

**CERTIFICATE OF ASSESSMENT TO BE RETURNED TO MUNICIPAL TREASURER  
STATE OF MAINE**

County of                   YORK                  , ss.

We hereby certify, that we have assessed a tax on the estate, real and personal liable to be taxed in the

Municipality of                   South Berwick                   for the fiscal year

          7/1/2015           to           6/30/2016           at           0.0178           mills on the dollar, on a total taxable valuation of \$                   656,495,481.00                  

**Assessments:**

1. County Tax.....	\$	<u>          353,292.96          </u>
2. Municipal Appropriation.....	\$	<u>          4,001,223.00          </u>
3. TIF Financing Plan Amount.....	\$	<u>          157,357.34          </u>
4. Local Educational Appropriation.....	\$	<u>          7,451,037.00          </u>
5. Overlay Not to Exceed 5% of "Net To Be Raised"	\$	<u>          249,512.31          </u>
<b>6. Total Assessments</b>		<b><u>          \$12,212,422.61          </u></b>

**Deductions:**

7. State Municipal Revenue Sharing.....	\$	<u>          362,380.00          </u>
8. Homestead Reimbursement.....	\$	<u>          149,787.00          </u>
9. BETE Reimbursement.....	\$	<u>          14,636.05          </u>
10. Other Revenue.....	\$	<u>                  0.00          </u>
<b>11. Total Deductions</b>		<b><u>          \$526,803.05          </u></b>
<b>12. <u>Net Assessment for Commitment</u></b>		<b><u>          \$11,685,619.56          </u></b>

List of all the same we have committed to                   Perry A. Ellsworth                   Tax Collector of said Municipality, with warrants in due form of law for collecting and paying the same to                   Perry A. Ellsworth                   Municipal Treasurer of said Municipality, or the successor in office, on or before such date, or dates, as provided by legal vote of the Municipality and warrants received pursuant to the laws of the State of Maine. (Title 36 MRSA, section 712)

Given under our hands this                   August 11, 2015                  

\_\_\_\_\_ Municipal Assessor(s)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Complete in Duplicate. File original with Treasurer. File copy in Valuation Book



You are to pay to Perry A. Ellsworth, the Municipal Treasurer, or to any successor in office, the taxes herewith committed, paying on the last day of each month all money collected by you, and you are to complete and make an account of your collections of the whole sum on or before 8/11/2017

In case of the neglect of any person to pay the sum required by said list until after 9/30/15 & 3/31/16 ;

you will add interest to so much thereof as remains unpaid at the rate of 7 percent per annum, commencing 10/1/15 & 4/1/16 to the time of payment, and collect the same with the tax remaining unpaid.

Given under our hands, as provided by a legal vote of the Municipality and Warrants received pursuant to the Laws of the State of Maine, this 8/11/2015

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Assessor(s) of South Berwick

**CERTIFICATE OF COMMITMENT**

To Perry A. Ellsworth, the Collector of the Municipality of South Berwick, aforesaid.

Herewith are committed to you true lists of the assessments of the Estates of the persons wherein named; you are to levy and collect the same, of each one their respective amount, therein set down, of the sum total of \$ 11,685,619.56 (being the amount of the lists contained herein), according to the tenor of the foregoing warrant.

Given under our hands this 8/11/2015

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Assessor(s) of South Berwick



# STATE OF MAINE

YORK, §

TO THE ASSESSORS OF THE TOWN/CITY OF **SOUTH BERWICK** in said County.

GREETINGS:

*AT THE COURT* of County Commissioners, begun and holden at Alfred within and for the County of York, on the 1st day of July, AD, 2015.

*WHEREAS*, the York County Budget Committee, pursuant to M.R.S.A. 30-A § 833, passed at their last session, upon an estimate of the County Commissioners for said County, of the sums necessary for defraying the charges of the County for the budget year **FY 16, July 1, 2015 through June 30, 2016** ensuing and exhibited by the Clerk of said Court, granted a tax of \$16,055,668.00 to be assessed, collected, and paid according to law, and applied for the purposes aforesaid.

*AND WHEREAS*, upon a due apportionment of said sum of the several Towns and Cities in said County, made at a session of the Court of County Commissioners, held on the 1st day of July, AD, 2015 your town's proportion is found to be **\$353,292.96**.

