

AMENDMENTS TO ZONING DISTRICT BOUNDARIES ON A PORTION OF AGAMENTICUS ROAD

Amend Sec. 140-12. District Boundaries as follows:

*New Text Underlined

- C. Village Residential District - R1: that land immediately surrounding the village more particularly bounded: beginning at the thread of the Salmon Falls River on lower Main Street and proceeding downstream to the confluence of the Great Works and Salmon Falls River below Leighs Mill Pond; then proceeding in an easterly direction through the center of Leighs Mill Pond and the thread of the Great Works River to the bridge on Brattle Street then extending 200 feet on Brattle Street in a northerly direction to the intersection of Route 236; then following the center line of Route 236 for 200 feet to the intersection of Academy Street; then proceeding along the center line of Academy Street for approximately 800 feet whereupon the boundary shall extend 300 feet northeasterly or to the rear lot line, whichever is closest from the center line to the intersection of Academy Street and Drury Lane; including Map 7 Lot 13B; then proceeding in an easterly direction then northerly along the westerly side of Map 32, Lot 71 to the northwest corner of the lot; then along the rear lot lines of Map 32, Lots 53 - 71 in the Old Mill Subdivision; then proceeding down the side lot line of Lot 53 to the intersection of Alder Drive; then extending down the center line of Alder Drive to the intersection of Hickory Lane; at Hickory Lane extending 129 feet along the lot line abutting Alder Drive and then continuing along the rear lot lines of Map 35, Lots 5 - 10; then proceeding across the outlet stream to the Great Works River to the rear of Map 35, Lot 14; then proceeding along the rear lot lines of Map 35, Lots 14 - 40. At the northwest corner of Map 35, Lot 40 extending ~~to the center line of Crooker Lane;~~ in a northwesterly direction to Agamenticus Road then continuing in a southwesterly direction along the whereupon the boundary shall extend 300 feet northeasterly or to the rear lot line which ever is closest from the center line of Agamenticus Road to a point 275 feet northeasterly from the intersection with Portland Street; then proceeding in a northerly direction along a line 275 feet southeast of and parallel to the Portland Street center line to the Berwick Town ~~line northern edge of Tax Map 29, Lot 20;~~ then along the common lot line of Tax Map 29, Lots 20 and 19, to the center line of Portland Street; ~~then proceeding in a northerly direction along the center line of Portland Street to the Berwick Town line;~~ then proceeding in a northerly then westerly direction along the Berwick Town line until the point of beginning; excepting those lands which are described in Zoning Districts B1, B2 or BR.
- G. Transitional Residential District - R3: all land bounded by a point beginning on Harvey Knights Pond ~~Road~~ at the North Berwick Town line and proceeding along the center line of Harvey Knights Pond ~~Road~~ in an easterly direction to Hooper Sands Road; then proceeding along the center line of Hooper Sands in an easterly direction to Emery's Bridge Road; then continuing north along the center line of Emery's Bridge Road to the intersection of Belle Marsh Road; then proceeding in a southerly direction along the center line of Belle Marsh Road to the York Town line; then proceeding in a southwesterly direction along the York and Eliot Town lines to Shorey's Brook and the Salmon Falls River; thence proceeding in a northerly direction to the confluence of the Salmon Falls and Great Works River; excepting those lands which are subsequently described in another zoning district.
- H. Rural Residential District - R4: all land bounded by a point beginning on Harvey Knights Pond ~~Road~~ at the North Berwick line and following the northern side for the R-3 District just described along Hooper Sands Road to the intersection of Emery's Bridge Road; at Emery's Bridge Road, extending in a northerly direction to the intersection of Belle Marsh Road, whereupon the boundary shall extend 300 feet to the southeast from the center line of Emery's Bridge Road and continue in a northerly direction to the intersection of Ogunquit Road; at Ogunquit Road proceeding along the center line in a southeasterly direction for 500 feet to the intersection of Tufts Road; then proceeding along the center line of Tufts Road to the Wells line; then continuing in a northerly direction along the Wells Town line to a point joining the Towns of Wells, North Berwick, and South Berwick; then proceeding

in a southwesterly direction to the point of beginning; excepting those lands described in another zoning district.

