

**TOWN OF CUMBERLAND  
MEETING OF THE TOWN COUNCIL  
MONDAY, AUGUST 6, 2001**

**\*\*\* SPECIAL MEETING\*\*\***

- I. Call to order at the Cumberland Town Offices Council Chambers at 7:00 p.m.
- II. Approval of Minutes
  - a) July 23, 2001
- III. Manager's Report
- IV. Public Discussion
- V. Legislation and Policy
  - 01-52 To hold a Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Farmer's Club to hold the annual Cumberland County Fair at the Cumberland Fairgrounds September 23<sup>rd</sup> through September 30<sup>th</sup>, 2001.
  - 01-53 To hold a Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Soccer Club to hold the CSC Labor Day Soccer Tournament at Twin Brook September 1<sup>st</sup> through September 2<sup>nd</sup>.
  - 01-54 To set interest rate to be charged on delinquent 2001 real and personal property Taxes.
  - 01-55 To authorize application of real estate tax payments to the oldest unpaid tax.
  - 01-56 To set rate at which interest will be paid on overpayment of real estate taxes.
- VI. Correspondence
- VII. New Business
- VIII. Adjourn

*MEMBERS OF THE TOWN COUNCIL*

Stephen Moriarty (Chair)	829-5095	Jeffrey Porter	829-4129
Mark Kuntz	829-6482	Harland Storey	829-3939
John Lambert, Jr.	781-5282	Peter Bingham	829-5713
Donna Damon	846-5140		



**TOWN OF CUMBERLAND  
MEETING OF THE TOWN COUNCIL  
MONDAY, AUGUST 6, 2001**

**\*\*\* SPECIAL MEETING\*\*\***

Councilors Present: Stephen Moriarty, Jeffrey Porter, Peter Bingham, Harland Storey, Mark Kuntz, Donna Damon  
Councilors Excused: John Lambert,

I. Call to order at the Cumberland Town Offices Council Chambers at 7:09 p.m.

II. Approval of Minutes

a) July 23, 2001

Councilor Bingham moved to adopt July 23, 2001 minutes as written.

Second by Councilor Porter

VOTE: UNANIMOUS (6)

III. Manager's Report

None

IV. Public Discussion

None

V. Legislation and Policy

01-52 To hold a Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Farmer's Club to hold the annual Cumberland County Fair at the Cumberland Fairgrounds September 23<sup>rd</sup> through September 30<sup>th</sup>, 2001.

Chairman Moriarty opened the Public Hearing at 7:09 pm

No questions or comments from the public were raised

Chairman Moriarty closed the Public Hearing at 7:10 pm

Councilor Storey moved to approve application for a Mass Gathering Permit by the Cumberland Farmer's Club to hold the annual Cumberland County Fair at the Cumberland Fairgrounds September 23<sup>rd</sup> through September 30<sup>th</sup>, 2001.

Second by Councilor Kuntz

VOTE: UNANIMOUS (6)

01-53 To hold a Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Soccer Club to hold the CSC Labor Day Soccer Tournament at Twin Brook Sunday, September 2<sup>nd</sup>.

Chairman Moriarty opened the Public Hearing at 7:11 pm.

Mike Andreasen, President of the Cumberland Soccer Club, briefed the Council regarding the tournament. He said that the amenities required will be in place (ie. Police, Explorer, Rescue presence, as well as restroom facilities). Parking arrangements were addressed.

Chairman Moriarty closed the Public Hearing at 7:20 pm

Councilor Bingham to approve application for a Mass Gathering Permit by the Cumberland Soccer Club to hold the CSC Labor Day Soccer Tournament at Twin Brook Sunday, September 2<sup>nd</sup>.

Second by Councilor Porter

VOTE: UNANIMOUS (6)

- 01-54 To set interest rate to be charged on delinquent 2001 real and personal property Taxes.

Councilor Storey moved to set interest rate of 11.5% to be charged on delinquent 2001 real and personal property taxes.

Second by Councilor Kuntz

VOTE: UNANIMOUS (6)

- 01-55 To authorize application of real estate tax payments to the oldest unpaid tax.  
Councilor Bingham moved to authorize application of real estate tax payments to the oldest unpaid tax.

Councilor Bingham moved to authorize and direct the Tax Collector/Treasurer, pursuant to Title 36, M.R.S.A., section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

Second by Councilor Kuntz

VOTE: UNANIMOUS (6)

- 01-56 To set rate at which interest will be paid on overpayment of real estate taxes.

Councilor Kuntz moved to set rate of 7.5% at which interest will be paid on overpayment of real estate taxes.

Second by Councilor Storey

VOTE: UNANIMOUS (6)

## VI. Correspondence

- Mass Gathering Application – Cumberland Farmers Club
- Mass Gathering Application – Cumberland Soccer Club
- Letter to Cumberland Meadows Residents fm Assistant Town Manager dtd 7/26/01
- Memo to Town Manager fm Kathy Niziolek, Project Manager – Blackstrap Road MEDEP activity report.
- June 2001 Building Permit Report
- Sevee & Maher Engineers report on Chebeague Island Groundwater Study 2001
- Letter fm Schuyler Grant RE: CTC Board dtd 7/27/01
- SAD#51 Agenda for 8/7/01
- Island Institute Casco Bay Forum Meeting Minutes of 6/13/01
- Cumberland County Commissioners “Cumberland County’s Strategic Plan”

- Cumberland County Commissioners Meeting Minutes of 7/9/01
- Solid Waste to R.W.S. Report – July '01

Councilor Damon – Volunteer Field Dedication Invitations

Councilor Kuntz – Inquired about MEDEP; Town Manager to procure the latest report.

VII. New Business

Town Manager recommended that the Nominating Committee meet to fill vacancies within the boards and committees.

Councilor Bingham brought up the issue regarding vegetation removal opposite Chandlers Cove. Councilor Damon mentioned this has been an ongoing problem through the years. The Town Manager was asked to research this issue and report on recent permits issued.

Councilor Porter asked about the schedule for the Chebeague Island Town Council Meeting on August 13<sup>th</sup>. Town Manager said that arrangements have been made and the itinerary will be delivered to the Councilors prior to the meeting.

Councilor Kuntz made a recommendation that if any townspeople have spare time, to consider helping to clean up the cemeteries. Councilor Bingham further suggested that local groups or clubs get involved.

VIII. Adjourn

Councilor Kuntz moved to adjourn meeting at 7:45 pm.

VOTE: UNANIMOUS (6)

Respectfully Submitted,



Lisa Brown

Administrative Assistant



**TOWN OF CUMBERLAND  
MEETING OF THE TOWN COUNCIL  
MONDAY, JULY 23, 2001**

Councilors Present: Stephen Moriarty, Jeffrey Porter, Peter Bingham, John Lambert, Harland Storey, Mark Kuntz, Donna Damon

I. Call to order at the Cumberland Town Offices Council Chambers at 7:05 p.m.

II. Approval of Minutes

a) May 14, 2001

Councilor Porter moved to adopt May 14, 2001 minutes as written.

Second by Councilor Kuntz

VOTE: IN FAVOR (6)  
ABSTAINED (1) Damon

b) June 11, 2001

Councilor Porter moved to adopt June 11, 2001 minutes as written.

Second by Councilor Kuntz

VOTE: IN FAVOR (6)  
ABSTAINED (1) Damon

c) June 25, 2001

Councilor Porter moved to adopt June 25, 2001 minutes as written.

Second by Councilor Lambert

Councilor Damon moved to amend 01-38 striking 'the Chebeague Island':

Building Inspector/Codes Officer Barbara McPheters, proposed a change to a calendar year instead of fiscal year to allow a smoother transition for the Chebeague Island homebuilders. Chairman Moriarty recommended that a draft with proposed amendments be presented to the Council and Planning Board.

Councilor Porter second

VOTE: UNANIMOUS (7)

Vote to adopt the minutes as amended.

VOTE: UNANIMOUS (7)

d) June 28, 2001

Councilor Porter moved to adopt June 28, 2001 minutes as written.

Second by Councilor Lambert.

Chairman Moriarty suggested an amendment to 01-36 to replace 'amended' with 'suggested an amendment to'.

Chairman Moriarty amended suggested an amendment to the Impact Fee Ordinance adding to the Article I. GENERAL PROVISIONS; Section 1.4 Applicability, Number 3 to read:

Councilor Bingham moved to adopt minutes with amendment noted

Second by Councilor Lambert

Vote to adopt minutes with amendment noted.

VOTE: UNANIMOUS (7)

Chairman Moriarty suggested an amendment to 01-36 to:

~~Chairman Moriarty~~ Councilor Porter moved to adopt the Impact Fee Ordinance as written in final draft by the Town Planner with revisions made by Chairman Moriarty noted prior.  
Second by Councilor ~~Porter~~ Bingham.

Councilor Kuntz moved to amend the adoption with amendment noted.  
Second by Councilor Lambert

Vote to approve the amendment.

VOTE: UNANIMOUS (7)

Vote to adopt minutes as amended.

VOTE: UNANIMOUS (7)

e) July 9, 2001

Councilor Porter moved to adopt July 9, 2001 minutes.  
Second by Councilor Kuntz

Councilor Kuntz moved to amend the Town Council Assignment FY 2001-2002  
Strike "Growth Mgmt" from the listing Chebeague Island Library Board of Trustees.

Chebeague Island Library Board of Trustees (~~Growth Mgmt~~) Donna Damon

Second by Councilor Bingham

Vote to adopt minutes as amended.

VOTE: IN FAVOR (6)  
ABSTAIN (1) Moriarty

III. Manager's Report

No Report

IV. Public Discussion

None

V. Legislation and Policy

01-44 To hear report of the Cemetery Association.

