

**TOWN OF GRAY**  
**GRAY TOWN COUNCIL**  
**AGENDA • JANUARY 3, 2023**

**Gray Town  
Council Regular  
Meeting**

**Town Council Chambers**  
**24 Main Street, Gray, ME 04039**  
**<https://us06web.zoom.us/j/89768434254>**  
**Phone 646-558-8656 / Meeting ID: 897 6843 4254**

**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. CONSENT AGENDA 5 MINS**

1. - Minutes from the Town Council Meeting on December 20, 2022  
- Health Board Appointments: Dr. Jonathon G Rud, DO, PHD until August 31, 2024 and Anna Kittredge, PA until August 31, 2025

**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: 897 6843 4254*

**VI. ADJUSTMENTS TO THE AGENDA 5 MINS**

**VII. PRESENTATION(S) 7:20PM**

1. EPA Brownfields - Brownfields staff 30 MINS
2. Royal River Conservation Trust waiver request - Planning Dept Staff 15 MINS

**VIII. ACTION ITEMS 8:05PM**

1. To Review and Approve the Vet to Vet Maine Community Development Block Grant application. 5 MINS

Proposed motion:

Ordered, the Gray Town Council approves the Vet to Vet Maine Community Development Block Grant application.

2. To Review and Approve the Royal River Conservation Trust waiver request. **10 MINS**

Proposed motion:

Ordered, the Gray Town Council approves the Royal River Conservation Trust waiver request.

**IX. REPORT FROM THE COUNCIL CHAIR 10 MINS - 8:20PM**

**X. REPORT FROM THE TOWN MANAGER Â 10 MINS**

REPORT FROM THE TOWN MANAGER **10 MINS**

1. Town Manager Report

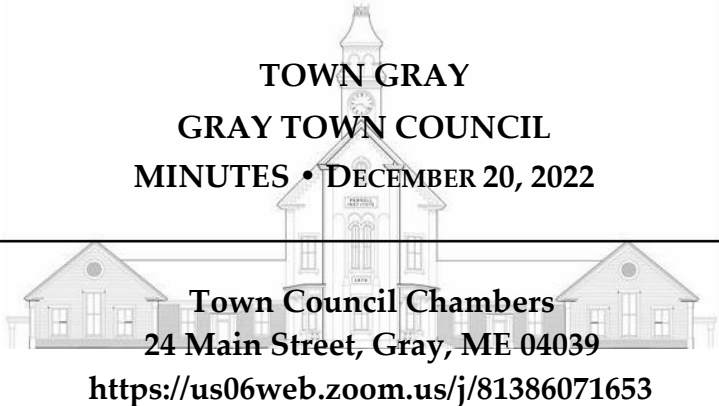
**XI. COMMITTEE REPORTS 10 MINS**

**XII. COUNCIL CORRESPONDENCE/ACTIVITIES 5 MINS**

**XIII. ADJOURNMENT 8:55PM**

*\* The Town of Gray is an equal opportunity employer and complies with all applicable equal access to public accommodations law. If you are planning to attend a Town Council or Town committee or board meeting and need assistance with a physical disability, please contact the Town Manager's office at least 48 hours in advance of the meeting to have the Town assist you. 657-3339. TTY 657-3931.*

**TOWN GRAY**  
**GRAY TOWN COUNCIL**  
**MINUTES • DECEMBER 20, 2022**



**Council Regular Meeting**

**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**

Attendee Name	Title	Status
Sandra Carder	Chair	Present
Krista Chappell	Vice Chair	Present
Michael Curtis	Council Member	Present
Dan Maguire	Council Member	Present
Martin Meaney	Council Member	Present

**III. PLEDGE OF ALLEGIANCE TO THE FLAG**

**IV. CONSENT AGENDA**

- IV.1 - Minutes from the Executive Session on November 1, 2022
- Minutes from the Town Council Meeting on December 6, 2022

Motion: Ordered, the Gray Town Council approves the Consent Agenda except for minutes from the Town Council Meeting on December 6, 2022.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Michael Curtis
<b>SECONDER:</b>	Martin Meaney
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

Motion: Ordered, the Gray Town Council approves the amended minutes from the Town Council Meeting on December 6, 2022.

Councilor Chappell presented some edits for the December 6 minutes, which she will send to the Town Manager for inclusion into the final draft.

<b>RESULT:</b>	<b>PASSED 4-0-1 as Amended, with Abstention</b>
<b>MOVER:</b>	Dan Maguire
<b>SECONDER:</b>	Martin Meaney
<b>AYES:</b>	Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney
<b>ABSTAINING:</b>	Sandra Carder

Councilor Carder abstained because she was excused from the December 6 meeting.