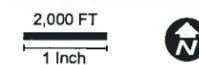


Zoning District Amendments

Map Legend

- Property Boundary
- General Zoning
- Waterbody
- River, Stream, Brook
- Discontinued Road
- Town Road

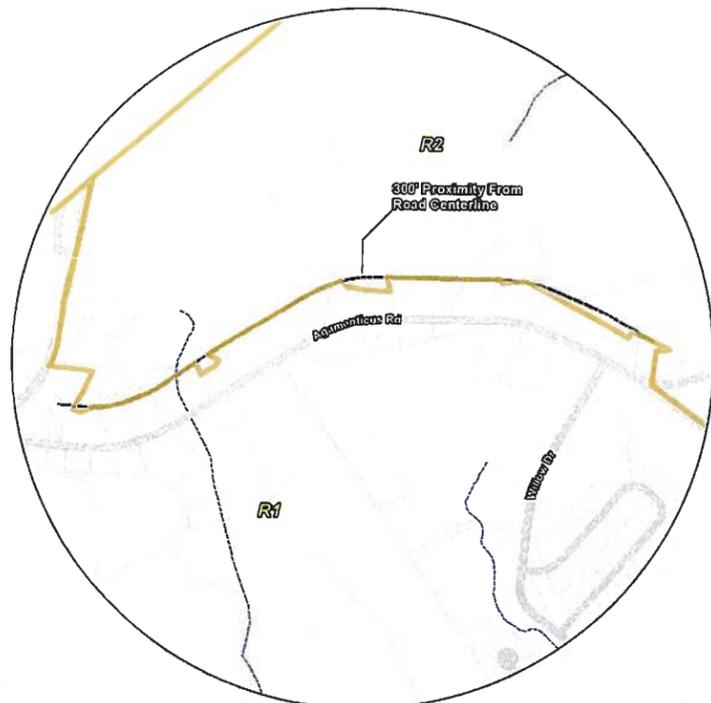
Scale and Orientation



Use Disclaimer

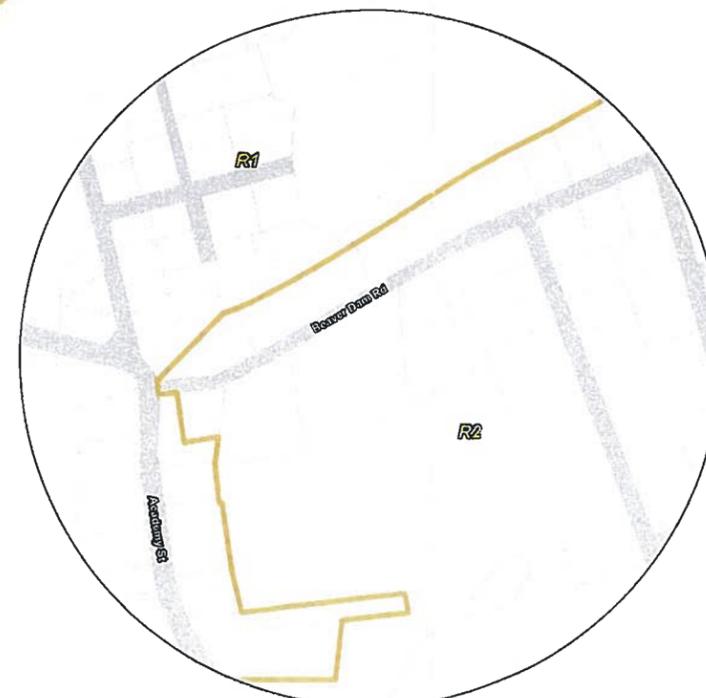
Disclaimer:
The Town of South Berwick shall not be held liable for discrepancies in land conveyance based on the content of these maps. These maps are for planning purposes only. Copyright Town of South Berwick. Map revised to August of 2010.