Robert Storey, President of the Cemetery Association briefed the Town Council of the their progress, maintenance, capital improvement requests and financial issues. The Cemetery Association is requesting the Town Council to look into a long-term plan to address these issues. After discussion, Chairman Moriarty suggested the Cemetery Association form a Subcommittee to look into these matters more closely and report back to the Council.

01-45 To set date for the Chebeague Island Town Council meeting.

Councilor Bingham moved to set date of August 13, 2001 at 7:00 pm at the Community Hall for the Chebeague Island Town Council Meeting.  
Second by Councilor Lambert



VOTE: Unanimous (7)

- 01-46 To authorize the Town Manager to enter into a public access easement and road maintenance agreement with the Indian Island Company and the Cumberland Mainland and Island Land Trust.

Public Works Director, Adam Ogden explained the offer of the public access easement by the Indian Island Company and road maintenance agreement that would benefit the town and would improve public safety access. Initial grading and cutting brush will be required and drainage improvements will be necessary, as part of road maintenance schedule/budget. Councilor Lambert questioned if the easement provided access to the shore. It was suggested that the Public Works Director provide maps, a copy of the conservation easement given to the Mainland and Island Trust and other information pertinent to this issue at the next meeting.

Councilor Bingham moved to table this article until August 13, 2001 to later discuss at the Town Council Meeting on Chebeague Island.  
Second by Councilor Lambert

VOTE: UNANIMOUS (7)

- 01-47 To set tax rate for FY 2001-02.

Town Manager recommended the removal of \$100,000 appropriated for revaluation and to set the tax at \$23.20; \$1.40 increase from last year due to the school budget.

It was agreed that an updated revaluation take place at a cost of \$75,000, one half funded from undesignated surplus and budgeted for the next fiscal year.

Councilor Lambert moved to amend the 2001-02 Budget to be reduced by \$100,000 to \$5,662,781.00.  
Second by Councilor Bingham

VOTE: UNANIMOUS (7)

Councilor Lambert moved to set tax rate for FY 2001-02 to \$23.20; an increase of \$1.40 or 6.42%.

Second by Councilor Bingham

VOTE: UNANIMOUS (7)

- 01-48 To consider and act on application of Chebeague Island Hall Community Center for a Bottle Club Liquor License.

Councilor Storey moved to approve application of Chebeague Island Hall Community Center for a Bottle Club Liquor License.  
Second by Councilor Lambert

VOTE: IN FAVOR (6)  
OPPOSED (1) Damon

- 01-49 To consider and act on a Special Amusement Permit application for Chebeague Island Hall Community Center.

Council Lambert moved to approve a Special Amusement Permit application for the Chebeague Island Hall Community Center.

Second by Councilor Storey

VOTE: UNANIMOUS (7)

- 01-50 To set date for Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Farmer's Club to hold the annual Cumberland County Fair at the Cumberland Fairgrounds September 23<sup>rd</sup> through September 30<sup>th</sup>, 2001.

Councilor Bingham moved to set date, August 6, 2001 at 7:00 pm, for Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Farmer's Club to hold the annual Cumberland County Fair at the Cumberland Fairgrounds September 23<sup>rd</sup> through September 30<sup>th</sup>, 2001.

Second by Councilor Kuntz

VOTE: UNANIMOUS (7)

- 01-51 To set date for Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Soccer Club to hold the CSC Labor Day Soccer Tournament at Twin Brook September 1<sup>st</sup> through September 2<sup>nd</sup>.

Councilor Bingham moved to set date, August 6, 2001 at 7:00 pm, for Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Soccer Club to hold the CSC Labor Day Soccer Tournament at Twin Brook September 1<sup>st</sup> through September 2<sup>nd</sup>.

Second by Councilor Lambert

VOTE: UNANIMOUS (7)

## VI. Correspondence

- ◆ Ltr fm Ken Cole dtd 5/3/01 to Adam Ogden RE: Public Access Easement and Road Maintenance Agreement between the Town of Cumberland and Indian Island Company
- ◆ Master Summary Report – Monthly vs. YTD Building Permits
- ◆ 2001 Municipal Tax Rate Calculation Form
- ◆ Ltr & petition fm Meadows Homeowner's Association, Cumberland Senior Citizens' Complex, "To Save Our Community Path & Natural Buffer" Committee; to Committee Members and Department Heads
- ◆ 2001-02 Growth Permit Spreadsheet
- ◆ Exempt From Growth Permit List Spreadsheet
- ◆ Growth Permits Voided Spreadsheet
- ◆ Ltr fm Town Harbormaster dtd 7/7/01 RE: Yarmouth Harbor, Waterfront and Boat Ordinance dtd 4/2/01
- ◆ June Solid Waste to RWS Report
- ◆ Cumberland County Commissioners Meeting Minutes of 6/25/01
- ◆ Ltr fm The Coast of Maine Golf School dtd 6/28/01 RE: Maine Junior Golf Day
- ◆ Portland's Chamber of Commerce Business After Hours Invite



- ◆ Town of Cumberland Committee & Board Vacancy Report Listing
- ◆ RateWatcher Phone Guide fm the Public Advocate Office in Augusta
- ◆ National Geographic Issue July 2001; "Urban Sprawl"

Councilor Damon brought up the Health & Safety Forum is circulating a petition regarding signage in certain areas. The children of Chebeague will be making a presentation on August 13<sup>th</sup> at the Town Council Meeting on Chebeague Island.

Councilor Damon announced the Land Trust is going to present the Bates Award to the Cumberland Farmer's Club on August 11<sup>th</sup>, 2001. All are invited. Also, the dedication of the Baseball Field is scheduled for September 1<sup>st</sup>, 2001. All are invited.

## VII. New Business

Town Manager discussed a memorandum from the MMA, requesting municipal representation for Farmland Preservation. Town Manager will mail the memorandum to the Council members.

Councilor Damon discussed the Paper Street issue and its relation to Chebeague Island potential rights of way. There is a list of approximately 20 Paper Streets that will be addressed. Through the Maine Coastal Program, Councilor Damon worked on two projects within the last couple years for the Town Planner that are on file in the Town Hall. The town needs to address this issue regarding rights in the paper streets. Councilor Damon is working on 3 more projects, she recommends the Town Attorney be involved and surveys conducted. Councilor Moriarty recommended a meeting with Councilor Damon to determine how the Town will proceed with the work done thus so far and determine a course of action.

Chairman Moriarty asked where the Growth Management Review is. Councilor Damon mentioned that it will be discussed at the meeting on Chebeague Island.

## VII. EXECUTIVE SESSION

### a) Hardship Abatement

Councilor Bingham moved to enter into Executive Session to discuss Hardship Abatement.

Second by Councilor Storey

VOTE: UNANIMOUS (7)

Councilor Bingham moved to come out of Executive Session.

Second by Councilor Storey

VOTE: UNANIMOUS (7)

Councilor Bingham moved to grant abatement requests made pursuant to 36 MRSA subsection 841(2) in the sum of \$4651.21.

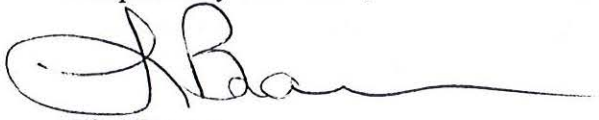
Second by Councilor Kuntz

VOTE: UNANIMOUS (7)

IX. Adjourn

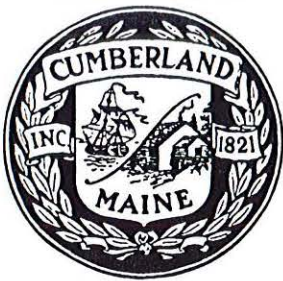
The meeting was adjourned at 8:50 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Lisa Brown', with a long horizontal flourish extending to the right.

Lisa Brown  
Administrative Assistant





# TOWN OF CUMBERLAND, MAINE

290 Tuttle Road

Cumberland Center, Maine 04021-9321

Telephone (207) 829-5559 • Fax (207) 829-2214

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July 26, 2001

Dear Cumberland Meadows Resident:

The purpose of this letter is to update you on several issues relating to your homes.

First, we want to inform you of the status of the building project for the new middle school on the property adjacent to the Cumberland Meadows Senior Housing and Cumberland Meadows Condominiums. We want to assure you that the Town is monitoring the planning process and is working to ensure that the project has the least possible impact on the residential housing surrounding the site. In fact, we hope to improve the drainage in this area by working cooperatively with the engineers for the project. As you may recall, a previous letter mailed to you indicated that we would be correcting the drainage on-site and repaving those driveways/walkways that required it. Since it is necessary to wait to see how the final plans for the school come together, we will not be undertaking any of the drainage work right away, but we will be working on the paving and hope to have it completed by this fall.

You may recall from that previous letter that we would be contacting you to make an appointment to view your apartments to begin tracking the condition of the units. Pam Bosarge will be contacting you shortly to arrange these visits.

We were pleased to receive four applications from residents interested in filling the resident seat on the Housing Authority Board. The applications have been turned over the Town Council Appointments subcommittee who will be conducting "get to know you" interviews soon. We hope that the new Board member will be appointed and ready to serve at our next Authority meeting in September.

One final note: Win Rice will be moving into 64 Hawthorne Court on August 1st. We know that each of you will join us in making her feel welcome in her new home.

As always, if you have any questions, concerns or comments, don't hesitate to contact me at 829-2205.

Enjoy the rest of the summer!

Sincerely,

Carla Nixon

Assistant Town Manager

Housing Authority Executive Director

# Memo

**To:** Bob Benson, Cumberland Town Manager  
**From:** Kathy Niziolek, Project Manager  
**CC:** file  
**Date:** 07/24/01  
**Re:** Blackstrap Road Site/Cumberland, Maine

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At your request, this memo is intended to provide an update of MEDEP activity at and around the above mentioned uncontrolled hazardous substance site.

