
55	Administrative	O	M	6	Ongoing	Review current legal agreement between MDOT, Water District and Town regarding the Route 26A winter maintenance and wellhead monitoring	Deb Cabana	Nate Rudy	Nate Rudy	04/16/19	06/07/22	The MDOT has advised they intent to "NOT" renew the legal contract binding them to provide winter maintenance and wellhead monitoring on the Route 26A and wish to turn those responsibilities to the Town. Deb also advised that the last round of MDOT testing found elevated salt level in the testing wells. The current agreement clearly states the MDOT is responsible for addressing those elevated levels; however, they are disputing the cause. (9/3) Executive session held (12/17) add'l Executive session held - Council took no action. (2/17) Council discussed in Ex. Session (3/9) Water Conditions study request submitted via budget process. (7/6) Voters approved budget (11/16) Doug prov update - delay is due to identifying the best party to conduct study. WD has been consluded. Council voted to carryover funds. (2/14) Nate adv receipt of WD letter & that a plan of action has been worked up. (6/7) Nate & Sandy rec'd letter from WD Next Steps: Nate working with staff to update WD and schedule next work.

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70	Ordinance	O	M	Z	D1	Review current residential Subdivision Ordinance for necessary changes in Open Space	Doug Webster	Nate Rudy	Doug Webster	02/04/20	04/19/22	(2/5) Doug advised there were some critical issues that needed review within the current residential Subdivision ordinance.(3/5) OAC provided priority order of outstanding items & this was included. Also, identified "Fire Protection" adjustments and Open Space standards as items to be worked on. (7/2) OAC set for 7/10 & this is on agenda. (2/4) Originally logged as Item 40 - Council agreed to split out the OPEN SPACE portion fo the subdivision ordinance as a higher priority. Currently, developers are able to ID & use 'unusable' property as open space to meet the standard to obtain the density bonuses. Ordinance needs to be updated to require the space meet OS standards to count towards density. (3/15) Doug will work on this as part of his VC/VCP review along with GPCOG's work on master plan. It is secondary to the growth Mgmt/multifamily housing work - but connected. (4/19) Anne adv the Open Space Committee has req a meeting with the Planning Board and this is one of their top items. They are willing to take a look at what is currently there and come up with some suggestions on the changes. Next Step: Doug to work on proposed changes.
67	Residential	O	M	g	06/01/22	To review the status Deer Acres property (private road)	Residents	Council	Council	12/03/19	06/06/22	(11/12/19) A group of residents gave a presentation to the Council regarding the current state of their private road - Deer Acres. The road is not actually a deeded private road, but private property with easements. The residents feel the road has been severely impacted by the status of Gore Rd, and the fact that it is used as a connector between Gore Rd and Lyons Point Rd. They are seeking a workshop with the Council to discuss further and develop possible options for solutions. (12/3) The Council expressed serious concerns with taking over a private road, but felt there could be other solutions and they needed more information. They agree to a workshop. (12/17) Bruce advised residents will not be ready to talk until at least April when seasonal residents arrive back in State. (10/6) Council recognized that the residents may be leaving for their winter homes and will push this forward until next spring. (7/6) The window to discuss this has passed again this calendar year. (10/5) Sandy adv group will do presentation at 11/16 Council meeting after Council agreed to presentation in the 9/21 meeting (11/16) Group presented info to Council and answered questions. Nate later advised Staff would like to talk about road ordinance in general with recommended changes to reduce or eliminate addtl winter maintenance additions either temporarily or permanently. Sandy adv another road (Ramsdell) is now seeking a change so Town can do winter maintenance on addtl road being built. (12/7) Nate has req a larger conversation regarding road acceptance & winter maintenance. (4/19) Sandy adv this will likely be scheduled for one of the May workshops. (5/3) Assoc followed up on status. (6/6) Council held WS to discuss road standard issues, winter maintenance policy & costs and any addtl info needed on Deer Acre request. Next Step: Staff to provide recommendations on changes to current policies, pull data from surrounding Towns and provide more information on Deer Acres e-mail from resident. Another workshop will be scheduled once material is ready.
93	Public Safety	O	M	g	K2	Address dilapidated Vacant Buildings around Shaker Rd/No. Raymond Rd intersection	Council	Nate Rudy	Kristen Muszynski	09/01/20	03/15/22	(9/1/20) Council identified dilapidated vacant buildings around Shaker Rd/No. Raymond Rd need to be addressed as the MDOT will not be taking the structures done. (1/5/21) Deb/PD Staff reached out to the property owners. They recognized something needs to be done with the structures and property. They are wondering if zoning changes may be allowed to assist them with redeveloping the properties. PD Staff strongly encouraged new surveys be done first. (5/18) Sandy rec'd complaint from resident on status. (3/15) Nate pres plan for PD Staff work to Council. Doug advised that this is a complex issue which may involve more 'code' work than ordinance work. Next Step: Kristen will work on after short term rental/ADU, self storage and water quality priorities.