**V. PUBLIC COMMENTS ON NON-AGENDA ITEMS (LIMIT 3 MINS PER PERSON)**

The Public Comment period was opened at 7:04 PM. There was no public comment. The public comment period was closed at 7:04 PM.

**VI. ADJUSTMENTS TO THE AGENDA**

Motion: to suspend Town Council Rules to add Item 9.9, to Appoint a Town Clerk.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Dan Maguire
<b>SECONDER:</b>	Michael Curtis
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

**VII. PRESENTATIONS**

**VII.1 Board of Health Ordinance Proposal - Tammy Munson, Code Enforcement Officer**

The Code Enforcement Officer (CEO) serves as Local Health Officer (LHO) and under State statute the Town Council can appoint a Local Board of Health (BOH) to advise the LHO. As the Council recently added the BOH to the Town’s Committees, Boards & Affiliations Policy, the CEO will provide Council with model BOH ordinance language for consideration of adoption. The Town is not required to have a BOH ordinance, but it will give the LHO and BOH more flexibility to meet on call as needed in the event of a local health urgency. Council discussed the need for a local emergency LHO/BOH response as part of a coordinated response with County Health and EMS and the Town’s Emergency Operations Plan. The CEO presented two candidates to Council for consideration, Dr. Jonathan Rud and Anna Kittredge, FNP-C. Anna Kittredge was present and discussed her interest in serving with Council, noting that she and her wife had recently opened an urgent care practice in Gray.

## VII.2 Town Valuation Update - Lauren Asselin, Assessor

The Town Assessor presented a review of Gray's current property valuation ratio, which has fluctuated in recent years due to uncharacteristic volatility and higher sales prices in the real estate market. The Assessor outlined how property value "equalization" (aka "mini-revaluation") would correct the valuation ratio and prevent a tax shift to recipients of the Homestead exemption and other exemptions. The Assessor recommends that the Town issue a Request for Proposals for a qualified firm to conduct equalization in 2023, for an estimated cost of \$100K. This initiative would be coordinated with the rezoning proposed as part of the 2020 Comprehensive Plan implementation by the Planning Department. The Town has been setting aside funds for a future revaluation and has \$100K in reserve, with another \$50K to be proposed by the Assessor in the FY24 budget. The Assessor believes that this recommendation will put Gray ahead of other municipalities who will also be seeking revaluations in coming years, and the equalization would push out the timeline for a full revaluation to 2030.

## VII.1 Principle Group Final Report

The Town Council Chair noted that discussion would be reserved for the action item later in the agenda. In brief comment, Council added that the Gray Village Master Plan final presentation made by the Principle Group at the December 14 Town Council workshop captures ideas and discussion from the community visioning over summer, 2022, and accelerates discussion of the 2020 Comprehensive Plan goals for the Gray Village. These plans are a starting point for future action, are conceptual, and are not "set in concrete".

## VIII. PUBLIC HEARING

VIII.1 Second Reading - To Review and Approve a revised General Assistance Ordinance for 2022 as prepared by Maine Municipal Association. Proposed changes include changes to the Section 2.2 Special Definitions.

A public hearing was opened at 7:36 PM. There was no public comment. The public hearing was closed at 7:36 PM.

Council discussed the proposed ordinance revision and amended language provided by the Maine Municipal Association. Councilor Carder noted that the language is state-mandated and there is no flexibility to interpret implementation at the local level.

Motion: Be it Ordained, the Gray Town Council approves a revised General Assistance Ordinance.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Krista Chappell
<b>SECONDER:</b>	Martin Meaney
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

**IX. ACTION ITEMS**

IX.1 To Review and Accept Receipt of the Principle Group Final Report on the Gray Village Master Plan.

Motion: Ordered, the Gray Town Council accepts receipt of the Principle Group final report on the Gray Village Master Plan.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Michael Curtis
<b>SECONDER:</b>	Martin Meaney
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

The Town Manager notes that there will be ongoing work with the Principle Group and the Maine Department of Transportation (MeDOT) to review and implement ideas from these plans. Council discussed how the residential and commercial density envisioned in the plan assumes sewer and stormwater systems adequate to support. Streetscape design is subject to negotiation with MeDOT.

Councilor Maguire noted that as part of future implementation there will be many public meetings and the Town will explore a variety of funding sources to cover project costs.

Councilor Carder asked that the public provide input, come out to future meetings to express support, and to encourage the MeDOT to abide by its Complete Streets policy.

Councilor Curtis asked past participants to encourage their friends and neighbors to join them in coming back for future meetings to show support to the state for Gray’s local goals.

IX.2 To Remove from the Table the Motion to Review and Approve Proposed Changes to Town Council Rules.