## **Brief History**

The Blackstrap Road site was extensively investigated from the mid-1980's, through the early 1990s. That series of investigations was unable to determine the source of solvent contamination (tetrachloroethylene, or PERC) known to be present in the bedrock aquifer that serves as water supply to many local residences. Carbon filters were installed at six residential locations impacted with PERC; those water treatment systems were put on a monitoring program designed to track the levels of contaminants and to monitor the effectiveness of protection (from exposure to PERC in the drinking water) provided by the carbon filtration. A well advisory zone was recommended, however, to date it has not been enacted by the town.

In 1995, MTBE was determined to be present in some of the wells (filtered and un-filtered) at low levels. No source area was discovered, and concentration appeared to remain stable or declining over time. It was concluded that the MTBE likely resulted from a single event spill of gasoline, possibly from a lawn mower or other small engine. It was further determined that the MTBE "plume" represented a separate event (from the PERC contamination), impacting an area overlapping the PERC plume.

## **Current Activity**

The Department of Environmental Protection continues to collect and analyze samples from residential water supplies in the Blackstrap road area. The residential monitoring program is a semi-annual event. In addition to residential samples, DEP monitors a local church well, and a small community well. DEP monitors and maintains carbon filters on five water supplies that continue to exhibit concentrations of contaminants above the action level (set at ½ the MEG, or Maine Exposure Guideline) for any given chemical. Filter maintenance activity is based on the results of the monitoring program test results. A network of monitoring wells, installed for the earlier investigations provides additional analytical information; those wells are sampled yearly.



A parcel of land within the recommended well advisory zone was developed for residential use, with three homes constructed. The newly constructed homes share a well, which is included in the DEP monitoring program. Results of those analyses are provided to the developers, who've been instructed that any corrective action required for that water supply is their responsibility. To date, contamination is routinely detected in that well; concentrations remain below the action level, and no corrective action is required.

### **Future Activity**

The DEP plans to continue monitoring area water supplies, and will continue to maintain the water treatment systems in place. In addition, DEP has expressed a commitment to re-install a filter system at one (original) residence, at the owner's request, should that house become occupied in the future.

TM Recommended

01-52  $\Rightarrow$  ope 7:09 closed 7:10 PM

Harland  
Huntz and

Discussion - Peter

Rept heads on Key?

Unanimous (6)

\* Draft overlay from Francis  
Small  
to Aug 27th meeting

01-53 - TM Recommended

7:10 opened PH

8-30 PM - Sat GHS

SUN Both Locations

Anderson - hopes next year to  
be 1 day. explained the  
reason of 2 days

bothcom will be in month



\$250 Admin Fee set by ordinance

Police - 1 + Explorer Troop to coordinate parking

2 medics - 1 at each site will adhere to parking requirements

Victor

Harland voiced that there needs to be a facility user fee of Twinkbrook.

\$250 per field x 3 fields

↳ Jeff explained there is a fee.

Donna - why Sat is less people  
15 teams on Sat

110 teams both days combined

Closed Public Hearing 7:20pm

01-54 TM Recommend 11.5% - Max rate by state law

01-55 Read Paragraph - Admin

## Correspondence

Donna - Volunteer Field invitations  
Donated by Resident

Mark - DEP - W. Cumberland  
found it vague looking for actual  
#s

TM will ask for latest report.

Well done - Peter asked

Bob will check on recommendation  
from meeting past

## New Biz

TM - Nominating Committee

Peter - Budget report - 1st month  
Right on ppendng

also Chandlers Cove - stripped  
Donna said this has vegetation  
been an ongoing problem.

Donna recommends Dept Heads looks into  
topography issues.

Note for Bob - Look into this - who is responsible  
for this Town or State - jurisdiction??



Jeff - ~~permanence~~ for Chesapeake meeting

Mark - Cemetery Assn - asking for volunteers  
to help clean up - his family made  
a 2 hour  
Peter suggested local groups to do this

Harland - Potholes in Moss Side cemetery  
Asked Town to help  
Road needs help - potholes.

Donna - None



# MEMO

**Date:** 8/1/01

**To:** Town Council Members

**From:** Robert Benson

In regards to the Public Hearings being held on Monday, August 6<sup>th</sup>, both Mass Gathering permits have been included in your Council packets. You will note that the Cumberland Soccer Club is going to be at Twin Brook on Sunday only from 8:00 am to 7:00 pm. We are not concerned with the school grounds regarding the Mass Gathering. The Town Clerk informed me both applications are complete and describe the support, enforcement and safety procedures they intend to have at Twin Brook and Fairgrounds.

If you have any questions or need additional information, please contact do not hesitate to call.

Thanks,

Bob



# TOWN OF CUMBERLAND

Publication dates: \_\_\_\_\_  
Publication names: \_\_\_\_\_  
Date filed: 07-01-01  
Fee rec'd: \$250  
Date Ordinance received: \_\_\_\_\_  
Issued: \_\_\_\_\_  
Denied: \_\_\_\_\_

## Mass Gathering Application -- Minor Large Outdoor Event (1,000 - 4,999 persons)

This application must be filed with the Town Clerk not less than 60 days before the date of the event.  
Application must be accompanied by a non-refundable fee of \$250.

Name of applicant: Cumberland Farmers Club  
Address of applicant: 194 Blanchard Rd. Tel. # 829-5531  
Name of event: Cumberland Fair 2001 130<sup>th</sup> year  
Facility where the event will be held: Cumb. Fair Grounds  
Is the facility owned by the applicant: X yes; \_\_\_\_\_ no, (if no, attach a copy of the contract with the owner which allows use of the property)  
Name of promoter (if different from above): N.A.  
Telephone number: 829-5531 Fax 829-3205 Each day  
Date of event: Sept 23-30 Time (start and finish times): 7:00 AM to 11:00 PM  
Number of tickets available 5,000  
Expected attendance 45,000 for 7 days  
Description of event: Our 130<sup>th</sup> year Agricultural Fair  
OX pulling & Horse pulling Rides Games  
Horse Racing Exhibition Hall Show Cattle Show  
Horses pig Races ENTERTAINMENT & DEMONSTRATIONS of a  
Kinds Museum Greenhouse,  
Will any food vendors be serving at the event? ✓ yes, \_\_\_\_\_ no (if yes, how many, and what types) At least 20 booths All types  
pizza Hot dog French Fry Cotton Candy  
Bake Bean pig Roast Fry Dough EXT.

Will any alcohol vendors be serving at the event? ☒ yes, \_\_\_\_\_ no (if yes, list name and attach a copy of the vendors license to sell alcohol, describe alcohol will be served) IN Club House  
of Beer Garden State Approved

Describe the three most recent outdoor performances of the group, performer, or event being proposed. Include location, date(s), number in attendance, promoter or sponsoring person or organization.

1. N.A.

2. \_\_\_\_\_

3. \_\_\_\_\_

**Description of facility:**

- A. Seating capacity: 5,000 permanent; 300 temporary  
B. Other seating capacity: 100 festival; N.A. standing room only (sq. ft)  
C. Number of toilets available: 40 permanent; 25 portable  
D. Number of parking spaces available: 8,000 on-site; 2,500 off-site  
E. Are all parking lots lighted (applicable only if event runs into evening hours)  
✓ yes; \_\_\_\_\_ no, if no, which lots are not lighted \_\_\_\_\_

F. Source of potable water: Portland Water District

G. Refuse containers available, number and size: 500 55 gal  
Drums with liners.

H. Name of refuse disposal company (attach a copy of the agreement to pick up refuse)  
PINT TREE WASTE INC.

I. When will refuse be picked up? Before 8:00 AM Daily

**Public Safety:**

J. Describe first aid facilities: 8'x10' Building Staffed By  
Cumb. Rescue.



- K. Describe emergency facilities: Cumb Fire Dep. Cumb  
Rescue Dep. Sat + Sunday Fire Truck  
on grounds.
- L. Describe communication facilities: 2 way Radios 35 units  
18 Golf Carts  
Audio Sound, Inc.
- M. Number of certified police officers: Handled By Cumb police  
+ State Police at Gates
- N. Other security personnel (include company name and qualifications): IN House  
Staff some police officers + fire officers
- O. Describe fire personnel: Cumb Fire Dep.

Other

- P. Name of liability insurance Harvard Insurance  
Desman + Payne  
Amount of coverage 1.5 Million amount of property insurance N.A.
- Q. Preferred type of performance guarantee (i.e.. escrow account, irrevocable letter of credit)  
\_\_\_\_\_

Francis M. Small  
Authorized signature

On 6-29-01 (date), I received a copy of the Cumberland Mass  
Gathering Ordinance. Francis M. Small (authorized signature)

TO: FIRE CHIEF, RESCUE CHIEF, POLICE CHIEF AND BUILDING INSPECTOR

FROM: KLARA NORTON: PLEASE REVIEW APPLICATION. IF YOU HAVE QUESTIONS OR  
SEE PROBLEMS, PLEASE LET ME KNOW BEFORE PH ON AUGUST 6th. THANKS!!