Agamenticus Road

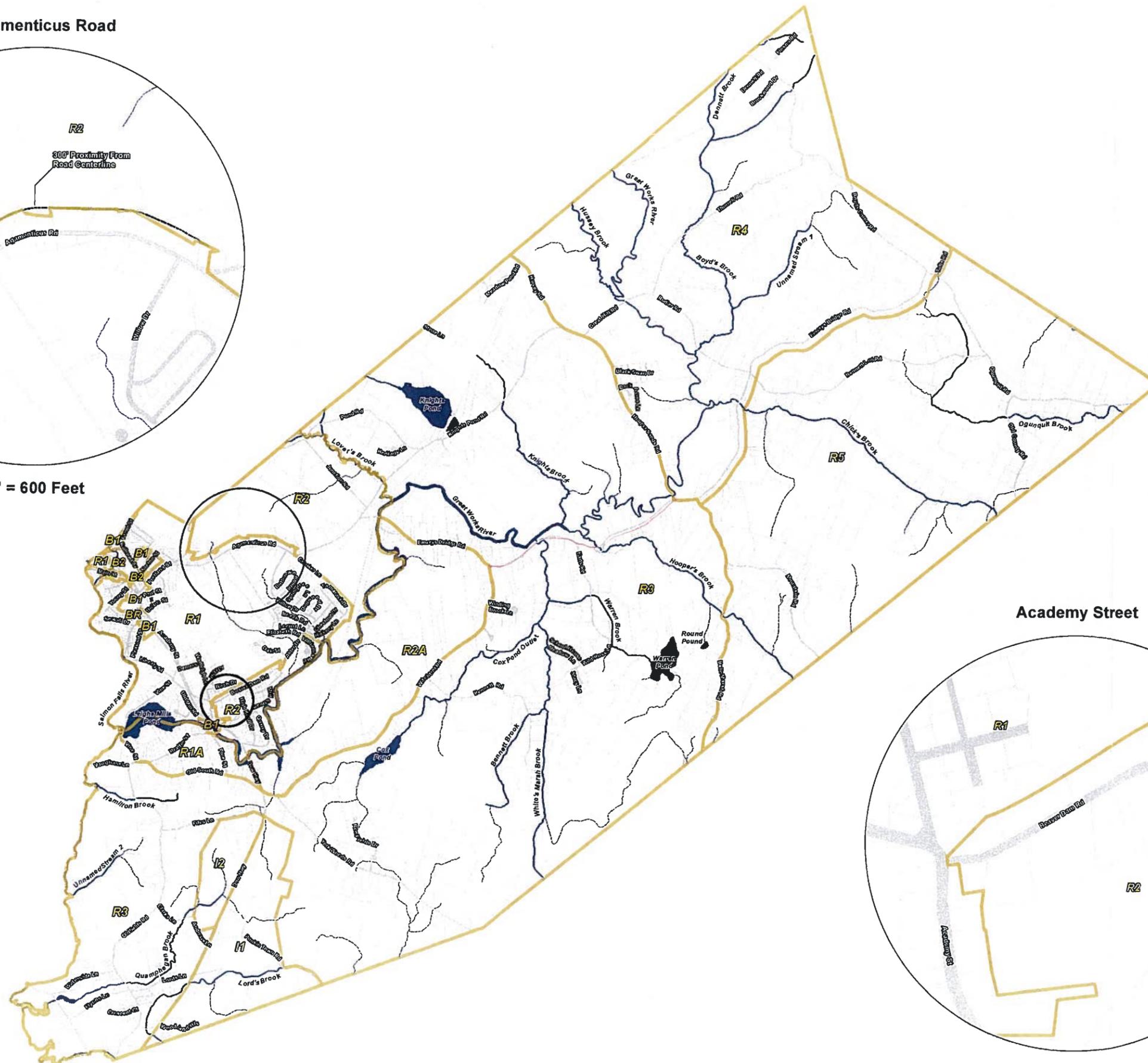


1" = 600 Feet

Academy Street



1" = 250 Feet



**AMENDMENTS TO
CHAPTER 140 (ZONING) OF THE TOWN OF SOUTH BERWICK CODE OF
ORDINANCES TO REQUIRE A PROGRESS SCHEDULE OF CONSTRUCTION
FOR ALL MAJOR SITE PLAN APPLICATIONS**

New text underlined in bold type

Add the following subsection to Section 140-77 (D)(2) (Site Plan Review) as follows:

- (2) For major site plan review, the following information is also required:
- a) The location of all present and proposed utility systems, including sewerage system; water supply system; telephone, cable and electrical systems; and storm drainage systems, both existing and proposed. A written statement from the servicing utility district documenting the availability of service shall be required if appropriate.
[Amended 1-8-2007]
 - b) A stormwater management plan, prepared by an engineer licensed in the State of Maine, if required by the Board. Any site plan triggering Maine DEP Chapter 500, Stormwater Management Rules, shall conform to those regulations. The applicant shall obtain all necessary Maine DEP permits before the Planning Board grants site plan approval, unless the Planning Board grants approval with conditions.
[Amended 6-15-2009]
 - c) An erosion and sedimentation control plan, if required by the Board.
 - d) Existing and proposed topography at a minimum of five-foot contours. The Board may require two-foot contours if conditions warrant such mappings. The location of any one-hundred-year floodplain shall also be shown and base flood elevations given. Indicate areas within the proposed site and within 50 feet of the proposed site, where ground removal or filling is required and give its approximate volume in cubic yards. A soils map based on the York County Soils Survey shall also be provided. The Board may require a high-intensity soils map, prepared by a soils scientist licensed in the State of Maine, if conditions warrant.
 - e) A landscape plan, prepared by a registered landscape architect showing all existing natural land features, trees, forest cover and water sources and all proposed changes to these features including size and type of plant material. Water sources will include ponds, streams, lakes, brooks, wetlands and drainage retention areas.
 - f) Zoning district boundaries within 500 feet of the site's perimeter and zoning boundaries which may transect the site and zoning overlay boundaries.
 - g) Traffic flow patterns within the site, entrances and exits, loading and unloading area, curb cuts on the site and within 100 feet of the site. The Planning Board may require a detailed traffic study, conforming to the South Berwick Planning Board's Submission for Traffic Impact Studies, on file in the South Berwick Planning Office, and prepared by a professional engineer, for large developments or for those in heavy traffic areas, to include but not be limited to:
 - 1) The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels.
 - 2) The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site.
 - 3) The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels as well as road capacity levels shall be given.
 - 4) Any impacts on pedestrian movements in areas adjacent to the site.
 - h) For new construction alterations to any existing building, a table containing the following information must be included:

- 1) The area of building to be used for a particular use such as retail operation, restaurant, office, etc.
 - 2) The maximum number of employees.
 - 3) The maximum seating capacity, where applicable.
 - 4) The number of parking spaces existing and required for the intended use.
-
- i) Elevations and plans at an appropriate scale for all exterior facades of the proposed structures and/or existing facades, plus additional plans and elevations, at a larger scale if required, showing design features and indicating the type and color of materials to be used. Streetscapes and historical structures shall also be shown.
 - j) Cost of the proposed development and evidence of financial capacity to complete it. This evidence should be in the form of a letter from a bank or other source of financing indicating the name of the project, amount of financing proposed, and interest in financing the project.
 - k) **An estimated sequence of and schedule for construction and/or demolition.**

**AMENDMENTS TO
CHAPTER 140 AND 121 OF THE TOWN OF SOUTH BERWICK CODE OF
ORDINANCES TO UPDATE THE NUMBER OF PLANS REQUIRED TO BE
SUBMITTED FOR PLANNING BOARD REVIEW**

New text underlined in bold type

Amend Section 140-77 (Site Plan Review) as follows:

D. Site plan review application and submission requirements.

1. Applications for site plan review shall be submitted on application forms provided by the Town. The complete application form, required fees, and the required plans and related information shall be submitted to the Planning Board Chairman in care of the Town Planner/Planning Coordinator. The submission shall contain at least the following exhibits and information:

- a) A fully executed and signed copy of the application for development review.
- b) ~~Five~~ **Ten (10)** copies of written materials plus ~~five~~ **ten (10)** sets of maps or drawings containing the information listed below. The maps or drawings shall be **standard-sized (24" x 36") and** at a scale sufficient to allow review of the items listed, but in no case shall be at scale of more than 50 feet to the inch for that portion of the tract of land being proposed for development. The following shall be included:

[Amended 6-15-2009]

Amend Section 121-27 (Procedures) as follows:

- A. At the time of the preapplication inspection, the subdivider shall submit for informal discussion a sketch plan (~~see Appendix pages iii and iv Editor's Note: Said appendix documents are on file in Town offices.~~) and other data relative to the proposed subdivision which may be of assistance to the Planning Board in making its determinations.
- B. After such preliminary review, the Planning Board shall, within 30 days, inform the subdivider, in writing, of the contour interval which will be required for his preliminary plan.
- C. The Planning Board shall determine whether the sketch plan complies with these standards and shall, where it deems necessary, list the necessary changes or required improvements, in writing, to be incorporated by the applicant in his subsequent submissions.

- D. Applicants are advised to read the Appendix to this chapter, especially Responsibilities of Developers and Planning Boards, a Hypothetical Case, and the illustrated examples of sketch plans, preliminary plan and final plan.

Editor's Note: These documents are on file in the Town offices.

Amend Section 121-28 (Submissions) as follows:

- A. ~~The~~ **Ten (10) copies of the** sketch plan shall be submitted to the Planning Board at the time of or prior to the on-site inspection. **The plan shall be presented on a standard-sized sheet (24" x 36") and at a scale of 50 feet to the inch or less.**
- B. The sketch plan shall show, in simple sketch form on a topographic map, the proposed layout of streets, lots and other features in relation to existing conditions. (See Appendix pages iii and iv.)
- C. The sketch plan, which may be a freehand penciled sketch, should include the data listed in § 121-31 or such of it as the Planning Board determines is necessary for its consideration of the proposed sketch plan.
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Amend Section 121-31 (Preliminary Plan Submissions) as follow:

The applicant shall submit ten (10) copies of the preliminary plan. ~~When practicable, a standard-sized sheet 24 inches by 36 inches shall be used for all plans~~ **The plan shall be presented on a standard-sized sheet (24" x 36") and at a scale of 50 feet to the inch or less** and shall contain the following information:

Amend Section 121-36 (Final Plan Submissions as follows:

The applicant shall submit ten (10) copies of ~~the plan, which may~~ **shall** be presented on **a standard-sized sheet (24" x 36") and at a scale of 50 feet to the inch or less** ~~one or more sheets of standards twenty-four by thirty-six inch size~~ and shall contain the following information:

**South Berwick Town Council
Special Meeting
September 1, 2011**

The Chairman reported the following to the Clerk:

Chairman Burke called the meeting to order at 3:04pm. Those present included Councilors Jean Demetracopoulos, Gerald W. MacPherson, Sr., and John Kareckas. Town Manager Perry A. Ellsworth was also in attendance. Councilor David H. Webster arrived at approximately 3:15pm.