Motion: Ordered, the Gray Town Council removes from the table the motion to review and approved proposed changes to Town Council Rules.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Dan Maguire
<b>SECONDER:</b>	Martin Meaney
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

IX.3 To Review and Approve Proposed Changes to the Town Council Rules. Proposed changes include clarifications and corrections to match current and/or preferred practices.

Motion: Ordered, the Gray Town Council approves the proposed changes to the Town Council Rules.

<b>RESULT:</b>	<b>PASSED as Amended 5-0</b>
<b>MOVER:</b>	Michael Curtis
<b>SECONDER:</b>	Krista Chappell
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

Council suggested minor edits that Councilor Maguire agreed to incorporate before sending a revised version to the Town Manager for publication.

IX.4 To Review and Approve Proposed Changes to the Personnel Policy. Proposed changes include clarifying elements of travel and reimbursement, the probationary period of employment, and the role of the Human Resources Director in personnel matters.

Motion: Ordered, the Gray Town Council approves the proposed changes to the Personnel Policy.

<b>RESULT:</b>	<b>PASSED 4-1</b>
<b>MOVER:</b>	Michael Curtis
<b>SECONDER:</b>	Martin Meaney
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Martin Meaney
<b>NAYS:</b>	Dan Maguire

Council suggested edits that Town Manager Rudy agreed to incorporate before sending a revised version to the Town Manager for publication, including revised language from the Town Attorney regarding Town Council approval for any community economic development campaigns.

Councilor Maguire voted against the motion in support of maintaining current practices vs. adopting the Federal per diem travel rate.

IX.5 To Review and Approve Foreclosure Waiver Recommendations from the Town Assessor.

Motion: Ordered, the Gray Town Council approves the Waivers of Foreclosure as recommended by the Town Assessor.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Krista Chappell
<b>SECONDER:</b>	Michael Curtis
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

The Town Assessor explained that certain properties on the automatic tax lien foreclosure are not desirable for the Town to own, and recommended that they be excluded from the automatic foreclosure process and that the decision be documented with the County Registry of Deeds. The proactive Council action is required to prevent automatic foreclosure. In the event of a property owner's prolonged failure to pay, the Town could pursue recovery of taxes through small claims court or by collecting unpaid taxes on the lien upon a future sale.

IX.6 To Review and Approve the Updated Fee Schedule to Include Updated Impound Fees for the Animal Control Officer.

Motion: Ordered, the Gray Town Council approves the updated Fee Schedule to include impound fees for the Animal Control Officer.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Krista Chappell
<b>SECONDER:</b>	Dan Maguire
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

The Animal Control Officer recommends an increase of current animal impound fees to \$90 per occurrence to better reflect the cost to the Town, and to match practice of comparable municipalities. Council noted that the ACO often works with residents on the first occurrence to avoid these fees.

IX.7 To Review and Approve the Updated Fee Schedule to Include Proposed Changes to Medical Billing Rates.

Motion: Ordered, the Gray Town Council approves the proposed changes to the Fee Schedule to include medical billing rates.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Martin Meaney
<b>SECONDER:</b>	Krista Chappell
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

The Public Safety Director recommended that Council adjust medical billing rates per information he received from our billing provider.

**IX.8 To Review and Approve the Updated Fee Schedule to Include Proposed Changes to Zoning Board of Appeals fees.**

Motion: Ordered, the Gray Town Council approves the proposed changes to the Fee Schedule to include Zoning Board of Appeals fees.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Martin Meaney
<b>SECONDER:</b>	Michael Curtis
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

The Code Enforcement Officer recommended increases to Zoning Board of Appeals fees to better reflect the costs to the Town.

**IX.9 To Appoint a Town Clerk**

Motion: Ordered, the Gray Town Council appoints Nathaniel Rudy to serve as Town Clerk.

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Michael Curtis
<b>SECONDER:</b>	Martin Meaney
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

Town Manager Rudy suggested that Council formally affirm his previous self-appointment as Town Clerk per consultation with the Town Attorney after the former Town Clerk vacated the position. Council noted that it has not been unprecedented for the Town Manager to also serve as Clerk, and it is common practice around the state.

## **X. REPORT FROM THE COUNCIL CHAIR**

Council Chair Carder reported on the Joint Leaders meeting at which the Town's legislative priorities were shared with Gray and New Gloucester's contingent to the state legislature. Representative Graham and Senator Pierce were in attendance, as was New Gloucester Town Manager Bill Kirbin. Representative Arata and Senator Brakey were not present, nor were representatives from MSAD-15. The following were discussed:

- A desired update to the former LD1 legislation that applies a tax levy cap on some municipalities that is not monitored or enforced by the state.
- Many eligible residents have submitted applications for tax relief under the provisions of LD290.
- Discussion of clarification of terms for roads in Maine law.
- Thanks to Legislature for funding of K-12 and full statutorily required funding for state revenue sharing.
- Discussion of emergency heating oil proposal.
- Advisory that Gray intends to stay active in legislation to support efforts on our behalf.