*YOU ARE HEREBY REQUIRED*, in the name of the State of Maine to assess the said sum last mentioned, upon the inhabitants of said Town/City, agreeable to the laws of said State, and cause the same in like manner to be collected and paid to Frank D. Wood, Treasurer of said County or his/her successor in said office, forthwith as of the **FIRST DAY OF SEPTEMBER, 2015**.

At its regular meeting duly held on July 1st, 2015 the Board of Commissioners of the County of York, pursuant to M.R.S.A. 30-A § 706, by motion, seconded, and unanimously voted that the Treasurer shall assess interest according to M.R.S.A. 36 § 892-A and § 186 amended 1996 at the rate of **7%** compounded annually. A municipality will be considered **DELINQUENT** if the taxes are not received by the County by **OCTOBER 31, 2015**.

*WHEREOF FAIL NOT*, and make due returns to the said Treasurer of the names of person or persons to whom your list of assessments shall be committed.

*IN WITNESS THEREOF WE*, Sallie V. Chandler, Michael J. Cote, Richard R. Dutremble, Marston D. Lovell and Gary A. Sinden County Commissioners, have hereunto set our hands, this 1st day of July, 2015.

\_\_\_\_\_  
Sallie V. Chandler

\_\_\_\_\_  
Michael J. Cote

\_\_\_\_\_  
Gary A. Sinden

\_\_\_\_\_  
Richard R. Dutremble

\_\_\_\_\_  
Marston D. Lovell

\_\_\_\_\_  
ATTEST: Gregory T. Zinser  
County Manager

ASSESSORS RETURN

PURSUANT TO A WARRANT to us directed, from the York County Commissioners for the County of York, dated the 1st day of July, AD, 2015 we have assessed the estates of the inhabitants, and the estates of the non-resident proprietors of the Town/City of **SOUTH BERWICK** in said County, the sum of **THREE HUNDRED FIFTY-THREE THOUSAND TWO HUNDRED NINETY-TWO DOLLARS AND NINETY-SIX CENTS (\$353,292.96)** and have committed lists thereof to the Tax Collector of said Town/City with Warrant in due form of law for collecting and paying same to the Treasurer of the Town/City of **SOUTH BERWICK** or his/her successor in said office to be paid by him/her to Frank D. Wood, Treasurer of the County of York, or his/her successor in said office the **FIRST DAY OF SEPTEMBER, 2015.**

Taxes not paid by the **THIRTY-FIRST DAY OF OCTOBER, 2015** will be considered **DELINQUENT** and will be assessed interest at the rate of **7%** compounded annually.

IN WITNESS, WHEREOF, we have hereunto set our hands the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
**ASSESSOR(S) OF SOUTH BERWICK**

**TO BE FILLED IN AND FORWARDED TO THE COUNTY TREASURER AS SOON AS THE ASSESSMENT IS COMPLETE TO:** **FRANK D. WOOD**  
**TREASURER-COUNTY OF YORK**  
**45 KENNEBUNK RD**  
**ALFRED, ME 04002**

## **South Berwick Town Council**

### **July 28, 2015**

Chairman John C. Kareckas called the meeting to order at 6:30pm. Councilors present included Jean Demetracopoulos and Russell H. Abell. John James was not present. Town Manager Perry Ellsworth was also in attendance. Laura Leber arrived after the vote to enter executive session.

#### **Executive Session**

1. On a motion by Mrs. Demetracopoulos, seconded by Mr. Abell, it was unanimously voted to enter executive session at 6:31pm pursuant to 1MRSA §405.6E to consult with the Town's Attorney.

Council Demetracopoulos reported to the Clerk: On a motion by Mr. Abell, seconded by Mrs. Leber, it was unanimously voted to end the executive session at 7:20pm and return to the regular meeting.

#### **Approval of Minutes**

1. Council 07-14-15: On a motion by Mrs. Demetracopoulos, seconded by Mrs. Leber, it was unanimously voted to adopt the minutes after amending them by deleting the words in brackets "Business located at the corner of Old South Road and Route 236, The Chuck Wagon", under item one of Unfinished Business.

#### **Treasurer's Warrant**

1. On a motion by Mr. Abell, seconded by Mrs. Leber, it was unanimously voted to sign the warrant dated July 23, 2015 in the amount of \$444,734.49.

Mrs. Leber questioned the amount of \$78,467.30 for the Water District. Mr. Ellsworth explained that this is the quarterly payment to the District for fire hydrants.