EXECUTIVE SESSION

1. On a motion by Mr. Kareckas, seconded by Mrs. Demetracopoulos, it was unanimously voted to enter executive session at 3:04pm pursuant to 1MRSA §405.6A to discuss the Manager's performance evaluation.

On a motion by Mrs. Demetracopoulos, seconded by Mr. Kareckas, it was unanimously voted to end the executive session at 5:55pm.

ADJOURNMENT

On a motion by Mrs. Demetracopoulos, seconded by Mr. MacPherson, it was unanimously voted to adjourn the meeting at 5:55pm.

Attest:

Barbara Bennett, CCM

**South Berwick Town Council
Public Hearing
Liquor License Isidore on the Rocks
September 13, 2011**

Chairman David Burke opened the hearing at 6:32pm. Councilors present included Gerald W. MacPherson, Sr., Jean Demetracopoulos, David H. Webster, and John C. Kareckas. Town Manager Perry A. Ellsworth was also in attendance. Robert Miller the applicant was also present.

The purpose of the hearing was to receive public comment on the application for a new liquor license for Isidore on the Rocks (Robert Miller) at 18 Portland Street.

Mr. Miller gave a brief overview of his plans which include a full bar and menu, and a brick oven. He intends on introducing organics and using fresh, local produce.

Norma Tutelian, Butler St, and Ruth Boston, Emery's Bridge Rd, both commented that breakfast service would be nice. Mr. Miller stated that he may add Sunday brunch and opening for breakfast will be considered later.

Katie Rice Wiggin, stated that it will be wonderful to have the restaurant in town to avoid having to drive to Portsmouth.

Mrs. Demetracopoulos asked what the hours would be. Mr. Miller stated that initially he plans on being open 6 nights (closed Mondays) from 3:00pm-9:00pm for dinner with the bar probably closing at 10:00pm. He added that he is planning on opening in early November.

Mr. Webster asked what restaurant experience he had. Mr. Miller responded that he has been owner (or part owner) of several restaurants and has been an executive chef for 5 years.

Mr. Kareckas expressed his concern with the proximity to the Bible Speaks Church and Seacoast Christian Day School. Mr. Kareckas also questioned the status of other local approvals. Mr. Miller stated that he will meet with Planning again next week and is waiting on approval of his signage from the Historic District Commission. Mr. Kareckas stated that the Council may want to make its approval conditional upon the approval of other permits.

The hearing was closed at 6:45pm.

Attest:

Barbara Bennett, CCM

South Berwick Town Council September 13, 2011

The Manager reported the following to the Clerk:

Chairman David Burke called the meeting to order at 6:15pm. Councilors present included Gerald W. MacPherson, Sr., Jean Demetracopoulos, David H. Webster, and John C. Kareckas. Town Manager Perry Ellsworth was also in attendance.

Executive Session

On a motion by Mr. Kareckas, seconded by Mrs. Demetracopoulos, it was unanimously voted to enter executive session at 6:16pm pursuant to 1MRSA §405.6A to conduct a board applicant interview.

On a motion by Mrs. Demetracopoulos, seconded by Mr. Kareckas, it was unanimously voted to end the executive session at 6:28pm.

The meeting recessed at 6:28pm to accommodate a scheduled public hearing.

The meeting reconvened at 6:45pm with the Clerk present.

Approval of Minutes

1. Council 8-23-11: On a motion by Mrs. Demetracopoulos, seconded by Mr. MacPherson, it was unanimously voted to adopt the minutes as written.

Treasurer's Warrant – Sept 13, 2011

On a motion by Mr. MacPherson, seconded by Mr. Webster, it was unanimously voted to sign the warrant in the amount of \$762,020.64.

Public Comment

1. Ruth Boston, Emery's Bridge Rd, asked about the "dummy/statue" in the middle of the crosswalks. Mr. Burke explained that the yellow crosswalk signs with a picture of a person are there to help slow traffic and make the crosswalks more visible.

Town Manager's Report

-Commented that erroneous information has been circulating regarding the cost of the Pay-As-You-Throw bags going up. He stated that there is no increase at this time; however the cost may go up next July.

-Things are moving quickly at the new library. Due to water issues, more geothermal wells will be dug but at a shallower depth. A construction project update meeting is being scheduled for about October 13th. The rectory has been moved part way on to its new foundation on the Tarason property. Mr. Ellsworth added that he has met with Avesta Housing and more information will be forthcoming.

-Will be purchasing a new Dodge 550 with a Cummins engine. It will be equipped with a plow and salt spreader. We will be trading 2 older trucks toward the new one.

-Road projects are wrapping up for the season.

-A workshop is scheduled for September 20th with the SAD Board to discuss the traffic/crossing guards.

-Thursday will be a work day at the Teen Barn. The money appropriated from the Vaughan Fund may not be needed.