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52	Ordinance	O	M	10	05/01/22	Develop local level Sidewalk Construction standards	Dan Maguire	Dan Maguire	Doug Webster	03/05/19	05/19/22	Dan brought up the possible need for local level construction standards for sidewalks after various discussions about status of existing or proposed sidewalks in budget & council meetings. (9/1) Anne provided Council with a "Green Streets Guide" shared by Lauren Meeks (Resident - MDOT engineer) who suggested it be considered when creating our sidewalk standards and during our infrastructure project planning. Dan suggested Lauren attend an OAC meeting in the future. (3/15) Nate adv OAC has discussed & PD Staff have proposals to use template options. (5/19) Doug provided template example which will be used to create options which will be dependent on the type of road, location, traffic, etc. Council provided feedback and suggested a "trail" option also be created. Next Step: Staff to incorporate feedback and create options.
76	Ordinance	O	M	11	D2	Amend Subdivision Ordinance to strengthen Buffer Zone requirements & provide more autonomy to PB relating to internal roads	Dan Maguire	Nate Rudy	Dan Maguire	05/05/20	05/05/20	(5/5) Based on feedback from the Planning Board regarding the current Buffer Zone requirement being reduced from the 50 foot mandate due to the location of houses and other issues, they are asking the Council to strengthen the language in the ordinance. In addition, they would like more autonomy related to mandating internal roads vs shared driveways to reduce curbcuts and assist with the buffer zone issue. Council agreed to log. Next Step: Dan to bring to the OAC for discussion.
78	Ordinance	O	M	12	Contract	Create Stormwater Standards for Watersheds	Doug Webster	Nate Rudy	Doug Webster	06/02/20	03/15/22	(6/2) Council agreed to log new item to create Stormwater standards for watersheds which will consist of (1) obtaining assistance from Cumberland County Soil & Water Conservation District (2) consideration of watershed overlay to zoning map (3) setting up add'l peer reviews for PB applications (4) creating ongoing stormwater maintenance inspections/verifications (5) creating procedure to document agreements to bind future owners to maintaining stormwater plans. (3/15) Nate pres plan for PD staff work which included contracting out some of this work. Next Step: Doug to work with CCS&W.
113	Ordinance	O	M	13	TBD	Create ordinance to restrict herbicides, pesticides and fertilizer use around solar arrays & other sensitive areas (watersheds, public spaces, etc.)	Dan Maguire	Nate Rudy	TBD	05/03/22	06/21/22	(05/03/22) Council agreed this was an important item that should be addressed in the coming year. Initially, adding restrictions for the solar arrays in Town and then add as part of the watershed/shoreland protection discussion. Finally, review other areas this may apply like public parks. (6/21) Council discussed invasive species and State statutes as well as construction projects. Council agreed this will not be worked on until at least the Fall and that working in phases made sense - ie - starting with solar arrays. Next Step: Work on when resources become available.
94	Ordinance	O	M	14	K3	Update Town's Ordinance to reflect long term Solar Array policies for residential , all sizes.	Deb Cabana	Nate Rudy	Kristen Muszynski	04/20/21	03/15/22	(4/20/2021) Council finalized latest update to the Commercial Solar Overlay District Ordinance. This item is being logged to track the work needed on Residential Solar Array. (3/15) Nate pres plan for PD Staff work. Kristen will take this one over. Next Step: Kristen will work on after higher priority items.
44	Ordinance	O	M	15	D3	Review current residential Subdivision Ordinance for necessary changes all other areas (besides Open Space - see item 70)	Doug Webster	Nate Rudy	Doug Webster	02/05/19	03/15/22	(2/5) Doug advised there were some critical issues that needed review within the current residential Subdivision ordinance.(3/5) OAC provided priority order of outstanding items & this was included. Also, identified "Fire Protection" adjustments and Open Space standards as items to be worked on. (7/2) OAC set for 7/10 & this is on agenda. (2/4) Council agreed to split out Open Space (see Item 70) to make a higher priority from other changes needed in ordinance. (3/15) Nate pres plan for PD Staff to Council. Next Step: Doug will work on this one after higher priorities.
106	Ordinance /Standards	O	M	16	TBD	Create a Dark Skies Ordinance or imbed Dark Skies standards in other ordinances	Dan Maguire	TBD	TBD	01/04/22	04/19/22	(1/4/2022) Dan provided information related to the Dark Skies initiative to Council. Council agreed this has validity and is important given the level of infrastructure planning planned in the coming year as well as the work implementing the Comp Plan. No clear approach was defined, but Council agreed this topic needs to be raised as the above work moves forward. (4/19) Council agreed to add sub tasks under big projects to ensure this is considered in planning. Next Step: Define path forward as more discussions are held.

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107	Ordinance	O	M	17	TBD	Create a Fire Safety Impact Fee to fund public fire cisterns	Dan Maguire	TBD	TBD	01/21/22	01/21/22	(1/21/2022) Dan suggested that long term, Gray should consider taking a different approach with fire cisterns which are currently handled within the sub division process. Developers are required to install cisterns under certain circumstances with Public Safety Director review. The quality, consistency and long term maintenance all vary with the Home Association taking over once Developer is done. The concept is to charge an impact fee, create a fire cistern fund and take over the installation and maintenance under Public Safety/Public Works. Council/Fire Chief agreed this approach may be better long term - pending details. Next Step: Work on when time permits.
114	Process	O	L	1	04/01/23	Create long term plan & transition Tracking Spreadsheet	Dan Maguire	Nate Rudy	Nate Rudy	05/19/22	05/19/22	(05/19/22) Council has been discussing transition of Tracking Spreadsheet to (1) possible different application - currently in excel (2) to a new owner (primary) with access for multiple updates (secondary) (3) changing names (4) defining process around the list for years. It now needs to be done in the next year as Sandy will be in her last year of her 2nd term. Next Step: Nate to come up with options to bring to the Council.
98	Ordinance	O	L	2	K4	Review and update Land Bank Commission Ordinance	Sandy Carder	Open Space Committee	Kristen Muszynski	10/19/21	03/15/22	(10/19/2021) While reviewing the Recreation Committee charge, Sandy pointed out the creation of the Committee stemmed from this now outdated Ordinance. In reading the ordinance, much of the roles and responsibilities have been changed, rest with the Open Space Committee or are not relevant anymore. Anne has agreed to bring to the OSC once their work on their Open Space Plan is complete and report back to the Council on recommendations. (3/15) Nate pres plan for PD Staff to Council. This will be assigned to Kristen. Anne pointed out there is already on on the books & Open Space may be able to help. Next Step: Kristen to handle after higher priorities.
60	Ordinance	O	L	3	K5	Review current Kennel related ordinances , identify needed changes & update accordingly.	Deb Cabana	Nate Rudy	Kristen Muszynski	06/04/19	03/15/22	(5/21) Council was made aware of issue via OAC meeting update. New Dog Officer has advised of conflicts between current ordinances and general residential practices. Gray also has existing Kennel businesses. There is also a State Statute involved. Everyone agreed identifying fixes to coincide with new licenses would be best way to communicate any changes. (6/4) Council agreed to move down the priority list - using license timeline as guide. (9/3) Dan advised being moved up due to timing for Dog Officer and Dog licenses. (10/1) Dan advised this one is almost complete. (12/3) Sandy suggested the OAC meet without Doug and work on what they can. Council & Deb discussed and agreed to give this approach a try with Doug reviewing work as needed. (3/15) Nate pres plan for PD Staff to Council. This will be assigned to Kristen. Next Step: Kristine to handle after higher priorities.
110	Revenue	O	L	4	08/01/22	Create Legislative Bill to reimburse Commercial Solar Array Property Tax exemption	Council	Nate Rudy	Nate Rudy	03/01/22	03/01/22	(03/01/22): Nate advised that Commercial Solar Arrays were exempted from local property taxes by the Legislature. After additional research, Lauren Asselin (Assessor) and Nate identified program which will allow for 50% reimbursement. Council directed Nate to send letter to Legislative Team urging them to provide the add'l 50% reimbursement knowing the session was already set. Rep. Moriarty advised there was nothing they could do, but provided contact in Maine Revenue Services to start discussion on proposed bill for next session which does not start until Jan 2023. The deadline for bills is late summer/early fall. Next Step: Nate will reach out to contact at MRS.
102	Training	O	L	5	07/01/22	Develop Committee Volunteers training Webinar	Council	Nate Rudy	Nate Rudy	11/20/21	11/20/21	(11/20/2021) Council discussed needed training for new Committee Volunteers and laid out timeline for annual goal/assignment setting meeting for all Committees. Everyone agreed some type of webinar could be created to allow new volunteers to review at their leisure with a review at the annual meeting. Next Step: Nate will work with Staff to create a training webinar.