#### **Public Comment**

1. Audrey Fortier, Rodier Rd, expressed her concerns that the Historic District Ordinance is being amended without much public input. She added that stating in 2015 what the intent of the change is, means nothing in the future if it is not clear in the language of the ordinance. She went on to say that she will be sure to attend the meetings and will encourage others to also.

#### **Town Manager's Report**

-The Library parking lot received its base coat of pavement today. Curbing will be done next week; and sidewalks after that.

-Oldfields Road is being paved. Paving on Emery's Bridge Rd has been delayed until August 3rd due to an equipment fire. [Equipment not Town owned]

-The Avesta project is moving along. They are working on electrical and siding the building.

-Will be meeting with the DOT regarding the work being done on Route 101. We will be looking into a bond to cover any potential damages to our roads.

#### **Unfinished Business**

1. The Council discussed the request from the York River Study Committee for South Berwick to participate in the Study and appoint a committee member. Mrs. Demetracopoulos stated that she would be willing to serve on the Committee if no one else was interested.

On a motion by Mr. Abell, seconded by Mrs. Leber, it was unanimously voted to accept the offer of participation in the York River Study with the understanding that funding will come from the Committee.

#### **New Business**

1. Mr. Ellsworth explained that as authorized by the Council he has been in contact with the Attorney to conduct an administrative review of the sections of the Zoning Ordinance regarding the business started in the R3 Zone.

Mr. Ellsworth read a letter from the Town's Attorney Philip Saucier of Bernstein Shur regarding "Mobile Vending Food Business in the Transitional Residential (R3) District. The letter is attached.

After reviewing the ordinance from an administrative stand point and with the Code Enforcement Officer, it is now understood that it was not a fact based decision to allow that business to start either last October or this spring.

Mr. Ellsworth went on to say that the issue is now in his hands to pursue something with the Code Enforcement Officer to acknowledge that this business is a non-conforming use and clarify what happens if the business shuts down. There can be no expansion of the business. Both businesses on the property are non-conforming and both the property owner and business owners will be informed that once these businesses close there can be no new retail businesses on the property.

2. On a motion by Mrs. Demetracopoulos, seconded by Mrs. Leber, it was unanimously voted to hold a workshop on Tuesday, August 4, 2015 at 6:30pm in Council Chambers to discuss the property tax rate for fiscal year 2015/2016.

3. The Council briefly discussed the need for workshops on lighting and landscaping, signage in the BR district, and the Historic District Ordinance.

### **Council Member Comments**

1. Mrs. Leber:

-Made note that this is her first grandchild's first birthday.

2. Mrs. Demetracopoulos:

-Thanked Audrey Fortier for attending the Historic District Commission meeting. She also encouraged others to get involved.

-Commented that paving on Oldfields Road is coming along nicely.

-Commented that some alternate routes may not be available during the work on Route 101.

3. Mr. Abell:

-Apologized for not being available by phone.

-The Hot Summer Nights concerts are well under way. They have been well attended and the upcoming concerts will have local talent performing.

-Made note that SoBo Lantern Fest will be held at Spring Hill on August 19th.

4. Mr. Kareckas:

-Thanked Audrey Fortier for her comments regarding the HDC Ordinance and demolitions. He added that anyone wishing to remove or demolition a building is already required to obtain a permit.

-Commented that he had hoped that the patch on Young Street would be fixed when the parking lot was paved.

-Asked if Avesta was on schedule. Mr. Ellsworth stated that they are on track to open in October.

-Asked if everyone was up to date on training. Mr. Ellsworth stated that NIMS (Nat'l Incident Management System) training is still needed. He will be working with Berwick and Eliot after the November election to schedule a joint training session.

Mr. Ellsworth made note that the Town has received the liability insurance bill. The amount has been reduced by 10% because of the Town Manager's certifications.

### **Adjournment**

On a motion by Mrs. Demetracopoulos, seconded by Mr. Abell, it was unanimously voted to adjourn the meeting at 8:15pm.