Upcoming schedule for Town Council includes special workshop on January 10 at 4:30 PM and workshop on January 17 to start early at 5:30 PM.

National Park Service has hired a staff person who can review Gray's proposed

## **XI. REPORT FROM THE TOWN MANAGER**

- Town Manager shared concerns from the business community shared at the two recent outreach meetings hosted by the Community Economic Development Committee, specifically about the Town sign ordinance, and temporary signs. Council noted that temporary signs are permitted, but there are some rules about their use. The Planning Director suggested that a user friendly summary guide might be helpful. Councilor Maguire advised that the public is encouraged to participate in ordinance creation during the Council Committee meetings where they are being developed and revised.
- Councilor Chappell thanked the Director of Buildings and Grounds for noting in his report that he attended a recent webinar on biodiesel and he came in to restart the Newbegin Gym boiler on Thanksgiving Day. Also thanks to the Rec department for the Christmas Tree lighting event, which was well attended.
- Town Manager added to the written report that Council received an update memo on the Yarmouth Road / Rt. 115 project from the Planning Director with an update, some process planning notes, and requests for guidance from Council.
- Town Manager notes that a new Deputy Clerk has been hired and will start January 15.
- Town Manager noted Maine Municipal Association (MMA)'s position "neither for nor against" state legislative LD3 for emergency heating oil.
- Town Manager will ask Council to formally vote to support Vet 2 Vet Maine's grant application to Cumberland County to support their peer outreach to veterans.

## **XII. COMMITTEE REPORTS**

### **Councilor Chappell:**

- Resiliency Committee postponed meeting until January.
- Greater Portland Council of Governments (GPCOG) Executive Committee will meet January 17.
- Ordinance Advisory Committee met on December 15, she was unable to attend due to a schedule conflict.
- Planning Board had a conversation at its last meeting about shed setbacks, and concerns raised by the business community that proposed setback and buffer requirements for self storage facilities are overly restrictive and should be reviewed on a zone by zone basis. There was also discussion about explicitly addressing climate controlled storage uses, expansions of existing uses, and permitted uses for self storage on multiple lots. One goal expressed was not to use substantial road frontage for self storage.

### **Councilor Maguire:**

- No Planning Board meeting in December or January.
- Finance Committee will meet January 19 at 2:30 PM.

### **Councilor Curtis:**

- Community Economic Development Committee (CEDC) will meet via zoom at 7 PM on December 21.
- Gray Community Television Committee will meet on December 28 at 4 PM.
- Library Trustees committee postponed December meeting to 2023.

### **Councilor Meaney:**

- Wild Blueberry Festival committee, Finance Committee, Zoning Board of Appeals plan to meet in January, 2023.

### **Chair Carder:**

- Recreation Committee met on December 5, worked on the Comprehensive Plan review assignment, next meeting January 9 at 6 PM. New members are welcome.
- Open Space Committee met December 7, reviewed Comprehensive Plan, submitted feedback to the Comp Plan Coordinators. Planning for a January land owners meeting, next meeting January 4.
- Dry Mills Schoolhouse Committee met December 19 at 5 PM, addressed outstanding minutes, reviewed Comprehensive Plan, submitted feedback to the Comp Plan Coordinators. Discussed plans for reopening, and coordinating winter maintenance task list with Director of Buildings and Grounds. Next meeting January 16 at 5 PM.
- Will follow up on questions about Zoning Board training requirements.

**XIII.COUNCIL CORRESPONDENCE/ACTIVITIES**

**Councilor Chappell:** December 9, phone conversation with the Town Manager; December 13, reviewed Contract Zoning Agreement proposal with Town Planning Department staff and Town Manager; December 15, conversation with Rachel Lyn Rumson of 207Permaculture regarding stakeholder mapping for resiliency initiative, and attended GPCOG New Leaders Summit in Portland.

**Councilor Maguire:** Forwarded contact information from Councilor Chappell regarding GPCOG and Town Manager regarding MMA contacts on matters of road maintenance to Andrew Allen Maine Alliance of Road Associations (MARA); Had a meeting with Scott Liberty at his self-storage facility on Lewiston Road; will attend MMA Planning Board / Zoning Board of Appeals training next month as a refresher; notes that CEDC could use future opportunities to talk with business owners about how the Town is implementing the Comprehensive Plan and how the business owner feedback fits with the goals of the Comprehensive Plan.

**Councilor Curtis:** Noted that recent CEDC meetings have focused on business owner outreach and input, but agrees that all Town and committee efforts should be linked to implementing the Comprehensive Plan.