## **MASS GATHERING CHECK LIST**

**NAME EVENT:** Cumberland Farmers Club

**DATE of EVENT:** 09-23-01 thru  
09-30-01

☒ (1) **Gave correct APPLICATION and ORDINANCE**

☒ (2) **Is application complete (60 days before event)**

☒ (3) **Collect FEE:** 250 **Waive FEE:**       

(4) **DOCUMENTS needed:**

☒ (1) **Liability Insurance Info**

☐ (2) **Type of Performance Guaranty**

☒ (3) **Contract with fairgrounds**

(4) **Written PLAN for adequate:**

☒ a. **Waste Disposal contract/facilities**

☒ b. **First aid/rescue/fire/police personnel**

☒ c. **First aid/rescue/fire/police equipment**

☒ d. **First aid/rescue/fire/police facilities**

☒ e. **Communication facilities**

☒ f. **Parking facilities**

☒ g. **(M) crowd security of private property**

☒ h. **(M) traffic control**

yes i. **Food Vendors? Send license apps.**       

yes \* j. **Alcohol served? Liquor license ?**       

       k. **Liquor Liability Insurance?**

       (5) **Copy of application to FC, PC, RC, TMgr**

07-23 (6) **Schedule PUBLIC HEARING**

08-06 (7) **Public Hearing DATE**

       (8) **Sent permit Certificate**



# TOWN OF CUMBERLAND

Publication dates: \_\_\_\_\_

Publication names: \_\_\_\_\_

Date filed: 07-18-01

Fee rec'd: \_\_\_\_\_

Date Ordinance received: \_\_\_\_\_

Issued: \_\_\_\_\_

Denied: \_\_\_\_\_

## Mass Gathering Application -- Minor Large Outdoor Event (1,000 - 4,999 persons)

This application must be filed with the Town Clerk not less than 60 days before the date of the event.  
Application must be accompanied by a non-refundable fee of \$250.

Name of applicant: Cumberland Soccer Club

Address of applicant: c/o Victor Otley 36 Partridge Dr. Cumberland ME Tel. # 829-5532

Name of event: CSC Labor Day Soccer Tournament

Facility where the event will be held: Twinsbrook + Greely High School

Is the facility owned by the applicant: \_\_\_\_\_ yes; X no, (if no, attach a copy of the contract with the owner which allows use of the property)

Name of promoter (if different from above): \_\_\_\_\_

Telephone number: High School 8-4 pm Twinsbrook 8 am to 7:00 pm

Date of event: 9/1/01 - 9/2/01 Time (start and finish times): 8a - 3p sat.  
8a - 7p sun.

Number of tickets available \_\_\_\_\_

Expected attendance 2,000 +/- 110 teams

Description of event: Annual Labor Day soccer tournament. Club  
teams from area

Will any food vendors be serving at the event? X yes, \_\_\_\_\_ no (if yes, how many, and what types) High School -

Twinsbrook - possible sandwiches/pizza from Food Stop

Will any alcohol vendors be serving at the event? \_\_\_\_\_ yes, X no (if yes, list name and attach a copy of the vendors license to sell alcohol, describe alcohol will be served) \_\_\_\_\_

Describe the three most recent outdoor performances of the group, performer, or event being proposed. Include location, date(s), number in attendance, promoter or sponsoring person or organization.

1. Previous Labor Day Tournaments

2. \_\_\_\_\_

3. \_\_\_\_\_

**Description of facility:**

- A. Seating capacity: \_\_\_\_\_ permanent; \_\_\_\_\_ temporary
- B. Other seating capacity: \_\_\_\_\_ festival; \_\_\_\_\_ standing room only (sq. ft)
- C. Number of toilets available: \_\_\_\_\_ permanent; 6 portable
- D. Number of parking spaces available: \_\_\_\_\_ on-site; \_\_\_\_\_ off-site
- E. Are all parking lots lighted (applicable only if event runs into evening hours)  
\_\_\_\_\_ yes; \_\_\_\_\_ no, if no, which lots are not lighted \_\_\_\_\_

F. Source of potable water: Town Water

G. Refuse containers available, number and size: 8 Lg containers, emptied as needed or at end of day.

H. Name of refuse disposal company (attach a copy of the agreement to pick up refuse)  
D/O at Greeley High School Dumpster

I. When will refuse be picked up? After each day

**Public Safety:**

J. Describe first aid facilities: Combined Rescue -



K. Describe emergency facilities: Cumberland Rescue - Contracted  
for both days

L. Describe communication facilities: Cumberland Police - contract  
for SUNDAY

M. Number of certified police officers: ONE

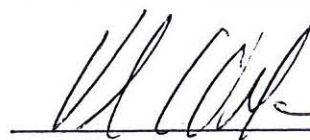
N. Other security personnel (include company name and qualifications): Employee  
volunteers

O. Describe fire personnel: \_\_\_\_\_

Other

P. Name of liability insurance SOCCER MAINE - CIGNA  
Amount of coverage \$3,000,000; amount of property insurance \_\_\_\_\_

Q. Preferred type of performance guarantee (i.e.. escrow account, irrevocable letter of credit)  
\_\_\_\_\_



Authorized signature

On 07-18-01 (date), I received a copy of the Cumberland Mass  
Gathering Ordinance. Mike J. Andrews (authorized signature)

Mike Andrews - 829-4589  
Pres of Soccer Club

7-25-01  
TO: FIRE CHIEF, RESCUE CHIEF, POLICE CHIEF AND BUILDING INSPECTOR

FROM: KLARA NORTON: PLEASE REVIEW APPLICATION. IF YOU HAVE ANY QUESTIONS OR SEE PROBLEMS, PLEASE LET ME KNOW BEFORE PH ON AUGUST 6th. THANKS!!

## MASS GATHERING CHECK LIST

NAME EVENT: Cumberland Soccer Club

DATE of EVENT: 09/01 and 09/02/01

- ☒ (1) Gave correct APPLICATION and ORDINANCE  
☒ (2) Is application complete (60 days before event)

☒ (3) Collect FEE: 350 Waive FEE: \_\_\_\_\_

(4) DOCUMENTS needed:

OK (1) Liability Insurance Info

~~X~~ (2) Type of Performance Guaranty

NA (3) Contract with fairgrounds

(4) Written PLAN for adequate:

OK a. Waste Disposal contract/facilities

   b. First aid/rescue/fire/police personnel

   c. First aid/rescue/fire/police equipment

   d. First aid/rescue/fire/police facilities

   e. Communication facilities

   f. Parking facilities

   g. (M) crowd security of private property

   h. (M) traffic control

   i. Food Vendors? Send license apps. \_\_\_\_\_

NO j. Alcohol served? Liquor license ? \_\_\_\_\_

NA k. Liquor Liability Insurance?

☒ (5) Copy of application to FC, PC, RC, TMgr

07-23 (6) Schedule PUBLIC HEARING

08-06 (7) Public Hearing DATE

   (8) Sent permit Certificate



# **UNITED SOCCER FEDERATION OF MAINE**



## **NON-PROFIT ORGANIZATION LIABILITY INSURANCE**

**DECLARATIONS  
NON-PROFIT ORGANIZATION LIABILITY POLICY  
INCLUDING EMPLOYMENT PRACTICES LIABILITY COVERAGE**

**RELIANCE INSURANCE COMPANY**

Policy No: **NDA1570960**  
Renewal of Policy No: **NDA165576704**

**NOTICE: THIS IS A CLAIMS-MADE POLICY. THIS POLICY, SUBJECT TO ITS TERMS, APPLIES ONLY TO ANY "CLAIM" (AS DEFINED HEREIN) MADE AGAINST THE INSURED DURING THE POLICY PERIOD.**

These Declarations along with the completed signed Application including attachments, and the Policy with Endorsements shall constitute the contract between the Insureds and the above Insurer.

Item A. Parent Organization:  
**UNITED SOCCER FEDERATION OF MAINE**

Principal Address:  
**35 FARVUE AVENUE  
BANGOR, MAINE 04401**

Item B. Policy Period:  
From **October 5, 1999** to **October 5, 2002**  
(12:01 A.M. Standard Time at Principal Address Stated hereof)

Item C. Limit of Liability: **\$1,000,000.00** in the Aggregate.

Item D. Retention: **\$1,000.00** each Claim.

Item E. 1st Installment:	<b>\$1,896.00</b>	Effective October 5, 1999
2nd Installment:	<b>\$1,896.00</b>	Effective October 5, 2000
3rd Installment:	<b>\$1,896.00</b>	Effective October 5, 2001

Item F. Form numbers of endorsements attached at issuance:  
**NPO3518, NPO3519-ME, ENDT. #1**

Date of Issue: **November 15, 1999**

By:   
Authorized Representative

NPO 3500 (10/97)  
**RELIANCE INSURANCE COMPANY / 98075**



# NONPROFIT DIRECTORS AND OFFICERS LIABILITY COVERAGE HIGHLIGHTS

## UNITED SOCCER FEDERATION OF MAINE

INSURANCE COMPANY: **RELIANCE INSURANCE COMPANY**

- INSURED:**
- State Association and its Nonprofit Affiliates, including any individual who was, now is, or shall be a director, officer, trustee, employee, volunteer, or committee member of the association.
- POLICY PERIOD:**
- October 5, 1999 to October 5, 2002
- POLICY LIMITS:**
- \$1,000,000 in the Aggregate
- POLICY TYPE:**
- Coverage limited to liability only for claims made against the insureds during the policy period.
- RETENTION:**
- \$1,000 Each Claim
- COVERAGE:**
- Legal expenses paid on your behalf as they are incurred
  - Employment Practices Liability coverage, including wrongful termination, sexual harassment, discrimination, and breach of employment contract
  - Mental anguish/emotional distress coverage for employment related claims
  - Duty-to-defend against groundless, false or fraudulent lawsuits
  - Wrongful Act means any actual or alleged act, error, omission, misstatement, misleading statement, neglect or breach of duty committed by the Organization or an insured in the performance of duties on behalf of the entity
  - Defense costs are paid in addition to the limit of liability
  - Retention applies to every claim
  - Insured must consent to any settlement negotiated by the insurer
- EXCLUSIONS:**
- Fraudulent or dishonest acts
  - Bodily injury, sickness, disease or death, personal injury including emotional distress and mental anguish (except discrimination against a third party or employment related claims)
  - Property Damage
  - Breach of contract claims, except contracts relating to employment by the insured associations

THIS OUTLINE IS ONLY FOR GENERAL INFORMATION AND NONE OF THE ABOVE SHALL AMEND OR ALTER THE INSURANCE CONTRACT. THE WORDING OF THE POLICY CONSTITUTES THE ONLY AGREEMENT BETWEEN THE INSURED AND THE INSURANCE COMPANY.