Attested:

Barbara Bennett, CCM

TOWN OF SO. BERWICK  
CHECK REGISTER

Check Number	Account	Date Paid	Amount
00037338	230710 FLAGSHIP CINEMA	08/11/2015	336.00
00037339	132500 SECRETARY OF STATE M/V	08/11/2015	18,558.20
00037340	150100 TOWN OF OGUNQUIT	08/11/2015	100.00
00037341	230706 WELLS BEACH BOARDWALK ARCADE	08/11/2015	200.00
00037342	010285 ADMIRAL FIRE & SAFETY INC	08/11/2015	76.16
00037343	133378 NORTON STREET NRLP	08/11/2015	824.00
00037344	011100 LOUISE ANDERSON	08/11/2015	17.25
00037345	011250 TREASURER, STATE OF MAINE	08/11/2015	71.00
00037346	011330 AQUABOGGAN WATERPARK	08/11/2015	684.00
00037347	011495 ATLANTIC RECYCLING EQUIP LLC	08/11/2015	898.40
00037348	020225 BAKER & TAYLOR	08/11/2015	434.88
00037349	021375 H T BERRY COMPANY INC	08/11/2015	251.94
00037350	022850 BUSINESS EQUIPMENT UNLIMITED	08/11/2015	439.43
00037351	021560 BILL DUBE INC.	08/11/2015	257.29
00037352	021668 BLOW BROS	08/11/2015	52.00
00037353	021695 BLUE TIE INC	08/11/2015	75.49
00037354	022240 GARY BOUCHER	08/11/2015	232.52
00037355	022242 BOUND TREE MEDICAL	08/11/2015	368.46
00037356	022503 SHARON BRASSARD	08/11/2015	21.44
00037357	022710 BROX INDUSTRIES INC	08/11/2015	288.15
00037358	030500 CENTRAL MAINE POWER/CREDIT COLL	08/11/2015	90.95
00037359	030510 CENTRAL MAINE POWER	08/11/2015	24.72
00037360	030579 CHIEFS CHOICE	08/11/2015	124.95
00037361	030725 CITIZENS BANK (CHG)	08/11/2015	423.70
00037362	031330 EUGENE F COLLIND	08/11/2015	300.00
00037363	031425 COLONIAL LIFE & ACCIDENT INS.	08/11/2015	1,150.07
00037364	031485 COMMUNICATION TECHNOLOGIES INC	08/11/2015	165.00
00037365	031579 CONSTELLATION NEW ENERGY	08/11/2015	2,137.30
00037366	031650 ROBIN COREY	08/11/2015	45.00
00037367	033900 W.S.DARLEY & CO	08/11/2015	157.32
00037368	040300 DEMCO	08/11/2015	77.86
00037369	040550 ROGER DIONNE	08/11/2015	107.41
00037370	050355 MICHAEL EDWARDS	08/11/2015	43.74
00037371	050785 ELIMINATOR INC	08/11/2015	724.90
00037372	141000 FAIRPOINT COMMUNICATIONS	08/11/2015	1,320.42
00037374	060260 FASTENAL COMPANY	08/11/2015	76.84
00037375	061675 FUNTOWN/SPLASHTOWN	08/11/2015	752.00
00037376	070280 GENERAL CODE PUBLISHERS	08/11/2015	3,075.90
00037377	071175 LUCINDA GRIEG	08/11/2015	31.68
00037378	071180 GROUP DYNAMIC INC	08/11/2015	143.00
00037379	191330 HANNAFORD'S	08/11/2015	276.27
00037380	080248 HANSCOM'S TRUCK STOP INC	08/11/2015	3,144.86
00037381	080518 HAYDEE'S PEST FREE MGMT	08/11/2015	45.00
00037382	080575 TREASURER, STATE OF MAINE	08/11/2015	360.00
00037383	080998 HOME DEPOT	08/11/2015	343.45
00037384	081394 HUSSEY EXCAVATION INC	08/11/2015	610.00
00037385	090120 INLAND FISHERIES & WILDLIFE	08/11/2015	3,689.38
00037386	090450 INTERSTATE ALL BATTERY CENTER	08/11/2015	137.80
00037387	090138 INVOICE CLOUD	08/11/2015	50.00
00037388	120350 NORMAND LAUZE	08/11/2015	775.00
00037389	120970 LIBBY SCOTT INC.	08/11/2015	166,196.48
00037390	071170 M W GRENIER ENTERPRISES LLC	08/11/2015	58.00
00037391	130670 MAINE RESOURCE/RECOVERY	08/11/2015	697.50
00037392	132400 MAINE SAD #35	08/11/2015	620,919.75
00037393	133358 W.B.MASON	08/11/2015	157.25
00037394	133795 MICK BODYWORKS INC	08/11/2015	493.11