**Councilor Meaney:** Received text from neighbor that Welcome to Gray sign had been taken down on Rt 115. Town Manager noted that another sign on North Raymond Road was also taken down by Buildings and Grounds, both signs needing maintenance before they are replaced in the future.

**Chair Carder:** Corresponded with a resident on 12/14 regarding the proposed changes to the Personnel Policy; corresponded with Pam Wilkinson regarding surface water and shoreline protection ordinances; corresponded with Gerald Foster regarding Deer Acres road maintenance, advised that it will be spring before conversations resume.

**XIV. ADJOURNMENT**

Motion to Adjourn at 9:16 PM

<b>RESULT:</b>	<b>PASSED 5-0</b>
<b>MOVER:</b>	Michael Curtis
<b>SECONDER:</b>	Martin Meaney
<b>AYES:</b>	Sandra Carder, Krista Chappell, Michael Curtis, Dan Maguire, Martin Meaney

nrr



## 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

Date: 12/15/2022

To: Members of the Town Council

From: Tammy Munson, Lead Code Enforcement Officer

Re: Board of Health / Members

---

As you are aware, the Town of Gray has recently formed a Board of Health. I am in consultation with our Town attorney regarding the necessity of a Local Board of Health Ordinance and the requirements thereof.

I planned on introducing an ordinance for you to review tonight but I have not finalized this with our Attorney. Instead, I would like to introduce two potential members of the Board of Health:

Dr. Jonathan G. Rud, D.O. Ph.D. is an attending Physician Acute Care/Hospital Medicine at Maine General Medical Center, Augusta ME. Dr. Rud has an extensive background in medical research, teaching, grants and fellowships and publications. I have attached his resume for review.

Anna Kittredge has been a physician assistant (PA) for nearly 18 years. She recently left the Army after 12 years of honorable service as both active duty and as a reservist. During her combat tour in Iraq, she was awarded a Bronze star with 2 leaf's for Valor as well as other medals. She is now the co-owner of Gray Urgent Care as well as its Chief of Operations.

I respectfully ask that these two individuals be appointed to (one) a two-year term and (one) a three-year term. I am grateful that Dr. Rud and Ms. Kittredge accepted this opportunity to serve their community.

## MEMO

December 21, 2022

TO: Town Council

CC: Manager Nate Rudy

FROM: Community Development staff

RE: Royal River Conservation Trust trailhead project escrow

### Background

The Staff Review Committee, at its December 7, 2022 meeting, approved the application from Royal River Conservation Trust (RRCT) to create a trailhead parking lot on their property at 92 Ramsdell Road.

This project reflects a partnership between the Town of Gray and the RRCT to improve public access to the 154-acre Thayer Brook Preserve parcel off Ramsdell Road. The town is contributing \$30,000, as approved by voters, for creation of the trailhead.

The town intends to plow the parking lot to facilitate public use during the winter months. As the property owner, RRCT provided a signed license, post-approval, granting the town access to the property for winter maintenance.

The RRCT paid the required \$450 minor site plan review fee, per the council-approved fee schedule, upon submittal of the application.

### Information

Per the planning board fee schedule, an engineering/legal escrow deposit of \$2,500 is required for a project of this size, to cover engineering review of the plans and site inspections during/post development. (We do have one invoice of \$133 from Gorrill-Palmer so far, for the peer review of the plans.)

Given the town's on-going responsibility for winter maintenance, the planning staff advocates that the town's consulting engineer be involved to verify the quality of the excavation-related work and the backfill materials used. The parking lot will hold up better over time if it is properly constructed. Details like slopes and stormwater infrastructure help with drainage, as an example.

We estimate that there will be four inspections to follow, which would also incur engineering fees:

1. The first would be to ensure that the necessary grubbing and rough site grading has been done. Any temporary/construction soil stabilization measures should be in place at this juncture in the event of a storm event.

2. The second inspection would be the grading of the base material/compaction and ensuring that the rough grading/base of any stormwater infrastructure has been set to grade.
3. The third would be the stormwater infrastructure i.e. rip-rap, level-lip spreaders, etc.
4. The fourth and last inspection would be the final, with the final surface gravel and that the site is finally stabilized from an erosion and sedimentation perspective.

Given Gorrill-Palmer engineering review rates, we estimate that these four inspections will cost approximately \$1,200 in addition to the \$133 outstanding review invoice.

Regarding precedent for fee waivers:

Regarding past similar situations, there are examples of PB fees and/or inspections being waived for town projects as well as projects in which the town has vested interest. Examples include the (then) new PW building, the (then) new transfer station, the GPL renovations/addition, Pennell, Libby Hill trails, etc.

In such instances, the prior town manager would typically ensure that the council was apprised of her decision and typically included it in her manager's report to the council. If the dollar amount were more substantive, she would seek council input in advance of making a decision and/or have a formal action item on a council agenda to ensure that residents were aware and that there was a clear paper trail documenting the council's stance.