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87	Administrative	O	L	6	12/01/21	Review current Fee policy for MSAD15, Gray and NG to determine if there is a better reciprocal approach	Sandy Carder	Sandy Carder	Sandy Carder	02/02/21	06/15/21	(2/2) Sandy advised that this issue had been brought up at the last Joint Leaders meeting. A follow up meeting was held on 1/25 with Craig/Diane/Sam of MSAD15. There is a need to track costs and fees by all three entities. MSAD15 also has financial responsibilities that impact both Gray & NG. The issue is front line workers are left dealing with trying to apply fees when working with coaches, residents, staff, etc. which creates conflict as the taxpayers pay all three budgets. There was agreement there may be a better way to deal with fees. (5/4) Sandy adv next joint leaders meeting set for 6/17 & will follow up on status then. Next Step: Diane will set up a meeting with Katy and NG representative to start by reviewing current processes - it was noted due to budget season, this would likely not take place until April.
39a	Administrative	O	L	Z	08/01/22	Need to review/renegotiate Cable TV Contract sometime in 2019-2021.	Deb Cabana	Nate Rudy	Jon Hartt	09/18/18	05/03/22	Deb advised she has asked Alissa Tibbetts, Town Attorney, to begin some research & that process can take up to 1 year. She also advised there is at least one resident willing to serve on a Cable TV Committee, if the Council choses to go that route. Council discussed briefly and confirmed either route will require legal review. Dan asked if there was a way for Alissa to provide a snopsis of the process/issues for council to better understand task. Deb advised significant changes have been made at the Federal level which will require more analysis before approach can be determined. (1/8 & 1/22) Feedback presented on item 42 Cable TV ordinance actually fit into the "contract" between parties. Will keep in mind for this item. (6/4) Legislature passed bill to roll back some of the changes (such as channel location, HD broadcast requirement, etc.) Deb advised GPCOG has sent out an RFP for the negotiator for the Towns invovled. There was no interest in a pre-contract meeting. (8/6) Deb advised GPCOG is preparing contract with law firm (only one rec'd but highly qualified). (10/15) Deb/Brad provided updates from the negotiation meeting with GPCOG attorney. (1/7) Council agreed to separate contract and committee into two action items. (9/15) Audit by consultant resulted in identifying monies owed (\$18K+) to Gray. GPCOG est negotiations will begin in the fall. (2/16) Deb adv target for contract is June. Spectrum disputing owed fees. (7/6) Anne adv this is at a standstill (12/7) Anne attended consortium meeting & provide substantial update. (1/4) Anne & Jon prov update on activities. Jon provided comparison between recommended consortium ordinance vs. Gray - Council agreed to move to consortium & provided some feedback. (1/18) Anne adv Bradley Law has meeting with Spectrum to start negotiations (3/1) Council held 1st read & hearing. (3/15) Jon provided add'l info, Council approved ordinance. (5/3) affirmation vote taken to address motion error in 3/15 meeting. Next Step: Nate/Jon to obtain update from Bradley Law on negotiations.

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B	Comp Plan Imp - break out item 84	O	H	1	01/15/22	Consider New Committee to monitor, supervise, ensure Comp Plan implementation proceeds	Council	Council	Dan Maguire/Krista Chappell	12/01/20	06/21/22	(12/1) Council agreed current Committee should be retired as their charge is complete. Will send Thank You letters to Members and advise Council is considering a new Committee to assist with Implementation - asking them to advise if they are interested in continuing on. New Committee needs further discussion. (2/16) Sandy provided info from Windham Committee - hybrid structure. Generally, there was agreement that is the better model than all volunteer. It will be important to have people with know/exper on the committee. Should not set up until Council can give clear charge and goals to committee. Nate wants a chance to talk through options with Planning Dept as they will take leading role. Sandy also adv Windham hired a consultant to assist them. (10/5) Council agreed this needs to be a top priority in coming year (11/20) Council discussed options at retreat which included utilizing new annual meetings for goal setting/Committee assignments and developing a workgroup responsible for accountability to ensure assignments are being worked on. There was no resolution on the size & representation on that workgroup. (1/4) meeting held - Nate/Krista/Dan (1/18) Council rev framework for Committee & provided feedback(2/14) Krista/Dan shared their proposal. Dan to draft outreach memo & share by 21st. Goal to have posted by end of Feb & included in March newsletter. Application deadline will be end of March to coincide with first April meeting packet. (3/15) Dan adv he will work on shortly (4/5) Sandy ask if anyone had feedback on Dan's draft - none. (5/3) Timeline updated apps through 5/30 Council to review at June workshop. (6/7) Sandy asked if Krista/Dan had heard anything on apps (6/21) No apps were rec'd but Sandy rec'd a message from Lacy & she has agreed to apply. Next Steps: Lacy's application plus one other has been rec'd & will be reviewed at the 7/5 meeting.
E	Comp Plan Imp - break out item 84	O	H	1	01/31/22	Create plan/timeline for Zoning changes & ordinance changes	Council	Council	Nate Rudy/ Doug Webster	12/01/20	06/07/22	(12/1) Council needs to discuss/create a plan/timeline to update Zoning to reflect zones in new plan and determine prioritization to ensure development adheres to new plan. Will be related to Item 46 (Growth Plan) and Item 49 (Duplex changes) for which initial discussions were held, but placed on hold pending Comp Plan approval. (5/18) Council approved moratorium (4/6 eff - 180 days) to allow time for Staff to update standards/ordinances within the Village and Village Center zones. (7/6) Dan adv OAC is working on reviewing the current zoning against the new Com Plan zones with Town Staff and interns. (12/9) Council agreed to have Doug, Nate and Dan met to discuss the timeline/resources needed for the OAC to take a look at the Critical Rural zone and Village zones to determine options for updates as priorities to ensure protection of CR and no more loss of opportunities for appropriate growth in the Village. (2/14) Nate adv Doug has some initial changes related to density for the Village/VC areas ready to go. (3/1) 1st read & public hearing held. Council requested more information be pulled together & was willing to send to PB to obtain their feedback. (3/15) Council discussed feedback and made modifications to approach. Also reviewed Nate's proposal to address full review of zoning & ordinances for VC/VCP which will include Doug's primary focus and engaging GPCOG while moving all other ordinances to Kristen. (4/5) 1st read/public hear held. PB held public hear 4/10. Council held 2nd read/hear 4/19. (6/7) Nate shared dates for Village Charette Next Steps: Village Charette planned for last week of July.