-Will be asking the Trustees to take back the skating rink money at the next Vaughan Fund meeting. There are no funds to maintain or operate it.

-Will be meeting with other area managers to discuss regionalization. The goal will not be to eliminate positions, but to share positions through attrition.

New Business

1. Mrs. Demetracopoulos made a motion to approve the new liquor license for Isidore on the Rocks (Robert Miller) pending Planning Board, Historic District Commission, and other licensure approvals. Mr. MacPherson seconded the motion.

Mr. Webster and Mr. Burke wished Mr. Miller luck.

Motion to approve the liquor license passed unanimously.

2. On a motion by Mr. Kareckas, seconded by Mr. Webster, it was unanimously voted to appoint Mike McGinness to the Recreation Committee with a term to expire June 30, 2014.

Council Member Comments

1. Mrs. Demetracopoulos:

-Stated that she had offered to speak with the PTO, Library group, and others regarding the budgeting process. She added that no one has taken her up on her offer.

-Commented on the NH DOT using the Route 101 boat launch as a construction yard. The parking lot is very congested with their vehicles and materials. She asked if the Manager would check into whether the Town could receive some compensation for the use of the property.

2. Mr. Kareckas:

-Agreed with Councilor Demetracopoulos regarding the Route 101 boat launch. The NH DOT should compensate the town for use of the property. He added that their presence has made it inconvenient for users.

-Stated that he had received a call from John Andrews of the Greenway/Eastern Trail looking for volunteers.

-Made note of the Pumpkin Man Triathlon held last weekend. He added that recreational events are good for the town. People here for an event may patronize some of the local businesses.

-Commented that he liked the sign he saw on Academy Street "Drive like your kid lived here". He stated that he was interested in the origins of the sign. In light of the crossing guard issue thought that type of signage might be appropriate.

-Commented that the Council has the great pleasure of serving as an executive board thanks to the Manager's efforts.

-Commented that if the cost of PAYT bags increases causing fewer people to use the transfer station, a decrease in bag cost could be made up in volume if people go back to using the transfer station.

3. Mr. Webster:

-Stated that traffic control is a big concern and perhaps it's time to talk about a light.

-Commented that the Pumpkin Man Triathlon is a great event for the Town. He added that this type of event helps support local non-profit groups.

4. Mr. Burke:

-Thanked the Donatello's (of Eliot) for their work in organizing the Pumpkin Man Triathlon. It's an awesome event.

-Thanked Mr. MacPherson and Paul Hussey for donating their time to mow the ski hill.

Adjournment

On a motion by Mr. Webster, seconded by Mrs. Demetracopoulos, it was unanimously voted to adjourn the meeting at 7:20pm.

Attested:

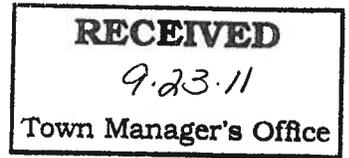
Barbara Bennett, CCM

TOWN OF SO. BERWICK
CHECK REGISTER

29071

Check Number	Account	Date Paid	Amount
00028986	070200 P GAGNON & SON INC	09/27/2011	-7.68
00029062	132500 SECRETARY OF STATE M/V	09/27/2011	28,944.75
00029063	132500 SECRETARY OF STATE M/V	09/27/2011	9,837.36
00029064	010285 ADMIRAL FIRE & SAFETY INC	09/27/2011	279.60
00029065	020225 BAKER & TAYLOR	09/27/2011	52.28
00029066	021095 BARBARA BENNETT	09/27/2011	131.54
00029067	021300 BERNSTEIN SHUR	09/27/2011	134.00
00029068	030725 CITIZENS BANK (CHG)	09/27/2011	445.00
00029069	031430 COMCAST	09/27/2011	95.00
00029070	031570 CONSOLIDATED ELECTRICAL	09/27/2011	176.13
00029072	032002 ONE COMMUNICATIONS	09/27/2011	1,145.59
00029073	040500 VICTORIA DESILETS	09/27/2011	43.78
00029074	040800 DOUCETTE EXCAVATING	09/27/2011	845.00
00029075	050785 ELIMINATOR INC	09/27/2011	76.40
00029076	050802 PERRY ELLSWORTH	09/27/2011	298.38
00029077	141000 FAIR POINT COMM	09/27/2011	135.31
00029078	060715 FIREPROGRAMS	09/27/2011	595.00
00029079	010525 G&K SERVICES	09/27/2011	966.90
00029080	180478 GENEST PRECAST	09/27/2011	400.00
00029081	070600 GEORGE GORMAN	09/27/2011	107.75
00029082	071100 GREAT WORKS TEST BORING	09/27/2011	16.48
00029083	071086 GREAT WORKS FAMILY PRACTICE	09/27/2011	50.00
00029084	071307 GULF/FLEET FUNDING	09/27/2011	4.16
00029085	191330 HANNAFORD'S	09/27/2011	80.94
00029086	080248 HANSCOM'S TRUCK STOP INC	09/27/2011	3,984.08
00029087	080450 HARVARD PILGRIM HEALTH CARE	09/27/2011	22,176.90
00029088	080504 TOM HASTY	09/27/2011	125.00
00029089	080775 J R HILTON INC	09/27/2011	2,617.00
00029090	100150 JANETOS MARKET	09/27/2011	114.80
00029091	100380 JOHN DEERE LANDSCAPES	09/27/2011	242.09
00029092	141367 KONE INC	09/27/2011	183.77
00029093	120510 LAWSON PRODUCTS INC.	09/27/2011	428.00
00029094	120775 DOUGLAS LETELLIER	09/27/2011	13.00
00029095	120970 LIBBY SCOTT INC.	09/27/2011	2,502.00
00029096	133375 MAINE ENERGY RECOVERY CO.	09/27/2011	2,782.64
00029097	132400 MAINE SAD #35	09/27/2011	174.35
00029098	133195 MAINE TURNPIKE AUTHORITY	09/27/2011	6.60
00029099	133358 W.B.MASON	09/27/2011	155.98
00029100	133800 MICK CONSTRUCTION CORP	09/27/2011	1,007.50
00029101	133925 MINUTEMAN TRUCKS INC	09/27/2011	145.08
00029102	134300 MAINE MUNICIPAL EMPLOYEES	09/27/2011	3,742.12
00029103	134601 EXXON/MOBIL	09/27/2011	426.13
00029104	127000 CORRINE J MAHONY	09/27/2011	1,360.00
00029105	135130 MTCCA/MMA	09/27/2011	100.00
00029106	133194 MAINE TOWN/CITY MGMT ASSN	09/27/2011	207.00
00029107	141080 NEXTEL	09/27/2011	18.90
00029108	141384 NORTHEAST PAGING	09/27/2011	55.35
00029109	141368 NORTHEAST EMER APPARATUS	09/27/2011	468.52
00029110	141400 NORTHERN DATA SYSTEMS INC	09/27/2011	375.00
00029111	141360 NORTH VILLAGE FUEL	09/27/2011	172.50
00029112	200700 PIKE INDUSTRIES INC	09/27/2011	544.65
00029113	160400 PITNEY BOWES	09/27/2011	138.00
00029114	160692 POLAND SPRING	09/27/2011	97.47
00029115	170000 QUILL CORPORATION	09/27/2011	216.13
00029116	180125 RANSOM ENVIRONMENTAL INC	09/27/2011	573.75
00029117	180185 RCP LLC	09/27/2011	387.50

**YORK COUNTY BUDGET COMMITTEE
MEMORANDUM**



To: York County Cities and Towns

From: Joe Hanslip, York County Budget Committee, Vice-Chairman

Date: September 22, 2011

Re: Caucuses to elect Town Elected Officials and Members of the Public to the County Budget Committee

Each year members must be elected to the York County Budget Committee. This process requires elected officers from the County's Cities and Towns to caucus and elect representatives to fill vacant positions in each of the five Commissioner districts. Each district has two elected officials and one member of the public.

Vacancies existing includes:

- One (1) public and one (1) elected member in District 1.
- One (1) public member and one (1) elected member in District 2
- One (1) elected and one (1) public member in District 3
- One (1) elected member in District 4
- One (1) elected member in District 6

The caucus will be held on Wednesday, October 5, 2011 at 7:00 p.m. at the Alfred Town Hall. Please distribute this notice to your elected officers and officials as soon as possible.

Thank you for your consideration,

Joe Hanslip

Please call if you have questions.

Joe Cell: 651-3300

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: September 27, 2011	Item # UB 2
Agenda Item: Comcast Default Status	
Town Manager's Recommendation	
Attached you will find a general overview of the steps taken through the default process. The buildout (with exception noted) was completed on 4/30/2010.	
Requested Action	
Discussion	
Vote	

Default Timeline
(general)

Contract Executed:	9/8/2008												
Timeline:	12 months subject to Force Majeure												
Deadline:	9/8/2009												
Opportunity to Cure													
Town must notify Comcast in writing by certified mail				Letter dtd:	9/8/2009	Sent:	Certified, Return Receipt to all required contacts						
Comcast has 90 days from receipt of letter to:													
	a.	respond		Letter dtd:	11/19/2009	Action:	reserved right to formal response on 12/10/2009						
	b.	cure or take reasonable steps to cure		Mtg on:	12/9/2009	Action:	reported actions to cure default						
				Letter dtd:	12/21/2009	Action:	outlined steps to cure default (expected completion by 4/30/10)						
	c.	if no cure w/in 90 days, Town must schedule		Letter dtd:	12/23/2009	Action:	Town will push back PH date to 02/09/2010						
		a Public Hearing 14 days after notice to Comcast											
				Various letters follow outlining progress and delays due to severe rainstorms									
				Letter dtd:	5/5/2010		Compliance as of 4/30/2010 *						
* One home constructed after the initial survey was completed by Comcast was missed. This resident is a seasonal resident and was not in Maine during the buildout. Once discovered, Comcast acted expediently and efficiently, especially in light of the fact that the conduit to the home was crushed and needed repair in order to serve this customer. This customer could not have been serviced earlier as access to her home was not available.													