Check Number	-----Account-----	Date Paid	Amount
00037395	133800 MICK CONSTRUCTION CORP	08/11/2015	92,234.55
00037396	134300 MAINE MUNICIPAL EMPLOYEES	08/11/2015	4,789.55
00037397	141370 NORTHEAST HYDRAULICS INC	08/11/2015	132.56
00037398	141400 NORTHERN DATA SYSTEMS INC	08/11/2015	576.78
00037399	150175 OFFICE OF INFORMATION TECH A/P	08/11/2015	120.00
00037400	160230 PERMA-LINE CORP	08/11/2015	104.80
00037401	200700 PIKE INDUSTRIES INC	08/11/2015	7,620.09
00037402	160320 PINE TREE WASTE INC	08/11/2015	1,113.93
00037403	170000 QUILL CORPORATION	08/11/2015	54.62
00037404	180400 RED'S SHOE BARN INC	08/11/2015	62.98
00037405	181560 BRIAN ROY	08/11/2015	112.00
00037406	190680 SEACOAST REDICARE	08/11/2015	239.00
00037407	132500 SECRETARY OF STATE M/V	08/11/2015	20,790.35
00037408	191753 FOREST SMITH	08/11/2015	1,350.00
00037409	193408 SO MAINE PLANNING & DEV	08/11/2015	7,887.80
00037410	192650 SO BERWICK SEWER DISTRICT	08/11/2015	1,022.30
00037411	193640 STAPLES	08/11/2015	115.20
00037412	193628 JON ST PIERRE	08/11/2015	13.52
00037413	201100 TOWER PUBLISHING	08/11/2015	92.00
00037414	201200 TRACTOR SUPPLY COMPANY	08/11/2015	299.99
00037415	133105 TREASURER OF STATE/C.WPNS	08/11/2015	25.00
00037416	133035 TREAS/STATE OF MAINE/LICENSING	08/11/2015	30.00
00037417	201236 TRI-CITY MASONRY	08/11/2015	87.00
00037418	201238 TRI-CITY TOOL CRIB	08/11/2015	89.60
00037419	201300 TWO-WAY COMMUNICATION SERV INC	08/11/2015	704.46
00037420	230300 WALMART COMMUNITY BRC	08/11/2015	507.88
00037421	230515 WATCH GUARD VIDEO	08/11/2015	183.00
00037422	230915 WHITED TRUCK CENTERS	08/11/2015	33.35
00037423	231500 WITMER PUBLIC SAFETY GROUP	08/11/2015	1,722.06
00037424	240425 YORK AMBULANCE ASSN INC	08/11/2015	6,832.17
00037425	241103 YORK HOSPITAL	08/11/2015	291.60
00037426	240900 YORK COUNTY REGISTRY OF DEEDS	08/11/2015	125.00
Total Not Prepaid			963,282.16
Total Prepaid			19,194.20
Grand Total			982,476.36

Check Number	-----Account-----	Date Paid	Amount
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WARRANT NUMBER	\$ 982,476.36	DATE 08/06/2015
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\* \* \* TREASURER'S WARRANT \* \* \*

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM SET AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

TOWN COUNCIL:

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**TOWN COUNCIL**  
***Agenda Information Sheet***

<b>Meeting Date: August 11, 2015</b>	<b>NB #1</b>
<b>Agenda Item: Strawberry Festival Grant</b>	
<b>Department Head Recommendation: Fern Houliares</b>	
Resident Norm Fortier requested a Strawberry Festival award for flag displays for a total cost of \$585.25. The final approved grant amount is \$425. The Town is acting as the fiscal agent for this project.	
<b>Town Manager's Recommendation</b>	
<b>Requested Action</b>	
Accept grant from Strawberry Festival Committee in the amount of \$425 and authorize it's expenditure for flag displays.	
<b>Vote</b>	



# South Berwick Strawberry Festival

P.O. Box #371, South Berwick, Maine 03908

## Committee Members

Andy Parker  
*Chairperson &  
Grounds Coordinator*

Marcia Flinkstrom  
*Treasurer*

Regina Parker  
*Non-Profits  
Coordinator*

Beth Leach  
*Hulling/Kitchen  
Coordinator*

Patricia Leach  
*Strawberry Tent  
Coordinator*

Scarlett Hanson  
*Secretary &  
Grant Coordinator*

Khayyam Mohammed  
*Information Booth &  
Merchandise Coordinator*

Paul Steinhauer  
*Flag & Signage  
Coordinator*

Jean Graunke  
*Entertainment  
Coordinator*

Judy Gordon  
*Artisans Coordinator*

Kate & Mark Smith  
*Social Media and Publicity  
Coordinators*

July 18, 2015

Norm Fortier and Fern Houliares  
Town of South Berwick-Flag Brigade  
180 Main Street  
South Berwick, ME 03908

Dear Norm and Fern,

The Strawberry Festival Committee is pleased to notify you that your grant request in the amount of \$425 for **Flag Displays** has been funded with the proceeds from this year's Strawberry Festival.