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46	Ordinance	O	H	1	07/01/22	Develop Growth Management strategy - as part of Comprehensive Planning & to allow needed time for Open Space Planning	Sandy Carder	Nate Rudy	Nate Rudy / Doug Webster	02/05/19	04/19/22	(1/22) Dan adv PD does not feel any addl action is need at this time. Growth Cap was disc & Staff will look into with OAC and bring forw when ready. A growth cap has been disc in var meet for the last yr. Not hav a robust growth plan and/or cap was 1 primary reason the original Comp Plan was not appr. (1/30) During the Open Space forum, Alan & Lucky both strongly encour a growth cap be disc/imple as soon as possible to provide Gray with more time to dev an Open Space plan. In add, issues with current residential Sub-division ord, duplex allow, and limited safeguards against a large scale dev need to be addr. Kathy adv Staff have crunch annual data & Doug adv dev one would be rather straightforward & would be padded to avoid impact wanted eco & residl dev. (2/19) Council agreed this is a top priority now. (3/5) Doug rev steps (1) Verify current comp plan (2) check with legal ord (3) imple verifying data supports number selected & Council prov direction. (6/4) Doug prov some data and Arundul ord (eff in 1977). Council agreed to proceed cautiously. (9/3) Doug adv best 1st step would to discuss possible 'cap' number and process to apply caps. (10/1) Council WS held - guidance prov to Doug. (1/21) Council would like to have some info to discuss by the 2/18 meet given the push on larger devel & Comp Plan process. (2/4) OAC looked at & were not in support - worried about admin of the process impact staff (2/18) Council disc changing approach to be more comp to focus on Growth MANAGEMENT vs just a cap. Need to coordinate with the comp plan timeline as an appr plan is required to enforce growth permit systems. (3/10) OAC began work on this item.(5/5) OAC wants to coord with Comp Plan so work will not start now, however, due to the need for Council work as well, draft options still to be deliv by end of summer to stay in line with CP. (8/4) Council disc at 8/4 WS to confirm a full WS for this along with the duplex/OAC ord list can be disc (9/1) Council disc OAC doc cover duplexes, multi unit housing, growth & comp plan info - agreed addt! WS to create workplan to complete all the work needed. (2/16) Sandy adv Windham has robust grw permit prog that was 1st step after their comp plan.(4/6) Council dis as part of TM goals (5/18) Council/Staff dis in WS - Staff sug step approach to create (12/9) Council disc and develop plan (3/15) Nate pres plan for PD Staff work to Council. (4/19) Council reviewed & agreed to GPCOG village proposal. Agreed to move this item to sub category under comp plan. Next Step: Work on a growth management plan - for permitting - encouraging with bonus permits in growth areas vs. restricting number in critical rural (for example) as part of Village Planning - Comp Plan implementation.

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A	TIF Goal / Budget - break out tasks from Item 34	O	H	3	02/28/22	TIF - Mixed Use Zoning Discussion for Property next to Northbrook	Town Council	Town Council	Doug Webster	01/22/18	12/09/21	(11/28/18) Mixed Use options were discussed at length. Next workshop set for 2/19 6-7pm prior to scheduled TC Meeting. (2/19) Council discussed options and agreed having some type of proposed changes to consider would be helpful. Should focus on Village, but also on large undeveloped piece abutting Northbrook as owners req. inclusion to help develop. Doug will work on. (12/09) Council identified the need to find a parcel that could be set up with mixed used development - such as the parcel included in the Village TIF which may attract a medical facility and/or larger store like Paris Farmers which expressed an interest in having a location in Gray, but could not find a suitable parcel/building.
B	TIF Goal / Budget - break out tasks from Item 34	O	H	3	TBD	TIF - Center Rd / Bridge Redesign	Town Council	Town Council	Town Council	02/18/18	04/19/22	Town to evaluate possible changes to bridge and/or reconfiguration and/or completion of Turnpike Acres - to address Center Rd outlet just below 5 Rd intersection/left turn issues for tractor trailers in Village (possibly part of TIF workshop to determine plans/priorities for Village infrastructure upgrades). MTA advised that Bridge was recently refurbished & widened so there are no immediate plans for more work; however, they remain open to discussion a realignment. (12/4/20) Part of solution to address tractor trailers in the Village is to address inability to make right hand turn from 202 onto route 100 - which includes alternate route - maybe via turnpike acres/center rd bridge. (2/5/21) TC moving to TIF Planning umbrella (2/19) Deb to find out replacement year from MTA. (4/19/22) Council discussed as a possible project for MDOT Village Initiative Program AFTER the Main Street/Yarmouth Rd work is done.
D	TIF Goal / Budget - break out tasks from Item 34	O	H	3	05/01/22	TIF - Evaluation of possible Sewer/Water treatment option for Village	Town Council	Town Council	Nate Rudy	02/05/19	03/15/22	During TIF public forums, a specific piece of property (22 acres) was added to the map as it was considered a good candidate for a future water treatment / sewer facility - due to the soils and location (gravity may eliminate need for pumps). (2/19/19) Deb confirmed TIF funding can be used to purchase property; however, it can only done once a full blown plan is created for usage. TIF funds cannot be used to buy property for recreation purposes. Council to discuss land acquisition CIP at 2/21 budget meeting. Council has agreed to set up a separate question on the warrant articles & will approve those articles at 5/7 meeting. (12/9) Council agreed Staff needs to provide some options for long term solutions - in the short term. (3/15) Nate adv Will & Doug working on collecting data in conjunction with MDOT data.
7	TIF Goal / Budget - break out tasks from Item 34	O	H	3	TBD	Develop possible Special Assessment Fees - handling as part of TIF discussions	Town Council	Deb Cabana	Town Council	01/22/18	02/05/19	The Planning staff provided high level information regarding possible use of a developed Special Assesment Fees which would be collected as part of new development to offset various costs. Council agreed they should be added to the tool box and requested more detailed information be pulled together for consideration. May be handled in conjunction with In Lieu Fees. 9/18 Council discussed reprioritizing, but decided to leave as is. Dan suggested that we identify other Towns using these fees and use their language as a base. (2/5) Council agreed to handle as part of TIF planning. Next Step: Determine when Staff has capacity to work on.
8	TIF Goal / Budget - break out tasks from Item 34	O	H	3	TBD	Develop possible In Lieu Fees - handling as part of TIF discussions	Town Council	Deb Cabana	Town Council	01/22/18	02/05/19	The Planning staff provided high level information regarding possible use of a developed In Lieu Fees which would be collected as part of new development to offset various costs. Council agreed they should be added to the tool box and requested more detailed information be pulled together for consideration. May be handled in conjunction with Special Assessment Fees. (2/5) Council agreed to handle as part of TIF planning. Next Step: Determine when Staff has capacity to work on.