Action Item

Given the town's involvement and partial funding of this project, the council is asked to consider:

- Will the town cover some or all of the expenses for engineering review/inspections for the RRCT trailhead parking lot?
- If so, is a formal motion necessary?
- If there is support for the town paying the cumulative estimated \$1,400 in inspection costs, would it be appropriate to consider paying this from the professional services line in the Community Development department budget?



VET TO VET MAINE  
11 Morin St. • PO Box 1205, Biddeford, ME 04005  
(207) 579-4024 • (207) 579-9204  
office@vet2vetmaine.org www.vet2vetmaine.org

**To Town Manager Nathaniel Rudy and Members of the Gray Town Council:**

We at Vet to Vet Maine are so grateful for your willingness to sponsor us for the 2022 Cumberland County Community Development grant. We are asking that Gray continue this sponsorship, at no cost to your community, for the 2023 grant period. This will enable Vet to Vet Maine to continue our work with veterans in your community. The final application is due Jan. 19, at which time a formal approval from your municipal board is needed.

Your willingness to serve as community sponsor in 2022 has allowed us to assist 20 veterans in the five sponsoring communities during just the first quarter of the grant (July-October). During that period, our volunteers and staff spent a total of 218 hours connecting with these veterans, all of whom benefited from having a peer companion who visited at least twice a month and who provided help getting other benefits when needed.

Vet to Vet Maine continues to reach out to the veterans in your community in an effort to ease social isolation among those who need a friend and link them to services that can improve the quality of their lives. To reach more veterans, we will be initiating a new program (in addition to our one-on-one matches with peer companions) at independent living communities in the area. In each of the initial communities, we will provide two peer companions (veteran volunteers), who will meet once a month with a group of veterans who live there. The volunteers will facilitate the meeting, designed to enable veterans to connect and talk with one another and provide information and/or assistance in obtaining benefits and services that will benefit them. Vet to Vet ME can also provide individuals in the group the opportunity to match up with a peer companion if they wish to have visits on a one-on-one basis.

We hope that you will continue to support us in our mission to support veterans, provide them with a friend, and link them to services they have earned and deserve. Thank you for considering our request to continue our relationship with Gray.

Please contact me by email or phone with any questions about the grant and our activities.

Further information follows:

**Vet to Vet Maine Summary: Friendships That Last a Lifetime**

Vet to Vet Maine is a nonprofit organization dedicated to serving veterans in the state of Maine. Our mission is to ease the social isolation and loneliness that many veterans face as they age or when they return home from battle and to link them to services and benefits that can improve their standard of living.

Formed in June 2018, Vet to Vet Maine matches veteran peer companions with other veterans who need a friend and/or mentor. The two veterans visit on a regular basis (at least twice a month),

sharing stories, enjoying activities together, and developing a friendship that can last a lifetime. The trained volunteers also guide their veteran friends in applying for needed services and benefits.

As far as we know, Vet to Vet Maine is the only ongoing peer-to-peer friendly visitor program in the state devoted exclusively to veterans. The program has been in operation for 7-1/2 years, first as a program at Southern Maine Agency on Aging, now as an independent tax-exempt nonprofit.

**Veterans and the Town of Gray:** The Town of Gray has been welcoming to veterans. According to 2021 U.S. Census estimates, 449 veterans reside in Gray. When compared to civilians, veterans are more likely to take their own lives, more likely to become homeless, and more likely to have disabilities. Fewer than half use any VA benefits or services to which they are entitled; of those who do, many use only one VA benefit. Living during the pandemic has been especially hard on veterans who are already isolated.

**Gray Veterans and Vet to Vet Maine:** Over the course of the Vet to Vet program, five Gray residents have received regular visits from Vet to Vet volunteer peer companions and/or services; two Gray residents have volunteered as peer companions. We would like to increase that number to bring more Gray veterans a peer companion who can provide friendship and assistance in obtaining benefits and services that can enrich their lives.

These veterans can tell you of the many ways the Vet to Vet program has made a difference in their lives and changed them for the better. Not only does the program address social isolation among veterans, it also links veterans to vital services that allow them to live healthier lives and stay in their homes longer. It provides respite and support for family members caring for veterans. And it offers volunteers a way to assist fellow veterans and give meaning to their own lives while doing it. In several cases, volunteers are helping the veterans they visit preserve their stories—invaluable historical lessons that can benefit students and the entire community.

Because of the work done by Vet to Vet volunteers, veterans have:

- Received a VA pension;
- Moved to better living quarters;
- Reconnected with the community;
- Benefited from a variety of VA and other services;
- Published a book of memoirs;
- Received new hearing aids;
- Planted and harvested a garden once again;
- Made lifelong friends;
- Smiled and shared laughs;
- Found a reason to live.