NATIONAL ADMINISTRATOR:  
• **BENE-MARC, INC.** •

4255 BRYANT IRVIN RD., SUITE 201 • FORT WORTH, TEXAS 76109

# Non-Profit Organization Liability Insurance

## Definition - Basics

Provides coverage for claims **alleging mismanagement** within an organization. Covers legal defense expenses even when allegations are groundless or false. In event the organization is found liable, D & O insurance will pay the settlement. Most common types of claims involving non profit organizations are:

- Wrongful termination
- Discrimination (age, race, gender)
- Sexual harassment

These three areas account for **Eighty Percent** of lawsuits filed against non profit organizations.

## Definition of a Wrongful Act

Means any actual or alleged, error or omission, negligent act, misleading statement, or breach of duty committed by the organization or by an insured in the performance of duties on **behalf of the "entity"**.



### **Who is covered by United Soccer Federation of Maine D & O Insurance Policy?**

- Each affiliated club of United Soccer Federation of Maine
- United Soccer Federation of Maine
- Any individual who was, is, or shall be a director, officer, trustee, employee, committee member or volunteer.

### **Common Misconceptions**

**Nonprofits are not likely to be sued.**

**Reality** - In today's litigious environment no organization is immune from being named in a lawsuit. Claims against nonprofit organizations have risen dramatically in the last 10 years.

**State and Federal laws limit your liability.**

**Reality** - While these laws offer protection for your board members and other volunteers, they **do not protect the organization** itself or its assets.

They also make no provision for **your legal defense**.

## **Maine Your Policy Specifics**

- Insurance Company - Reliance Insurance Company
- Policy effective date - October 5, 1999 - October 5, 2002
- Limits of Liability - \$1,000,000 each affiliate  
Subject to a \$1,000,000 policy aggregate
- Defense costs are outside the limit of liability.
- Legal defense costs are paid by the insurance company as costs are incurred.
- Each Claim Settlement (monetary damages, judgments and settlements) subject to a \$1,000 retention
- Claims must be made and reported to the insurance carrier during the policy period.
- Policy will pay on the insureds behalf all loss for which the insured shall be legally obligated to pay resulting from civil claims that are made against the insured because of a wrongful act.
- Loss means any **amount** which the insured is legally obligated to pay for any claim or claims made against the insured during the policy period for wrongful acts.



## **REPORTING OF POTENTIAL CLAIMS WOULD INCLUDE:**

- Written report of the specific act including the date (s) and the insured's involved.
- Date and circumstances by which the insured became aware of the wrongful act.
- The "loss" which may reasonably result.

## **EXAMPLE OF CLAIMS RECEIVED BY BENE-MARC**

1. Alleged wrongful suspension of a player by a club for violating bylaws and rules of the association.
2. Alleged wrongful suspension of coach for violating bylaws and rules of the association.
3. Alleged failure of association to allow team to play in a tournament.
4. Alleged discrimination by an employee of an association.

**TOWN OF CUMBERLAND**  
**MASS GATHERING ORDINANCE**

THE TOWN OF CUMBERLAND HEREBY ORDAINS the following to be the Mass Gathering Ordinance -

**I. STATEMENT OF PURPOSE**

The Town of Cumberland is concerned about the adverse effect to the general health and safety of the community that may result from large crowds which attend outdoor events, including exhibitions, festivals, music concerts and fairs. Large gatherings may lead to sanitation problems, resulting from inadequate waste disposal, insufficient drinking water and ill-equipped first aid facilities; such gatherings may also threaten the safety of the community through the obstruction of roads, violations of liquor and drug laws, and destruction of property. Further, large gatherings that occur within a short period of time create traffic congestion, crowd control, health, sanitation and safety problems which are greater than those which accompany gatherings which occur over a longer duration. Therefore, the following ordinance is hereby ordained for the purposes of protecting the general welfare, preventing disease, promoting health and providing for public safety.

**II. DEFINITIONS**

A. Large Outdoor Event - means any gathering held outdoors with the intent to attract one thousand (1,000) or more persons for a festival, exhibition, amusement show, fair, theatrical performance, musical performance or other similar activity. Large Outdoor Events are regulated depending on their anticipated attendance, and so there are two categories of Large Outdoor Events:

1. Major Large Outdoor Event - means a Large Outdoor Event which is held with the intent to attract a continued attendance of five thousand (5,000) or more persons for any length of time.
2. Minor Large Outdoor Event - means a Large Outdoor Event which is held with the intent to attract a continued attendance of fewer than five thousand (5,000) persons for any length of time.

B. Town - means the Town of Cumberland.

C. Town Council - means the Town Council of the Town of Cumberland.

D. Person - means any natural person, sole proprietor-ship, partnership, corporation or other entity.

E. Operator - means the person responsible for the Large Outdoor Event.



- F. Performance Guaranty - means an irrevocable letter of credit from a banking institution authorized to do business in Maine, cash escrow, or other financial guarantee acceptable to the Town Council and in a form approved by the Town Attorney, provided by an applicant for a Large Outdoor Event license to guarantee the payment of: the costs of the prompt cleaning of the grounds after the close of the Large Outdoor Event; and the Town police, fire, rescue and public works costs for traffic control, public safety, first aid, fire prevention and law enforcement activities performed by the Town as a result of the Large Outdoor Event (the "Public Costs"). These public costs shall be those costs incurred by the Town in connection with the proposed Large Outdoor Event which would not be incurred by the Town if the Large Outdoor Event were not held. Promptly following the Large Outdoor Event, the Town shall release the Performance Guaranty if the Operator pays all such Public Costs within ten (10) working days after the Large Outdoor Event.
- G. Assembly Area - means that portion of the premises on which the Large Outdoor Event is held within which persons in attendance are expected to sit or stand.

### III. REQUIREMENT OF A LICENSE FOR LARGE OUTDOOR EVENTS

- A. No person may sponsor, promote, operate or hold any Large Outdoor Event unless a license therefore is first obtained from the Town Council of Cumberland.
- B. The licensing procedure will be administered in the following manner:
1. The person(s) seeking a license must file an application form with the Town Clerk of the Town of Cumberland no less than 60 days before the proposed commencement of the Large Outdoor Event.
  2. The fee for the license shall be established by order of the Town Council and must accompany the application. Money received under this ordinance will help defray costs of its administration. The Town Council may at its discretion reduce or waive the fee for charitable and nonprofit organizations.
  3. The application, files with the Town Clerk, must include a contract with the property owner allowing use of the facility or property, unless the property or facility is owned by the applicant.
  4. Within 5 days of the receipt of an application, the Town Clerk shall notify the Town Manager, Police, Fire and Rescue Chiefs of the application.
  5. Before a license may be issued hereunder, the Town Council shall hold a public hearing, in order to review the application and determine the conditions required to

safeguard the public health, safety and welfare. The license applicants have the right to attend and to represent their interests at such hearing. When considering the issuance of a license for a Large outdoor Event, the Town Council may seek advice from the Police Chief, Fire Chief, Rescue Chief, Code Enforcement Officer, Health Officer and such other Town officials as it deems necessary. After assessing the possible effects that the proposed event may have on the public's health, safety and welfare, the Town Council may deny the license or grant the license, or grant the license and impose such reasonable conditions on the issuance of a license as would safeguard the public interest; including, requiring the applicant to:

a. post a performance guaranty in a form acceptable to the Town Attorney in an amount estimated by the Town Council to be equal to the Public Costs described in paragraph II F of this Ordinance.

b. agree to hiring of certified police officers, and rescue and fire personnel at the expense of the licensee. The Police Chief, Fire Chief and Rescue Chief will be notified no less than 45 days before the proposed event that the personnel will be needed;

c. demonstrate, by means of a written, descriptive plan addressing the standards of this Ordinance, that adequate facilities will be provided at the site of the Large Outdoor Event, in order to protect the health of the people who attend, including:

i. adequate waste disposal facilities;

ii. adequate fire fighting, rescue and police personnel;

iii. adequate water supplies;

iv. adequate first aid, rescue and fire facilities, and police equipment; and

v. adequate communication facilities;

d. give notice to the appropriate Town, County and State officials, as named by the Town Council;

e. demonstrate, by means of a written descriptive plan, that adequate parking spaces will be available;

f. provide, for Major Large Outdoor Events, a detailed plan showing how crowd security and police protection of private property will be accomplished;

g. provide, for Major Large Outdoor Events, a detailed plan for controlling traffic, which shall contain:



- i. a description of routes which persons attending are likely to take;
  - ii. methods to be used to publicize alternative routes;
  - iii. the number of persons who will be present to direct traffic at the site both before and after the event and their locations, and;
  - iv. a description of what means will be available to remove disabled vehicles from locations under the control of the Operator where such vehicles would prevent the free flow of traffic.
- h. provide a contract with a waste disposal company to remove waste from the site.

#### IV. LICENSE STANDARDS

In reviewing Large Outdoor Event license applications submitted pursuant to Section III A, the Town Council shall determine whether to issue a license based upon whether the application meets all of the following standards:

- A. Access - That convenient and safe access for the ingress and egress of pedestrian and vehicular traffic exists, and that all public roadways in the proximity of the Large Outdoor Event shall be adequately staffed with uniformed police officers to insure safety to all the public.
- B. Grounds
  - 1. That each Large Outdoor Event Assembly Area shall be well drained and so arranged to provide sufficient space for persons assembled, vehicles, sanitary facilities, and appurtenant equipment.
  - 2. That trees, underbrush, large rocks and other natural features shall be left intact and undisturbed whenever possible, and the natural vegetative cover shall be retained, protected, and maintained so as to facilitate drainage, prevent erosion, and preserve the scenic attributes.
  - 3. That the grounds shall be maintained free from accumulation of refuse, and from health and safety hazards constituting a nuisance as defined.
  - 4. That illumination shall be provided at night beginning one half hour before sunset to protect the safety of the persons at the Large Outdoor Event. The Assembly Area shall be adequately lighted, but lighting shall not unreasonably reflect beyond the Assembly Area boundaries unless adjacent properties are uninhabited.