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A	Route 115 - break out tasks from Item 4	O	H	8	TBD	Obtain Ledge Map for scope of project	Council	Nate Rudy	Will Haskell	02/16/21	09/27/21	(2/16) Council agreed to split out tab & tasks from 1/19 workshop. Due to the ledge present on the hill, it was agreed a ledge map using radar was needed. (3/2/21) Will has provided est to Nate. (3/9) Council rev with Will. Doug ask that add'l boring on the slope of the road to ensure the ledge is fully identified. Will will update the proposal. (4/6) Will provided update & Council agreed (6/15) Voters appr budget, Council appr contract. (9/27) Will adv testing is underway. If tests results in identification of ledge, than radar mapping will be done. Next Steps: Mapping should be done within a couple weeks.
B	Route 115 - break out tasks from Item 4	O	H	8	TBD	Obtain updated full Survey for scope of project	Council	Nate Rudy	Will Haskell	02/16/21	09/27/21	(2/16) Council agreed to split out tab & tasks from 1/19 workshop. Given there are no easements on this road, it was agreed an updated survey is needed from Main Street to 59 Yarmouth Road. (3/9/21) Will has provided est to Nate & Council reviewed. There were questions about who would conduct the ROW work - see new item MDOT meeting. (4/6) Will provided update & Council agreed (6/15) Voters appr budget, Council appr contract. (9/27) Survey is underway which will include identification of existing wrought & most impacted parcels. Next Steps: Survey should be done within a couple weeks.
C	Route 115 - break out tasks from Item 4	O	H	8	TBD	Draft a High Level Engineering Plan for scope of project	Council	Nate Rudy	Will Haskell	02/16/21	09/27/21	(2/16) Council agreed to split out tab & tasks from 1/19 workshop. Council has asked Will to create a high level 'starting' engineered plan to help facilitate next set of workshops. This plan should include ALL possible options - which can later be dropped depending on scope/costs - such as adding underground stormwater, sidewalks on both sides, Brown street intersection reconfiguration, traffic calming measures, parking on either Yarmouth or Brown (depending on if Brown is made one way or not), Bike lanes, etc. (3/9/21) Will has provided est to Nate and Council discussed. Council agreed to include 2nd sidewalk in plan, but decision on whether to build will be determined on feasibility and costs. Also agreed to remove "full time inspection" costs until later in the project. The decision on part time vs full time will be easier to make once the project scope/complexity is identified. (4/6) Will provided update & Council agreed (6/15) Voters appr budget, Council appr contract. Council recommended WD reach out to Will asap to ensure their inclusion in same engineering effort. Money was allocated for their piece out the \$495k (9/27) Will prov some high level plans req guidance on several items. WD work being done by another engineer at firm. Next Steps: Add'l guidance provided - Will to update plans & provide estimates on costs to determine what may need to be cut before going to the residents.
D	Route 115 - break out tasks from Item 4	O	H	8	TBD	Provide past Traffic Study for Brown Street	Council	Nate Rudy	Will Haskell	02/16/21	04/19/22	(2/16) Council discussed past reviews of making Brown St one way. Will/Kathy/Doug indicated this issue has been looked at a couple times in the past. Will thinks he can dig up the past reports. Consideration is traffic pooling on Route 115, but also ability to prevent large commercial vehicles from using Brown to get to short Shaker (weight limit being pursued). (9/27) Council expressed strong support to making Brown street one way from Main to Yarmouth - to help solve safety issues, speed, heavy truck traffic on Shaker Rd, and parking issues. MDOT has not approved in the past. (4/19) In workshop, Council spoke about MDOT being okay with making Brown a one way and decided running a test this summer in partnership with the DOT and Bicycle Coalition of Maine would be a good way to identify issues and benefits. Alec pointed out that the MTA controls the lights at the big intersection and we should keep them in the loop. Next Steps: Will to research further.

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E	Route 115 - break out tasks from Item 4	O	H	8	TBD	Set up Joint Meeting with MDOT	Council	Nate Rudy	Nate Rudy	03/09/21	06/15/21	(3/9/21) Will recommended we hold a meeting with MDOT as soon as possible in the process. Several items were identified for discussion (1) possible use of Federal funding (2) MPI/funding formula for project (3) ROW work responsibilities - if DOT does or Town (would have to hire specialist to handle). Meeting will include Will so proposal needs to be updated. (5/4) Nate has req a meeting & follow-up - looking for 5/18 workshop but no response to date. (6/15) MDOT Rob Betz atten workshop & adv Town needs to do easement work and then would hand over to MDOT. Doug asked about which method is preferred, Rob adv there is a manual to follow and that the question should be referred to Cathy Rawlings in Property Division. He will obtain more info for us. He also advised that 2022 MPI funding is all allocated. 2023 is next cycle - await engineering plan is a good idea to ensure we have the best figure - once it is set - we are locked in and we can only obtain \$625k from MDOT. He did adv having a "contingency" figure would be good for a project of this size. MPI contracts are usually signed the year before the funding and once signed Town has 36 months to complete project. Next Steps: Town needs to complete more work to prepare for the MPI application.
F	Route 115 - break out tasks from Item 4	O	H	8	TBD	Set up Meeting with Water Department	Council	Nate Rudy	Will Haskell	03/09/21	09/27/21	(3/9/21) Sandy requested that a meeting with the Water District be added to proposal and done early in the process to identify their scope/timeline to allow for coordination. The TIF defines \$495,000 for their water line work in the project. (4/6) Council met with WD to discuss timeline. WD will provide an estimate of the money they will need in the coming 12 months to begin their engineering/planning. Sandy did adv the information is needed in time for the 4/20 warrant article vote. (4/20) Nate prov updated info from WD - Council agreed the WD req for Route 100 TIF funds was fine (under the \$495K) - subsequent discussions will be needed for overage and for the other TIF fund projects. (6/15) WD attend workshop (9/7) Council set WS 9/27 with primaries incl WD Next Steps: Continue to include WD in meetings.
G	Route 115 - break out tasks from Item 4	O	H	8	TBD	Set up Discussion with First Congregational Church	Council	Nate Rudy	Will Haskell	03/09/21	09/27/21	(3/9/21) Anne pointed out there needs to be open discussion with the First Congregational Church on the reconfiguration of Brown Street intersection. We need to ensure they are aware of the proposals and are invited to the meetings (9/27) Council agreed that starting conversation with Church asap was critical to creating plans for public forum. Next Steps: Will will work with Staff to engage the Church to review options for squaring Brown and dealing with their septic system.
H	Route 115 - break out tasks from Item 4	O	H	8	TBD	Identify Blasting impacts from project	Council	Nate Rudy	Will Haskell	03/09/21	03/09/21	(3/9/21) Anne pointed out if there is any blasting involved in this project, the Town will need to work with residents to minimize impacts and ensure damage is not done to their foundations. Will adv whether blasting will be needed is unknown at this point. Next Steps: Blasting will be identified, if applicable, once more work is done on the planning.
I	Route 115 - break out tasks from Item 4	O	H	8	TBD	Schedule Public Forums for property owners and residents	Council	Nate Rudy	Council	09/27/21	09/27/21	(9/27) Council agreed that identifying the most impacted parcels first and holding on site individual meetings was paramount to identifying options for the road. Once that step is done, then holding a larger public forum for all Yarmouth/Brown road residents would be set to review draft plans and obtain feedback. All residents are welcome, but letters will be sent to Yarmouth/Brown residents. Next Steps: Will to identify most impacted parcels.
J	Route 115 - break out tasks from Item 4	O	H	8	TBD	Obtain info on Budget and MDOT MPI fund disbursement rules	Council	Nate Rudy	Nate Rudy Will Haskell	09/27/21	09/27/21	(9/27) Council asked Nate to obtain new projections on how much money will be available in the Route 100 South TIF for this project. Council asked Will to talk to MDOT about how upcoming MPI schedule for the \$625k contribution and when the money would have to be spent if MPI was approved. There was concern that we could miss out on obtaining the funding, but on the flip side, not be ready to spend it given we will need at least a year to obtain easements. MPI funding cannot be used for easements. Next Steps: Will to identify most impacted parcels.