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: September 27, 2011	Item # NB 1
Agenda Item: Take Action on Appointment to Recreation Committee	
Town Manager's Recommendation	
The Recreation Committee has one open seat. Recommend appointing the applicant to a three year term.	
Requested Action	
Motion to appoint Stacey Barlow to the Recreation Committee with a term to expire June 30, 2014.	
Vote	

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: September 27, 2011	Item # NB 2
Agenda Item: Authorize Voting Delegate to MMA Annual Meeting	
Town Manager's Recommendation	
<p>The delegate for the MMA Annual Business Meeting is an annual appointment designated by the Town Council. The Annual Meeting will be held on October 6th during the Convention in Augusta. I will be in attendance and request the Council authorize me to vote on the Town's behalf.</p>	
Requested Action	
<p>Motion to appoint Perry Ellsworth as the official Voting Delegate and Roberta Orsini as the alternate voting delegate for the MMA Annual Business meeting.</p>	
Vote	

Roberta Orsini

From: Perry Ellsworth
Sent: Friday, September 23, 2011 8:43 AM
To: Roberta Orsini
Subject: FW: MMA VOTING DELEGATES CREDENTIALS - ACTION NEEDED
Attachments: image001.jpg; MMA ANNUAL BUSINESS MEETING - AGENDA.doc; VOTING DELEGATE CREDENTIALS.doc

From: KeyMunicipalOfficials-owner@imail.memun.org [mailto:KeyMunicipalOfficials-owner@imail.memun.org] **On Behalf Of** Chris Lockwood
Sent: Wednesday, September 21, 2011 2:07 PM
To: 'keymunicipalofficials@imail.memun.org'
Cc: Bill Livengood; Chris Lockwood; Christina St. Pierre; David Barrett; Eric Conrad; Geoff Herman; Karen Butler; Martin Hanish; Pat Kablitz; Steve Gove; Theresa Chavarie
Subject: MMA VOTING DELEGATES CREDENTIALS - ACTION NEEDED

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations
FROM: Christopher G. Lockwood, Executive Director
DATE: September 19, 2011
SUBJECT: Voting Credentials for MMA Annual Business Meeting

The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Thursday, October 6, 2011, at 8:00 a.m. in the Cumberland Room of the Augusta Civic Center**. The MMA Bylaws entitle each member community to one (1) voting representative.

Enclosed please find the ***MMA Voting Delegates Credential Form*** on which the municipal officers may designate their municipality's voting representative and alternate. We have also attached an Agenda for the MMA Annual Business Meeting for your reference. As you will note, there is no scheduled action by the membership, however the MMA Bylaws allow for action items to be raised during the meeting.

If you would like to complete the Voting Delegates Credential Form, please return to our office by **Monday, October 3, 2011** or bring it with you to the MMA Annual Business Meeting. If you have any questions on this information, please contact Theresa Chavarie at 1-800-452-8786 ext. 2211 or in the Augusta area at 623-8428.

We look forward to seeing you at the MMA Annual Convention.

Thank you and best wishes,

Theresa

Theresa A. Chavarie
Manager, Member Relations & Executive Office

**Maine Municipal Association
Annual Business Meeting
Thursday, October 6, 2011
8:00 a.m. – 8:30 a.m.
Augusta Civic Center
Level 1 – Cumberland Room**

AGENDA

- 1. Introductions and Welcoming Remarks – MMA President Mark Green,
(Town Manager, Town of Sanford)**
- 2. Approval of 2010 Annual Business Meeting Minutes**
- 3. Other Business (*comments from the floor*)**
- 4. Executive Director Report - Christopher Lockwood**
- 5. Adjournment**

MAINE MUNICIPAL ASSOCIATION
VOTING DELEGATE CREDENTIALS

_____ is hereby designated as the official Voting Delegate and
(name)

_____ as the alternate voting delegate for _____
(name) (municipality)

to the Maine Municipal Association Annual Business Meeting which is scheduled to be held,
Thursday, October 6, 2011, 8:00 a.m., at the Augusta Civic Center, Augusta, Maine.

The Voting Delegate Credentials may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ Municipality: _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Name: _____ Position: _____

Or Signed by a Majority of Municipal Officers:

Please return this form no later than **Monday, October 3, 2011** or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

*MMA Annual Business Meeting
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: 207-626-3358*