5. That parking shall be provided for persons arriving by vehicular means; that service road and parking spaces shall be located so as to permit convenient and safe movement of vehicular and pedestrian traffic and free passage of emergency vehicles; that the width of the service road should not be less than the following: 1 traffic lane -- 12'; 2 traffic lanes -- 24'; parallel parking lanes -- 7', that adequate parking space shall be provided which means that there shall be at least one parking space to every three persons and the density shall not exceed one hundred passenger cars or 30 buses per usable acre.

6. That at least ten (10) square feet per person shall be provided on the site for a Large Outdoor Event with assigned seating; that at least fifteen (15) square feet shall be provided for a Large Outdoor Event with festival seating; and that no overnight assemblage shall be permitted.

C. Water Supply -

1. That an adequate, safe supply of potable water, meeting the requirements of the State Department of Human Services, Division of Health Engineering, shall be provided and that common cups shall not be used.

2. That transported water shall be obtained from an approved source, stored and dispensed in an approved manner. Approval as used in this paragraph means in compliance with standards adopted by the State Department of Human Services, Division of Health Engineering.

D. Sanitation -

1. That where water is distributed under pressure and flush toilets are used, the water system shall deliver water at a normal operating pressure (20 lbs per square inch minimum to all fixtures at the rate of at least 30 gallons per person per day).

2. That when water is not available under pressure, and non water carriage toilets are used, at least 3 gallons of water per person per day shall be provided for drinking and lavatory purposes.

3. That where water under pressure is not available, equivalent facilities shall be provided and installed in accordance with the requirements of the Department of Human Services, Bureau of Health, Mass Gathering Rules and Informational Guidelines.

4. That sanitary facilities shall be separate for males and females, and shall be provided at the rate of one for each 200 persons. Any other proposal for providing sanitary facilities must be in accordance with the requirements of the Department of Human Services, Bureau of Health, Mass Gathering Rules and Informational Guidelines.



5. That the required sanitary facilities shall be conveniently accessible and well defined.

6. That each toilet shall have a continuous supply of toilet paper.

7. That service buildings or rooms housing required plumbing fixtures shall be constructed of easily cleanable, nonabsorbent materials; the buildings, service rooms, and required plumbing fixtures located therein shall be maintained in good repair and in a clean and sanitary condition.

8. That separate service buildings or rooms containing sanitary facilities, clearly marked, shall be provided for each sex, and each toilet room shall be screened so that the interior is not visible from the outside.

9. That wastewater shall be discharged in a manner consistent with the requirements of the State Department of Human Services, Division of Health Engineering.

10. That disposal and/or treatment of any excretion or liquid waste shall be in a manner consistent with the requirements of the State Department of Human Services, Division of Health Engineering.

E. Refuse Disposal

1. That refuse shall be collected, stored, and transported in such a manner as to protect from odor, infestation of insects and/or rodents any and other nuisance condition, or conditions which are inconsistent with the health, safety, and welfare of the patrons of the Large Outdoor Event or of the public.

2. That refuse containers shall be readily accessible and that one (1) fifty gallon refuse container or its equivalent shall be provided for each one hundred persons anticipated or that one (1) sixteen (16) cubic yard trash container shall be provided for every five thousand (5,000) persons anticipated. All trash barrels shall be lined with plastic bags.

3. That the area where motor vehicles are parked shall have one (1) fifty, (50) gallon refuse container or its equivalent for every two hundred, (200) such motor vehicles.

4. That all refuse shall be collected from the Assembly Area at least twice each twelve (12) hour period of the Large Outdoor Event, with a minimum of two (2) such collections per Large Outdoor Event exceeding six (6) hours, or more if it is necessary, and disposed of at a waste disposal site approved by the Town.

5. That the grounds and immediate surrounding property shall be cleared of refuse within twenty-four (24) hours following the Large Outdoor Event.

F. Vermin Control - That insects, rodents and other vermin shall be controlled by proper sanitation practices, extermination or other safe, and effective control methods, where necessary animal parasites and other disease-transmitting nuisances shall be controlled.

G. Safety

1. That where an electrical system is installed, it shall be installed and maintained in accordance with the provisions of the applicable State standards and regulations and the Town's Electrical Codes.

2. That the grounds, building, and related facilities shall be maintained and used in a manner as to prevent fire and in accordance with the applicable local fire prevention regulations.

3. That internal and external traffic and security control shall meet requirements of the applicable State and local law enforcement agencies.

4. That the Town of Cumberland Fire Department has been informed of the Large Outdoor Event and that adequate fire protection equipment is available.

5. That for Large Outdoor Events, at least one law enforcement officer per 1,000 persons expected to attend the Large Outdoor Event shall be on site to assist in crowd and traffic control, and for Major Large Outdoor Events, there shall be a minimum ratio of 5 officers for every 2,000 additional persons beyond 5,000 persons in attendance.

H. Medical

1. That emergency medical services shall be provided. All personnel must be Cumberland Rescue personnel and/or approved by the Chief of the Cumberland Rescue Department and they shall be licensed by the State of Maine, as either Physician Assistant, R.N., or Emergency Medical Technician.

2. That a First Aid building or tent with adequate medical supplies shall be available.

3. That an adequate number of vehicles duly licensed by the State of Maine as ambulances shall be available on the site during the complete time of the Large Outdoor Event.

4. That telephone and radio communications shall be provided and kept available for emergency purposes.

5. That the Chief of the Cumberland Rescue Department shall determine the number of E.M.T. personnel and ambulances needed.



I. Noise

1. No Major Large Outdoor Event shall continue beyond 11:00 p.m.

VI. Waivers

The Town Council may, in its discretion, waive any of the requirements under Section III of this Ordinance, if it finds the requirement of information or materials with the application is unnecessary or irrelevant to the review of a particular mass gathering permit application.

V. Enforcement, Penalty, Assignability

The Town Of Cumberland shall enforce this Ordinance through its Code Enforcement Officer. Anyone violating any provision of this Ordinance shall be subject to a fine in an amount to be set per order of Town Council for each violation. Each day such violation continues shall constitute a separate offense. Licenses issued hereunder shall not be transferable or assignable.

AMENDED: 12/28/81  
4/22/96

## Master Summary Report

### Monthly Building Permits

June, 2001

Access. Struct.	1	\$7,000.00	\$0.00
Addition	7	\$219,500.00	\$765.00
Conversion	1	\$6,000.00	\$0.00
Deck	4	\$8,700.00	\$70.00
Demolition	1	\$0.00	\$10.00
Garage	2	\$60,000.00	\$102.00
House	7	\$1,370,000.00	\$3,650.40
House / Seasonal	3	\$255,000.00	\$541.05
Pool	2	\$25,180.00	\$142.20
Renovation	5	\$11,800.00	\$70.00
Shed	1	\$3,000.00	\$20.00
<b>Totals</b>	<b>34</b>	<b>\$1,966,180.00</b>	<b>\$5,370.65</b>

### YTD Building Permits

Access. Struct.	1	\$7,000.00	\$0.00
Addition	22	\$613,448.00	\$1,926.20
Alterations	3	\$41,500.00	\$163.00
Barn	2	\$11,000.00	\$211.60
Commercial	1	\$500,000.00	\$1,650.00
Conversion	2	\$21,000.00	\$40.00
Deck	11	\$28,360.00	\$192.00
Demolition	3	\$0.00	\$30.00
Float	1	\$24,000.00	\$75.00
Garage	8	\$218,000.00	\$879.60
Gazebo	1	\$1,000.00	\$0.00
House	25	\$4,872,235.00	\$12,354.75
House / Seasonal	3	\$255,000.00	\$541.05
Pier	1	\$8,500.00	\$75.00
Pool	3	\$35,180.00	\$181.40

<i>Renovation</i>	24	\$386,770.00	\$1,307.20
<i>Retaining Wall</i>	1	\$148,000.00	\$75.00
<i>Shed</i>	5	\$7,300.00	\$67.00
<i>Temp. Structure</i>	1	\$0.00	\$25.00
	118	\$7,178,293.00	\$19,793.80

*Electrical Permits for June, 2001*

<i>Count</i>	<i>Fee</i>
18	\$268.00

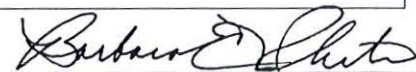
*YTD Electrical Permits*

<i>Count</i>	<i>Fee</i>
74	\$1,381.00

*Plumbing Permits for June, 2001*

<i>Count</i>	<i>Fee</i>
20	\$2,044.00

<i>Count</i>	<i>Fee</i>
80	\$7,690.00



Barbara McPheters  
Building Inspector



7/27/01  
COMM  
8-6-01  
RJ

Mr Robert Benson  
Town Manager  
Town of Cumberland

Dear Bob,

You probably know by now that I chose not to re-up for another term on the Board of CTC. Doug Clark is now President and should be your primary contact, unless notified otherwise. Mark Dyer continues on the Board. Allen Malony, although no longer on the Board, continues to serve as an "at large" member of the Operations Committee and adviser to the employees regarding day-to-day operations of the company.

I enjoyed working with you during the past year and hope relations with the Town and CTC continue on a friendly basis.