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K	Route 115 - break out tasks from Item 4	O	H	8	TBD	Identify Firm to complete Easement Work	Will Haskell	Nate Rudy	Nate Rudy Will Haskell	09/27/21	06/21/22	(9/27) With MDOT advising they will not work on easement issues, Will adv his firm does not do that type of work. He has some names he can provide. We will need to obtain estimates so TIF money can be set aside and an RPF can be done. (3/15) Council discussed need to move TIF funds into FY23 budget to ensure easement work can proceed. Council also needs further clarification on WD portion of TIF funds. (6/21) \$500k in TIF money was moved to active in budget approved by Voters. Next Steps: RPF to be created to identify firm to start work.
L	Route 115 - break out tasks from Item 4	O	H	8	TBD	Implement Dark Skies approach with Lighting	Dan Maguire	Nate Rudy	Nate Rudy Will Haskell	04/19/22	04/19/22	(4/19/22) Council agreed it was important to list sub tasks on big project to ensure Dark Skies approach is used when planning lighting. Next Steps: Work into upcoming planning effort.

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A	Main Str - break out tasks from Item 89	O	H	9	12/31/21	Obtain Stormwater Capacity Analysis from MDOT	Will Haskell	Nate Rudy	Will Haskell	12/07/21	12/07/21	(12/07/21) Will advised that the MDOT is completing an analysis of the stormwater capacity of the current system which directs flow to the MTA interchange and Cemetery area. Whether the current system can handle existing stormwater and/or has additional capacity is unknown and likely not well documented in regards to options. This information is critical to the plan for upgrades to Main Street and must be obtained before stormwater modeling can be completed. Next Step: Will/Alec and Nate to work with MDOT to obtain asap.
B	Main Str - break out tasks from Item 89	O	H	9	12/31/21	Identify what level of Survey information will be available from MDOT	Will Haskell	Nate Rudy	Will Haskell	12/07/21	02/01/22	(12/07/21) Will advised it is likely the MDOT did not do a detailed survey for their upcoming projects. This detail is needed to do the level of planning the Council is asking for and will need to be done first. It is possible to leverage off what was done for survey work. (2/1) MDOT information is not sufficient for Will to proceed. Nate rec'ing no response for meeting request Next Step: Letter sent to MDOT (along with weight limit/route numbering) with CC to Legislative team.
C	Main Str - break out tasks from Item 89	O	H	9	04/01/21	Signage/Bollard Posts - Village Island	Sandy Carder	Nate Rudy	Nate Rudy	02/22/18	12/07/21	MDOT will look at what they can do to make the island at the 5 lane intersection stand out so vehicles do not go the wrong way into head on traffic. Only current sign is "ENTER" provided by MTA. New striping is planned, but no response otherwise (9/4). 9/18 Council asked Deb to follow up with MDOT on their review - she advised she has meeting with MDOT on Wed 10/10. (12/4) Sandy asked MDOT at meeting about options. MDOT said they may have some flexible boillard type posts to try - will check their inventory. Steve noted it does make plowing more difficult. MDOT also may look at new signage - but that will require a full re-engineering of electric/posts at the intersection - see rt 115 listing on task list.(4/2) Dan advised at seeing another person drive into head on traffic in the wrong lane around the village island. (4/16) Deb advised MDOT is not willing to spend on permanent bollard due to history of destruction & costs. (6/4) Deb confirmed striping cannot be done before 7/1 (budget). Sandy asked if "ENTER" could be added to striping - may not be visible. Awaiting alternatives from MDOT. (12/7) This was originally logged under the MDOT detail tab - moving to Main Street as it will be incorporated in the plans.
D	Main Str - break out tasks from Item 89	O	H	9	TBD	Implement Dark Skies approach with Lighting	Dan Maguire	Nate Rudy	Nate Rudy Will Haskell	04/19/22	04/19/22	(4/19/22) Council agreed it was important to list sub tasks on big project to ensure Dark Skies approach is used when planning lighting. Next Steps: Work into upcoming planning effort.