### **Your Participation in a Multi-Community Grant with V2VME Can Make a World of Difference**

Vet to Vet Maine is working with Cumberland County municipalities to benefit from a \$25,000 grant under the Cumberland County Community Development block grant program. Scarborough, as lead sponsor, will submit the grant with V2VME as the beneficiary. We are asking other municipalities to sign on as cosponsors. FMI on the grant program, please visit

<https://www.cumberlandcounty.org/168/Applicant-Information>.



#### VET TO VET MAINE

11 Morin St. • PO Box 1205, Biddeford, ME 04005

(207) 579-4024 • (207) 579-9204

office@vet2vetmaine.org www.vet2vetmaine.org

#### **How the grant money will be spent**

The money will help cover the costs of the Vet to Vet Maine program in Cumberland County, including background checks for volunteers, training expenses, and the salaries of a half-time program director and part-time volunteer coordinator who will recruit, train, and assign veteran volunteers to veterans who need a friend. The two staff members will support the veteran teams, troubleshoot, refer veterans to other services, and find resources to address needs. We have also added a stipend for a caregiver coordinator, who will

#### **Municipality's role as cosponsor**

The municipalities participating in the Cumberland County multi-community block grant as cosponsors for Vet to Vet Maine indicate their backing for V2VME as recipient of the grant. Scarborough's Town Administrator Tom Hall has agreed to serve as lead sponsor. We are asking other communities to sign on as cosponsors to bolster Vet to Vet Maine's chances of receiving a \$25,000 grant. V2VME will provide the required 20% match (provided by a \$5,000 grant recently awarded to V2VME). Municipal officials (town or city manager or administrator) in the sponsoring communities, backed by a Council vote, would sign on to the project saying they are cosponsors of V2VME's grant application. There are no other liabilities or responsibilities for cosponsoring municipalities. Deadline for preapplication is Dec. 15; cosponsors' deadline for signing on as cosponsors is before the full application deadline on Jan. 20, 2022.

We hope you will consider our request to serve as a cosponsor of V2VME's grant application. With your help, we can support more Gray veterans and help ease the social isolation that too many of them face.

Very best regards,

A handwritten signature in cursive script that reads "Susan Gold".

Susan Gold, Executive Director, Vet to Vet Maine

**APPENDIX II: MULTI-COMMUNITY APPLICATION ENDORSEMENT**

Sponsoring Vet to Vet Maine’s project

Additional Community Applicant: \_\_\_\_\_

Additional Community Authorized Official \_\_\_\_\_

Signature of Authorized Official \_\_\_\_\_

-----



## 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

---

December 28, 2022

### **Town Manager (TM) Report to Town Council (12/15/2022 – 12/28/2022):**

- 12/15: TM and Council Chair hosted the Joint Leaders meeting at the Gray Public Library.
- 12/15: TM hosted the Brownfields Advisory Committee meeting with Qualified Environmental Professional firm Credere Associates in attendance.
- 12/15: TM attended GPCOG New Leaders reception in support of newly elected officials.
- 12/16: TM attended Volunteer Maine Commission meeting via remote meeting.
- 12/19: TM and Interim Public Works Director met with Maine Turnpike Authority to discuss Eagles Nest Road bridge repair planned for 2023.
- 12/19: TM attended Cumberland County webinar on heating assistance program for residents.
- 12/20: TM and Planning Director met with Gray Water District to discuss Rt. 115 planning.
- 12/21: TM met with MMA legislative staff member to discuss road definitions and policy.
- 12/21: TM was staff liaison to CEDC Committee meeting.
- 12/23: Town staff observed the Christmas Holiday Break on the weekend of Friday, December 23 through Monday, December 26, with holiday schedules varying by department.
- 12/27: TM met remotely with Economic Development Agency and GPCOG to discuss possible grant funding for infrastructure projects.

#### Upcoming:

- TM working with the Finance Director to provide recommendations for Fiscal Policy revisions to Council for your guidance to us and to the Finance Committee.
- Town Department Heads will start their department budget review to prepare FY24 funding requests for Council review.
- Town staff will observe the New Year's Day holiday, with holiday schedules varying by department.