Best regards,

Schyler

Schyler Grant

# SOLID WASTE TO R.W.S.

YEAR MONTH	2001	1996	1997	1998	1999	2000
January	211.07	179.89	204.61	192.30	191.10	184.53
February	163.98	154.08	152.55	163.73	167.36	171.20
March	175.61	148.88	164.92	187.13	188.09	193.05
April	211.90	347.03*	233.12*	179.17	190.87	181.92
May	331.97*	200.44	175.02	217.70*	277.75*	304.98*
June	228.57	190.25	201.01	229.98	222.10	229.93
July	248.17	232.78	223.52	224.88	212.91	223.73
August		224.45	175.55	194.03	251.36	267.61
September		193.89	247.89	245.27	229.28	225.17
October		343.81*	260.72*	273.00*	270.87*	267.31*
November		172.94	185.99	197.09	209.37	236.55
December		194.62	214.89	208.16	230.40	195.88
Total		2,583.06	2,439.79	2,512.44	2,641.46	2,681.86

NOTE: All Measurements in tons

\* Bulky Waste Pick-up week included

# County of Cumberland

ESTHER B. CLENOTT  
DISTRICT ONE  
RICHARD J. FEENEY  
DISTRICT TWO  
GARY E. PLUMMER  
DISTRICT THREE



142 FEDERAL STREET  
PORTLAND, ME 04101-4196  
207-871-8380

July 18, 2001

## County Commissioners

Mr. Robert Benson  
Town of Cumberland  
290 Tuttle Road  
Cumberland Center, ME 04021

Dear Mr. Benson,

We are forwarding the summary of Cumberland County's Strategic Plan recently finalized by the Strategic Planning Committee.

The Strategic Planning Committee, consisting of approximately 70 municipal and county officials, community leaders and citizens, began its work in January of this year. The Committee's task was to examine five critical areas of county government and develop a five-year plan to address a number of pressing issues.

The sub-committees focused on the issues of corrections, financial management of the county, regional cooperation, space needs at the courthouse, jail and the dispatch center, and the need of new technology to meet the growing demand for services. The summary document highlights the recommendations of the five sub-committees.

We hope you will take the time to review the recommendations and call if you have any questions or additional recommendations. I feel it is a vital part of this process that we receive feedback from the county's municipal leaders and citizens.

The Commissioners and County Manager can be reached at 871-8380. We look forward to hearing from you.

Yours truly,

*Esther*  
Esther Clenott, Chair  
Board of Commissioners

*I share with you counselors*

*Lisa /  
copy to Council  
RB*



MAINE SCHOOL ADMINISTRATIVE DISTRICT #51  
CUMBERLAND / NORTH YARMOUTH

P. O. Box 6A

Cumberland Center, ME 04021

Web site: [www.msad51.org](http://www.msad51.org) - Phone: 829-4800

Board of Directors

Agenda

<u>DATE</u>	<u>Time</u>	<u>Place</u>
Tuesday August 7, 2001	1:00 PM – 6:00 PM	Down-East Village Restaurant 705 Rt. 1 Yarmouth, ME 04096

Board Member Workshop  
Annual Retreat

- 
1. Call To Order - by MSAD #51 Board of Directors Vice Chairperson, Kim True
  2. Approval of Minutes
  3. Adjourn Meeting \_\_\_\_\_ PM





### MSAD #51 Mission

The mission of MSAD #51 is to guide all students as they acquire enthusiasm for learning, assume responsibility for their education, achieve academic excellence, and discover and attain their personal bests.

To accomplish this mission, the MSAD #51 community will collaborate to:

- Use effective instructional practices and provide professional development to assure that all students meet or exceed the District's benchmarks and outcomes;
- Ensure a safe and respectful environment where all feel a sense of belonging; and
- Promote parental participation as fundamental to each student's success.

### Board Goals for 2000-2001

1. Support the District's work in curriculum, assessment, instruction and professional development through:
  - Promoting educational programming based on student learning needs;
  - Measuring the District's progress towards achieving our mission, including the certification that all students meet the State's Learning Results by 2003; and
  - Effectively communicating the results of our District's work.
2. Execute the Resolution on Facilities Planning by ensuring the timely completion of the Charges made to the Building Committees, and support measures to relieve constraints due to conditions created by our current facilities.
3. Promote sound resource management through:
  - Supporting measures to use time more effectively, such as one or more measures identified in the Time Task Force Report;
  - Developing long-term strategies to ensure that future leadership and personnel needs are met;
  - Involving the Board in the budget planning process; and
  - Effectively communicating to the public the District's resource needs.

### MSAD #51 Board of Directors

John Aromando	829-6861	jaromando@plerceatwood.com
Maryellen Fitzpatrick	829-4657	efitzpa486@aol.com
Polly Haight Frawley	657-2373	PHFraw@aol.com
Betts Gorsky	781-2234	bjgorsky@hotmail.com
Audrey Lones	829-4171	audrey@alum.mit.edu
Henry Kennedy	829-6979	hrk@kieve.org
Kim True	829-3209	ktrue1@maine.rr.com
Bob Vail	829-5393	



### **Upcoming Meetings/Events**

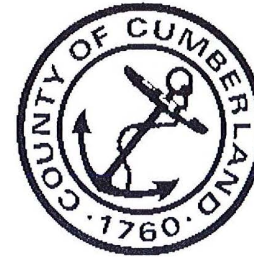
7/24/01 – Steering Comm., GHS Library, 7:00 PM  
8/30/01 – Drowne Rd. Multi-age Picnic  
9/5/01 – Grade 4 Open House  
9/6/01 – Grade 6 Open House, 7:00 PM  
9/6/01 – MIW Cookout, 5:30 PM  
9/10/01 – Grade 5 Open House  
9/11/01 – Kindergarten Open House, 6:30 – 8:30 PM  
9/13/01 – Grade 1 Open House  
9/19/01 – Grade 3 Open House  
9/20/01 – GHS Open House  
9/24/01 – Grade 2 Open House  
9/26/01 – GJHS Open House



# CUMBERLAND COUNTY STRATEGIC PLAN

## *Summary Document*

Alternative Strategies and Recommendations for  
Cumberland County Government; 2002-2007



Prepared by the  
Cumberland County Strategic Planning Committee  
and its Subcommittees

Presented on June 13, 2001

*In Collaboration With:*

Maine Development Foundation

University of Southern Maine, Muskie School  
UNIVERSITY OF Southern Maine Muskie School

Greater Portland Council of Governments



## CUMBERLAND COUNTY STRATEGIC PLAN

### Introduction

In January, 2001, the Cumberland County Commissioners appointed a Strategic Planning Committee and charged it with the responsibility of setting a course for Cumberland County government for five years (2002-2007). The committee was to focus on five specific areas within the County: Corrections, Space Needs, Finances, Technology, and Regional Cooperation. Further, the Commissioners asked that the process be completed in five months, in order to consider the recommendations as part of the 2002 budget deliberations, which begin in the summer.

Over 70 leaders from throughout the County, representing municipal government, business, and community interests, volunteered their time. The Strategic Planning Committee immediately divided into five working subcommittees, each of whom added members from key stakeholder groups in the region. Special care was taken in appointing volunteer chairs and members of the subcommittees to ensure geographic, gender and sectoral diversity; a priority was to appoint individuals with a vested interest in the outcome. A list of subcommittee and committee members is appended.

From the outset, the County Commissioners were committed to a collaborative process, drawing upon statewide and regional resources. The commissioners engaged the Maine Development Foundation to facilitate the overall process with a \$28,000 contract. MDF immediately subcontracted with the Council of Governments to provide support for the Regional Cooperation subcommittee. And, MDF contracted with USM's Muskie School of Public Service to provide graduate students to support the subcommittees' work.

County government staff, under the leadership of the county manager, played a key role in supporting each committee in terms of their logistic, information and research needs. These staff and the volunteer chairs made the process work in a high quality and timely fashion.

The volunteers and support staff held dozens of meetings and spent thousands of hours analyzing the issues. The Strategic Planning Committee and the subcommittee members met together once a month from January through April. In addition, subcommittees met 6-10 times, and the subcommittee chairs and county staff met monthly to coordinate their work. All of the meetings were open to the public, and at two of the large monthly meetings – February and April – community leaders were particularly encouraged to attend and provide feedback.



This report is in five parts – a section for each subcommittee report. Each subcommittee report begins with an introduction prepared by the subcommittee chair and is followed by a description of each of their recommended strategies. Each strategy statement is in the same format to facilitate use: abstract, SWOT analysis, recommended actions, and priority. The inclusion of a strategy in a subcommittee's report means that the entire subcommittee reached consensus on that strategy and are recommending its implementation. All the strategies are supported by all the subcommittee chairs, which attest to their importance and their complementary nature.

This successful process would not have been possible without the hard work of the 70 volunteers, County staff, COG and the USM students. However, a few people deserve special recognition and thanks– the chairs of the Subcommittees: Ned Kitchel, Chair, Technology Subcommittee; Jeff Jordan, Chair, Corrections Subcommittee; Carla Nixon, Chair, Space Needs Subcommittee; Richard Ranaghan, Chair, Financial Management Subcommittee and Kathleen Brown; Chair, Regional Cooperation Subcommittee.

This report and its recommendations place a challenging agenda before the County Commissioners. Difficult decisions will have to be made about the future of the County, and with these decisions financial commitments will also have to be made. The Committee is prepared to assist the Commissioners in this important step.

The strength of this report is in the diversity of the make-up of the committee. The members recognize that only by working together can we address these critical issues.