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A	Traffic - MDOT - break out tasks from item 24A	O	M	1.1	06/01/22	Signage - Route 26 vs. Route 26A	Council	Nate Rudy	Nate Rudy	02/22/18	03/29/22	Village diversion/misdirection. Looking into eliminating/renaming route 26/26A to prevent Truckers from going the wrong way through the village. MTA committed to helping push for changes with MDOT at last night's meeting & advised a suggestion to remove Route 26 starting at Washington Ave (Portland) through to merge with 26A has been suggested in the past. Route 26A would just become Route 26. Also, Jason suggested using the Town sign by the Transfer station or other electronic signs. Note: Cathy Breen had offered to check in with Garmin to obtain more information on GPS algorithms/process - follow-up? MTA will be closing bridge in summer 2019 - good time to coordinate removing "route 26" designation from Washington Ave to bridge. Keeping it from interchange - by-pass - north only. Deb is sending note 9/4. (12/4) MTA pointed out MDOT is not in agreement with full closure of the bridge due to lack of ability for rigs to turnaround if they miss detour signs. Also, not committed to changing route signs at this time - more discussion to follow. (9/17) Sandy advised she mentioned this issue to Rep Moriarty and he advised he would be willing to look into it to determine next steps on a formal request. (10/15) Rep Moriarty has established communication with DOT legislative liaison and they are willing to set up a meeting with DOT Staff that handle routes. Council discussed having pre-meeting but feel Rep Austin & Sen Breen are up to speed - Sandy will advise Rep Moriarty. (11/12) Sandy advised a meeting is set. (12/3) Sandy reviewed results of meeting & weight limit options. MDOT to provide info on costs for signs to change designation for just in Gray. Council agreed to coordinate weight limit with sidewalk project meeting & attempt to obtain approval. (1/21) Sandy sent follow-up on sign count/costs and asked for more info on weight limit process. (2/4) Sandy adv MDOT adv they were looking into (3/10) Sandy will follow up (8/4) Follow up done MDOT still needs to discuss before getting back to us. Council to set up public forums in Sept. (9/1) Public Forum set 9/29 - Sandy to follow up again. (9/29) MDOT sent resp hours before public forum. (11/17) Sandy will draft resp to MDOT letter. (12/15) Council approved response letter to be sent with alternate proposal to remove 26 & add to 26a while 26a remains. Weight limit work will continue via communication with residents/businesses. (1/5) Letter sent. (4/6) MDOT resp - sugg 'truck route' signs, not budging on sign replacement. (5/4) Nate & Sandy meet with Sen Breen staff 5/5 & submitted historical info on issues. (12/21) Council dis at meet & Nate will follow up on details for 'cost' of signs (2/1) Letter sent to MDOT req detailed invoice for costs and MTA info. (3/1) Sandy adv Bruce Van Note meeting to be held at end of March (3/29) meet held with DOT - they will provide more detail on sign costs & Nate to reach out to MTA on costs.
A	Traffic - MTA - break out tasks for item 24B	O	M	1.2	12/31/20	Diversion Study	Town Council	Nate Rudy	Nate Rudy	02/22/18	05/18/21	Town to define goals-study/parmts/data set to cap as much data/results as poss rel to exist prior traffic issues. need to deter int partners-NG,Poland,Cumber,Auburn,Windham? MTA ind poss prov 80+% of fund, but sugg Muni commit would prov more control over study/ensure buy-in. Partners could share the costs of the 15+%. 6 fig likely need, more data added to study = high costs. Deb adv MTA is work on poss optns, costs and part comm & hopes to pres at Oct TC meet. (12/4) MTA pres new data capture/purchopt that will incr data while drop costs. Scope disc ensued w Council need to send addt'l feedback to Deb-chgs may incr costs-but MTA comm to a good study rather than just a 'cheap' one. MTA will reach out to NG next to deter if they will parti. (1/8) Deb will reach out to MTA to obtain new cont (Bruce Van Note has been appt to head the MDOT). (2/5) Mr. Mills resp, but prov no name. (2/19) Mr Mills is taking a diff appro than Mr. Van Note-he is propo MTA buy subscr at March meet. (3/5) NG is not inter in parti.(4/2) Sandy prov PPH article ind MTA, MDOT, PACTS and Port Transp grp have agrd to grp subscr to software. Await addt'l feedfrom Mr. Mills. Ress appr budget. Deb sent e-mail to Mr. Mills. (9/3) Mr. Mills adv they are still work on it. (9/17) Sandy adv COG has access to data & sent mat to S Carver as they were inter to see if there was a role for COG to play. (11/12) Steph adv COG can prov info-Sandy to ob more info. (12/3) Sandy prov upd - GPCOG to take leave & prov prop for full coun to cons. (1/7) Sandy pres propos scope from COG-Counc req opts for MTA buy-in, but maj agreed to mov forw. Sandy will fol-up with Steph. Coun will vote on engage letter at 1/21 meet. (1/21) Coun voted to approve engag letter. (2/4) Sandy recap conf call with COG-ok with chgs-will look into poss ph 2 study to capture 'avoid' vs. 'divers' traffic with MDOT fund? (3/10) Sandy will follow up - Steph Carver is leaving GPCOG. Sen. Ned Claxton ask for info as his constituents in NG view this as a top issue. Sandy shared. (5/19) Study due end of June. (7/21) Delay but COG will add 'avoidance' analysis at no charge - target is Sept (9/1) Sandy adv draft report is done - final repot should be rec'd in a couple weeks. (9/15) Sandy adv final report has been rec'd - will send to Council & set up discussion when time allows. (10/6) MTA/MDOT have prov feedback to GPCOG. They resp to MTA, incorporating changes for MDOT. NG has ask for copy. Deb to talk to NG Mgr. (11/17) GPCOG resp to MDOT & are work on updating. (12/15) Sandy has rec'd updated study - will pull together all the material & send to Council. Will be placed on a future workshop agenda. (1/5) Diversion info shared (3/16) Council disc resp (1) to MTA (2) meet with Leg team + transp committee members (3) integrate in convo with MDOT on Route 100 projects (4) req mor info on LOS study costs/timeframes. (5/4) Nate & Sandy meet with Sen Breen staff 5/5 & submitted historical info on issues.

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B	Traffic - MTA - break out tasks for Item 24B	O	M	1.2	06/01/21	MTA Data - cash collection (vs EZPASS)	Town Council	Sandy Carder	Sandy Carder	02/22/18	05/04/21	<p>MTA will prov data for cash (vs EZPASS) from the regl booths-Gray,NG,Falm - to better deter funds being collect by high tolls. Ident collect funds will prov base to deter alter in toll location prices. Toll Data was prov, but Sandy asked if classes could be split out (12/4) Some minor toll disc occured at meet with MTA confir they can prov addt'l info. (2/19) Council disc opts for toll chgs and agreed to send letter to MTA with recomm/feedback. (4/16) Sandy prov draft to Council. Dan prov feed to Sandy. Council prov feed to finalize letter in 5/7 meet & appr letter at 5/21 meet. Deb has sent. (8/6) Deb to follow up. Council agreed needed to follow-up before pull in Repres and/or Governor's office. (9/3) Mr. Mills resp as he has in the past. (9/17) Sandy met with Rep Moriarity & he agreed next step is a letter to Rep/Breen and Governor and perhaps they can meet to see what add pressue they can apply-incl the issue of Complete street policy. (10/15) Sandy proposed alter approach of asking Leg. Reps to submit the issue to the Governor's Blue Ribbon Commis for consid as several fund pieces related to both toll inequity and diversion. Dan pointed out use of 295 (or 95 north of Augusta) by commut vs those forced to use 95 (south) is an issue as well. Council agreed and also want to focus on ask Leg. Reps to consider a bill that would put more teeth in the MTA complete street policy and give muni more say. Sandy will draft for Council rev at 11/12 meet. (11/12)Letter rev with feed prov. Sharon expressed concerns with tone of letter. Maj of Council felt it needed to be strongly worded esp given news story where Mr. Mills was dismissive of issues. Sandy remind that it is to the legis team, not the MTA directly. Sandy to update and send. (12/3) Council approved letter. (2/4) Sandy adv committee contin work - follow up after session (2/18) Sandy prov update on status of comm and council agreed we should follow up now. (3/10) Sandy shared with Sen. Ned Claxton upon request (3/16/21) See above Diversion (5/4) Nate & Sandy meet with Sen Breen 5/5</p>