The original request was for \$585.25 but was adjusted by Paul Steinhauer to the \$425 amount. He indicated he was a member of the Flag Brigade and had updated information on the cost of the Flag Displays being applied for.

Enclosed are 2 copies of the Terms of Grant document, which explains the conditions and requirements of the grant. Please review this document carefully, sign and return 1 of the copies.

Upon receipt of the signed Terms of Grant document we will send you your Grant Award Check.

Please note that:

- You must spend the entire amount of your award on the project outlined in your grant request or return any unused amounts.
- We do not co-sponsor projects. If the amount of this award does not fund the entire project, please notify me immediately.

Please return your expenditure report including copies of receipts for your project to us by the February 28, 2015 deadline. Failure to file your expenditure report may jeopardize any future request for funds.

If you have any questions about the grant or the terms of the award please contact me at 384-4436.

Sincerely,

Scarlett Hanson  
Grant Coordinator

Strawberry Festival Committee



# South Berwick Strawberry Festival

## 2015 Terms of Grant

Norm Fortier and Fern Houliares  
Town of South Berwick-Flag Brigade

Description of Project:  
Flag Displays

Amount of Award: \$425

Deposit of the grant award check signifies your intent to comply with the terms and conditions of the award as outlined below, and serves as our receipt for the enclosed grant award payment.

- **Expenditure of Grant Funds** -The grant award is intended only for the project specified above and detailed in the 2015 Grant Application you submitted. It is subject to any conditions included therein.
  - Grant funds should be expended within 6 months after payment is issued or a written request for an extension of time should be submitted to the Committee.
  - At the end of this period or an approved extended period:
    - any unexpended grant funds should be returned to the Strawberry Festival Committee
    - Upon completion of your project or by the end of the 6-month period (February 28, 2016), **copies of the expenditure receipts must be forwarded to:**  
The SBSF Grant Coordinator, P.O. Box 371, South Berwick, ME 03908.
- Grants must be returned if the Strawberry Festival Committee determines that the grant recipient has not performed in accordance with the Terms of Award, or met the conditions described in the award letter.
- Publicity for your project should make reference to the sponsorship provided by the Strawberry Festival Committee. The Festival Committee requests that when your organization mentions this project, the Strawberry Festival Committee is noted as the sponsor. Many of our recipient's projects include a plaque, if appropriate, indicating the project was funded or donated by the South Berwick Strawberry Festival Committee.

I agree to the above Terms of Award.

\_\_\_\_\_  
Signature

Norm Fortier or Fern Houliares  
Town of South Berwick-Flag Brigade

\_\_\_\_\_  
Printed Name & Phone #

Please Return signed copy to: SBSF Grant Coordinator P.O. Box 371, South Berwick, ME 03908  
Upon receipt of the signed Terms of Grant document we will send you your Grant Award Check.



**TOWN COUNCIL**  
***Agenda Information Sheet***

<b>Meeting Date: August 11, 2015</b>	<b>NB #2</b>
<b>Agenda Item: Accept copier donation</b>	
<b>Department Head Recommendation: Fern Houliares</b>	
<p>Portico Realty has donated a copy machine for use in the Code/Assessing office. Value of the item is unknown.</p> <p>Accept donation for asset purposes.</p>	
<b>Town Manager's Recommendation</b>	
<b>Requested Action</b>	
Accept donation of Brother copier MFC-290c from Portico Realty with thanks.	
<b>Vote</b>	



50 Elm Street  
PO BOX 74  
North Berwick, ME 03906  
207-676-5800

July 31, 2015

To the Town of South Berwick:

Portico Realty is happy to present a donation of a Brother Innobella MFC-290c color inkjet copier to the Code and Assessing Office at town hall.

During our frequent visits to the town office, it has not gone unnoticed that the folks in the Code/Assessing Office have had to make do without a dedicated copier of their own for many years. In appreciation of their quality service and good natured efforts, we are happy to make this donation.

Sincerely,

A handwritten signature in cursive script that reads "Norma Dowling".

Norma Dowling  
Broker-Owner, Portico Realty