#### Other activities:

- TM preparing Council minutes and agenda packets for January 3 meetings.
  - TM and Planning Department reviewed Crystal Lake Contract Zone Agreement proposal.
  - TM coordinating between the Principle Group, Council, and Town staff on matters related to Gray Village planning, Main Street planning, and the Yarmouth Road construction project.
-

- The Town Clerk's office is temporarily operating on a modified schedule due to staffing limitations. Effective Monday, November 28, 2022, the hours below temporarily replace any other published hours. Temporary Hours:

Monday - Wednesday: 8:30-1:00 / 2:00-4:00

Thursday: 11:00-2:00 / 3:00-6:30

Friday: 8:30-12:00

These temporary hours will provide Clerk's office staff with a lunch break and time to complete administrative tasks including required state reporting. Note that vehicle registration, hunting and fishing license renewals, and tax payments can also be completed online at: [www.graymaine.org/services](http://www.graymaine.org/services) We appreciate everyone's patience during this time as we strive to maintain an excellent level of service for Gray residents. Citizens are welcome to please contact me with any questions or concerns.

**From:** RMS-LC Safety Grants <safetygrants@memun.org>  
**Sent:** Friday, December 16, 2022 8:58 AM  
**To:** Kurt Elkanich  
**Cc:** Nathaniel Rudy  
**Subject:** Ed MacDonald Safety Grant Application for Fall 2022

Dear Mr. Elkanich:

On behalf of the MMA Workers Compensation Fund, we are pleased to send the Town of Gray grant reimbursement check for \$1,565. The check was mailed to the town office.

The check is payment for the Fall 2022 Ed MacDonald Safety Grant awarded to your department for purchasing of a Sit/Stand Desk.

If you have any questions about your grant award please call Jennette Holt at 624-0140. Your interest in workplace safety is appreciated and we are glad the MMA Workers Compensation Fund could assist you with your safety efforts. Together we are building safe communities.

App: Fall-22-029

---

Jennette Holt  
Loss Control Technician  
***Risk Management Services***

Maine Municipal Association  
PO Box 9109  
60 Community Drive  
Augusta, ME 04330  
(207 624-0140  
FAX (207) 624-0127  
[www.memun.org](http://www.memun.org)



This e-mail message is intended only for the use of the individual or entity identified in the alias address of this message and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution of this e-mail message is strictly prohibited. If you have received this e-mail message in error, please notify the sender immediately by reply e-mail and delete this message from your system. Thank you.



Please consider the environment before printing this email.

This electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it, may be considered public records, and may therefore be subject to public record requests for review and copying under Maine's Right to Know Law (Title 1, 401-521 of the Maine Revised Statutes).



## SPECIAL AMUSEMENT APPLICATION TOWN OF GRAY MAINE

**For Office Use Only**  
 Date Submitted: \_\_\_\_\_  
 Date Paid/Initials: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_

### CONTACT INFORMATION

Applicant		Business	
Name		Name	American Legion Post 86
PO Box/Street		PO Box/Street	15 Lewiston Road
City/State/Zip		City/State/Zip	Gray, ME 04039
Phone Number		Phone Number	703-402-4104
E-Mail Address		E-Mail Address	richard_flynn@comcast.net

### OFFICERS

List the Names & Addresses of all Officers (use an additional sheet if necessary)

Name	<b>Jeffrey Small, Commander</b>	Address	151 Jack Hall Road, New Gloucester, ME 04260
Name	<b>Richard Flynn, Adjutant</b>	Address	33 Eastfield Drive, Gray, ME 04039
Name		Address	
Name		Address	
Name		Address	
Name		Address	
Name		Address	

Have any of the officers been convicted of a Class A, B or C Crime within the past five years?

Yes  No

If yes, give the name of the person and describe the offense:

N/A

**ENTERTAINMENT**

Describe the premises for size, seating, etc., including security measures being taken:

Veteran Service Organization with Canteen, Kitchen, and Rental Hall. Seating is \_\_\_\_\_ in Canteen, and \_\_\_\_\_ in the Rental Hall. The building is actively monitored by Maine Fire and Security with Security System call in to the Cumberland County Sherrif Dept.

Has applicant ever had a Special Amusement License denied or revoked?

Yes  No

If so, describe the circumstances:

Please specify type of entertainment:

List days and hours of entertainment. (Please note pursuant to the Special Amusement Ordinance; all entertainment must end by 12:00 midnight.)  
Days and Hours of Entertainment will be Thursday, Friday, Saturday, and Sunday from 5:00 PM - 12:00 AM (midnight)

**SIGNATURES**

**NOTE: Supplying false information regarding the Special Amusement Permit is grounds for denial of this application.**

Printed Name(s) of Applicant(s) Jeffrey Small  
Richard Flynn

Applicant Signature(s): *Jeff Small*  
*Richard Flynn*

Date: 12/8/22

**FOR MUNICIPAL USE ONLY**

**Code Enforcement Officer Inspection & Approval**

Signature/Title: *[Signature]* ASST. CEO  
Comments:

Date: 12/28/2022

**Public Safety Inspection & Approval**

Signature/Title: *[Signature]* ASST. CHIEF  
Comments:

Date: 12/28/2022