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10	Administrative	F				Develop process to review status of Paper Streets	Town Council	N/A	N/A	01/22/18	01/16/18	During the Council discussion related to approving an extension to ROW access to 'paper streets', the Council inquired if there was a long term goal to create a process to review/identify streets which should be removed from the list. Resources/timing were discussed as hinderances. Council set this activity to "Future" given the renewal timeframe of 20 years has been reset. Future items will be reviewed annually, at a minimum.
21	Administrative	F				Develop a method to analyze & potentially rank Committee Volunteer applications when more than one received for one spot.	Dan Maguire	N/A	N/A	02/09/18		During a workshop discussion on Jan. 8th, the Council agreed there could be situations where a formal review/ranking system may be appropriate, but it is unlikely one needs to be used in most situations. The Council reviewed a variety of options, ideas, etc., but decided to table this issue for a later date. Will be considered a 'future' item.
31	Ordinance	F				Review the issues and options surrounding Dock Lighting / Light pollution.	Deb Cabana	N/A	N/A	04/17/18	06/05/18	Town Staff has received a complaint/inquiry surrounding light pollution issues related to new LED dock lighting equipment. Given Councilor Foshay was absent at the Apr. 17th meeting, Council agreed to log (as it will be covered regardless - in closed, future or open), but to hold off discussion & prioritization until May 1st meeting review. Council discussed at June 5th meeting agreeing this would be considered a future item based on lack of available information. Possible OAC research item.
17	Economic Development / Budget	F				Research and compile data and options for a possible Community Center in Gray.	Town Council	N/A	N/A	01/22/18	05/07/19	During a Sept. TC Workshop discussing goals, the Recreation Dept. provided a proposal to realign funds collected by the Rec. programs under the Rec. Dept for use in maintaining/expanding programs. One major challenge identified was the lack of space to expand programs which create revenue streams for the Town. A new space (Community Center) was identified as a possible solution which could be paid for with current revenue streams. TC expressed support to obtain more information. Next Step: Rec. Dept. Staff will begin work to outline plan to obtain additional information. Council agreed this will be considered a "closed" Council item until the Rec. Dept. brings forth additional information. With availability of some land around the by-pass, this was discussed in 9/4 TC meeting. Deb stated \$62,000 is in the current fund. (11/13) Council agreed to move to Future list as the item continues to come up in discussions. (5/7) Concerns regarding current status vs. best practices were discussed during the 4/16 meeting - confirming programs exceed capacity at the Town facilities. See Closed item #57. Manager advised it was Administrative and under her purview, council agreed to add to this item & close #57 with Manager bringing forward any necessary policy issues.
23	Ordinance	F			TBD	Review current ordinance governing noise for updates and research possible odor ordinance .	Town Council	Deb Cabana	Doug Webster	02/09/18	10/01/19	During the special amusement license renewal of the American Legion Hall, much discussion was centered around the current decibel restrictions for noise in the existing ordinance was set at a reasonable level, existing activities that may be above that level, how the level would measured (by whom), and how complaints/enforcement would be handled. Doug Webster made presentation (3/6) of review/recommendations from Town Staff - raise limit to 60. TC discussed pros & cons of setting an actual decibel limit & enforcement. TC agreed to raise to 60, but also to add specific types of businesses/activities that would trigger limit. The Mfg Overlay/BD1/BD2 already have some type of noise restriction. Need to determine how complaints would be handled. (2/19) Council agreed to add "odor" to this item. (10/1) OAC feels due to lack of technology, other priorities and inability to enforce, this items should be moved to the future list. Council agreed.

*Status: O = Open C = Closed F = Future Priority: **H = 1-3 months M = 4-9 months L = 10+ months												Last Update: 03/17/22
No	Goal/Category	*O/ F/C	** Prty	P No.	Target Date	Description	Sub By:	Owner:	Assigned to:	Dated Logged	Last Update	Comments
80	Ordinance	F			TBD	To create rules for Chickens in the various zones in Gray	Anne Gass	TBD		07/21/20		(7/21) A couple issues have arisen regarding Chickens and understanding what is and is not allowed. No real defined information in Town ordinances. Should be addressed at some point.
83	Infrastructure	F			TBD	Identify Otelco Poles to be removed on short Shaker Road	Alec Dodd	TBD		12/01/20		(12/1) As part of the pole analysis done for the short Shaker Rd 2021 Spring stormwater/sidewalk project, Alec talked to Otelco. Several poles only support old copper wire services. Once all users are transitioned to Fiber services, those poles can be removed altogether.
50	Economic Development	F	L	6	11/01/21	Work with the Narrow Gauge Railroad to review current situation and develop new plan.	Council	Nate Rudy	Nate Rudy	03/05/19	09/21/21	NGRR Board members made a presentation at the 3/5 TC meeting to update Council on recent events (loss of lease - deadline end of Oct and relocation of museum pieces on temporary basis to another location). Council/NGRR agreed a more detailed meeting was in order to determine what options remain for relocation to Gray, what resources would be needed - monetary/human, and the associated timelines. (4/16) Deb advised Doug had a meeting with NGRR Board and they are open to discussion, but cannot do at this time due to pending move. (8/6) Portland Press Herald reported the NGRR has withdrawn their plans to move to Gray and NGRR has removed trains & sign from Plaza. Council discussed how frustrating it is to find out via paper especially given this is the 2nd time and during the last visit by NGRR, the organization insisted they were still partnering with Gray. (9/3) Deb adv no response from e-mails - phone tag with Mr. Heinz - NGRR has engaged a broker to sell property. (9/17) Council discussed approaching NGRR to open discussion about donating the easement rights to the tracks to Gray - as a way to address those who contributed to NGRR relocation - both with time & money. (10/15) NGRR has responded. (12/3) Sharon wished to send an editorial letter to the paper regarding this item, but was willing to wait to see if the meeting is set after the Polar Express is done. Council felt current course was correct one. (1/7) Now that the Polar Express season has ended, Deb will follow up on meeting. (1/21) NGRR said they would get back to her (2/18) NGRR advised they are seeking professional assistance to deal with unraveling Gray issues. (9/15) NGRR sold a portion of the ROW to a private developer without notifying the Town or updating Deb as they said they would. Anne also adv NGRR will be just sitting on their property until values increase to allow them to break even with mortgage. Council is frustrated but since it is a private deal & does not involve Town, there is no legal leverage. (10/6) Council rev & app letter to be sent to NGRR. (9/21) Council sees no action happening on this so moving to future. NGRR has sold off pieces of their property without any contact with the Town as far as donating easements on the rail line.
98	Ordinance	F			TBD	Create a Mooring Ordinance for all Gray Lakes	Sharon Young			10/05/21	10/05/21	(10/05/21) Sharon Young submitted this request prior to her Council term expiration. The Council reviewed at the 10/5 meeting and agreed it was an issue that needed to be looked into; however, given there is a bill before the State Legislature (2nd session set to begin in 01/2022), Council wants to wait to see what the State decides to do or not do. In addition, more information is needed. The Lake Coalition presented information on a Shoreland Protection Ordinance they requested the Town create and there is likely going to be more discussion on that item. Mooring information could be collected at the same time.
36	Administrative	F			??	Review the current process for "Planned Unit Development" commercial subdivision to determine if routing the review & approval of commercial uses on lots in a PUD subdivision to the Staff Review Committee in lieu of the Planning Board.	Kathy Tombarelli	Nate Rudy	Nate Rudy	09/04/18	07/06/21	This item was brought up & discussed in the TC 8/7/18 meeting. Town Councilors agreed to consider the proposal, but could not determine whether support would be granted until some draft language was provided. Councilors expressed various concerns about the process which they would like addressed in that language. The Planning Board has also expressed some concerns with the change given PUDs are relatively new. (1/22) Dan advised Planning bd is okay with change as Planning Bd Chair sits on Staff Review Committee. (7/6) Nate needs to check the status of this one. (3/15) So far none of these reviews have come up; therefore moving to future for later consideration if issues arise.