Respectfully submitted:

Donald Gerrish  
Town Manager  
Brunswick  
Chair, Cumberland County Strategic Planning Committee

#### Financial Management Subcommittee

**Richard Ranaghan, People's Heritage Bank, Chair**  
**Vic Labrecque, Director of Budget and Planning, staff**  
Paul Bird, Administrative Assistant, Town of Harpswell  
Ron Miller, General Manager, Portland Water District  
Tom Bartell, Windham  
John Thompson, Former Trustee, Civic Center  
Diane Gurney, Treasurer, Cumberland County  
Rep. Terrance McKenney, Cumberland  
Ron Smith, Hulsey & Smith, CPA, Hollis Center  
Nat Tupper, Manager, Town of Yarmouth  
Jane Duncan, Hulsey & Smith, CPA, Hollis Center  
Gerry Cayer, Director of Health and Human Services, Portland  
Steve Kenney  
Najim Animashaun, Muskie School, Staff to Subcommittee

#### Regional Cooperation Subcommittee

**Kathleen Brown, CEO Lake Region Development Council**  
**George Flaherty, Cumberland County EMA, Staff**  
Donnie Carroll, Southern Maine Emergency Medical Services  
Bruce Clary, Professor, Muskie School  
Richard Gagliano, Chief Deputy, Cumberland County Sheriff's Dept.  
Chief Edward Googins, South Portland Police Dept.  
Chief Charles Hammond, Windham Fire Dept.  
Rosemary Kulow, Town Manager, Sebago  
Grant Lee, Executive Director, People's Regional Opportunity Program  
Betty McInnes, Executive Director, Cumberland County Soil/Water Conservation District  
William O'Gara, Maine State Senator  
Tim O'Neil, Monk's - O'Neil Development  
Ed Suslovic, Realtor  
Darcy Rollins, Program Officer, Maine Development Foundation, Staff to Subcommittee  
Carol MacKenzie, Greater Portland Council of Governments, Staff to Subcommittee

## Subcommittee Membership

### Technology Subcommittee

Ned Kitchel, Councilor, Town of Falmouth, Chair  
 John Joy, MIS Administrator, Cumberland County, Staff  
 Nancy Thurber, President, Thurber & Associates  
 Mary Najarian, Deputy Register of Deeds, Cumberland County  
 Herb Adams, Registrar of Probate, Cumberland County  
 Tony George, Standish Telephone Company, Standish  
 Mike McGovern, Town Manager, Cape Elizabeth  
 Kevin O'Sullivan, Vice President, Envisionet  
 Randy Perry, Virtual Town Hall  
 Ted Luebbert  
 Tamara Getchell, District Attorney's Office  
 Donald Foss, CCSO  
 Carrie Leighton, Muskie School, Staff to Subcommittee

### Corrections Subcommittee

Jeff Jordan, Manger, City of South Portland, Chair  
 Jeff Newton, Jail Administrator, Staff  
 Arlene Ridlon, Ed Coordinator, Cumberland County  
 Stephanie Anderson, District Attorney  
 Godfrey Wood, Portland Chamber of Commerce  
 Mark Dion, Sheriff, Cumberland County  
 Nancy Bouchard, Maine Department of Corrections  
 Rep. Michael Quint, Portland  
 Honorable Thomas Humphrey, York County  
 John Ridge, Cape Elizabeth  
 Steve Roberts, Westbrook Police Department  
 James Van Kuren, Portland, ME  
 Richard McCallum, Portland, ME  
 Honorable Paul Eggert, Maine State Courts  
 Sheila Seekins, Muskie School, Staff to Subcommittee

### Space Needs Subcommittee

Carla Nixon, Assistant Town Manager, Cumberland, Chair  
 Bruce Tarbox, Facilities Manger, Cumberland County, staff  
 Bruce Leddy Esq., Portland  
 Robyn Dahms, D.A.'s Office  
 Royce Bartlett, Capt., Communications, Windham  
 Sylvia Plumley, Steep Falls  
 Jack O'Brien, Register of Deeds, Cumberland County  
 Bill Faucher, Allied Engineering, Inc., Westbrook  
 William Whited, Portland, ME  
 George DiMatteo, South Portland, ME  
 Jeff Henthorn, State Court Administrator  
 Rep. Harold Clough, Scarborough  
 Sheila Seekins, Muskie School, Staff to Subcommittee

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## CUMBERLAND COUNTY STRATEGIC PLAN

### Strategic Planning Committee Members:

<b>Don Gerrish</b>	<b>Town Manager, Brunswick (Chairman)</b>
Tom Bartell	Chairman, Budget Advisory Committee
Paul Bird	Town Manager, Harpswell
Nancy Bouchard	Maine Department of Corrections
Kathleen Brown	CEO, Lakes Region Development Council
Donnie Carroll	Director, Southern Maine Emergency Medical Services
Bruce Clary	USM Muskie School Professor
Peter Crichton	County Manager, Cumberland County
Mark Dion	Sheriff, Cumberland County
George Flaherty	EMA Director, Cumberland County
Edward Googins	Police Chief, South Portland
Jeff Henthorn	Area Court Administrator
Jeffrey Jordan	City Manager, South Portland
Ned Kitchel	Councilor, Town of Falmouth
Rosemary Kulow	Town Manager, Sebago
Grant Lee	Executive Director, PRO
Betty McInness	Director, Soil & Water Conservation District
Ron Miller	General Manager, Portland Water District
Carla Nixon	Assistant Town Manager, Cumberland
Jack O'Brien	Register of Deeds, Cumberland County
Senator William O'Gara	Westbrook
Richard Ranaghan	Peoples Heritage Bank
John Thompson	Former Chairman, Civic Center Board of Trustees
Nancy Thurber	President, Thurber & Associates
Godfrey Wood	CEO, Greater Portland Chamber of Commerce
Rep. Terrance McKenney	Cumberland
Kate Borduas	President, Greater Portland Council of Governments
Rep. Michael Quint	Portland
Gerry Cayer	Director of Health & Human Services, Portland
Rep. Harold Clough	Scarborough

strategies for each functional area. The alternative strategies eventually became the recommended strategies. These were prioritized and presented to the leadership group on May 1. The subcommittee refined the recommended strategies further and we present them to you at this time.

#### SUBSUBCOMMITTEE MEMBERSHIP

I would like to thank the members of the subcommittee for their dedicated work. Randy Perry, an elected member of the Yarmouth Town Council and employee of Virtual Town Hall.Net, Tony George of Fairpoint Communications, Inc., and Fred Robinson of L.L. Bean. These gentlemen provided outstanding insight and technical expertise to the project. Anna Cutter, President of Cutter Title Search, Inc. joined the subcommittee late but provided invaluable assistance in our work for the Deeds office.

Staff support came from Tami Getchell of the District Attorney's office, Janet Spear of the Information Services Department, Mary Najarian from the Registry of Deeds office, and Herb Adams, the Register of Probate. Carrie Leighton, a student working on degrees at the University of Maine Law School and The Muskie Institute provided research support. Subcommittee members who had to leave before the end of the project but provided valuable help early on included Ted Leubbert of Banknorth, Inc. and Mike McGovern, Town Manager of Cape Elizabeth. -

A special thanks goes to John Joy, Director of Information Services for Cumberland County who provided tremendous support and was very instrumental in the preparation of the final document.

Respectfully Submitted,

Ned Kitchel  
Chairman, Technology Subcommittee

## CORRECTIONS SUBCOMMITTEE

*Jeff Jordan, Chair*

### *VISION STATEMENT*

**Our vision is to provide a county corrections system that is safe, humane, responsive to concerns of public safety, and linking inmates connected to post sentencing services, while being responsible stewards of the public.**

### **Summary of Recommendations**

*Hire and Retain Quality Corrections Officers*

*Address Financial Concerns Associated with Jail*

*Expand Existing Corrections Programs*

*Plan Now for Jail Expansion*

## EXECUTIVE SUMMARY

### Corrections Subcommittee

Chair: Jeff Jordan, South Portland City Manager

The Corrections Subcommittee was charged with reviewing issues surrounding the Cumberland County Jail. The Subcommittee identified the growing inmate population and staff turnover and vacancies as two critical issues that need to be addressed by County Government in the immediate future.

To alleviate the problems associated with corrections staff vacancies, the subcommittee recommends hiring a human relations specialist to develop a recruiting and retention program for high-quality corrections officers. With regards to jail overcrowding, the Corrections Subcommittee recommends expanding the existing corrections programs to include alternative methods of incarceration such as the second offender program and electronic monitoring. The Subcommittee provided these recommendations with the belief that a comprehensive review of county jails and corrections should be undertaken jointly by the State, a number of counties, and municipal representatives.

The Corrections Subcommittee also reviewed consequences of the fact that providing a county jail is the largest single expenditure of County Government. The subcommittee recommends that funding for the jail be moved from the property tax to a more broad based system of taxation across the State. This would increase the likelihood of improved service coordination between counties and the Maine Department of Corrections. Recommendations to accomplish this strategy include: gradually removing the revenue generated from leased beds from the County budget, seeking representation on the State's Community Corrections Act Review Committee, and hiring staff to work with the County Manager and Sheriff to develop a statewide lobbying strategy. The Corrections Subcommittee suggests that resources required for this last strategy would be \$50,000 for a lobbyist; no other resources were identified.

Honorable Commissioners:

I am pleased to submit the final report of the Technology Subcommittee of the Cumberland County Strategic Planning initiative. The subcommittee began work in mid January of this year and since that time, met nearly every week. The culmination of the research, study, tours and meetings is contained within this report.

The subcommittee strongly believes that the recommendations offered here will serve the county's technology needs for the immediate and near future. A longer view of technology needs for the County would be speculative as changes and new developments occur frequently within the technology industry. The longer view, in our judgment, is best served by scheduling updates to the technology section of the strategic plan every two years. Furthermore, we suggest that the long term technology needs would be well served by the creation of a standing subcommittee to be known as the Cumberland County Technology Advisory Committee (CCTAC). This advisory committee would be made up of individuals who have specific technology expertise and provide support, direction and information relevant to managing a state-of-the art technology department.

The subcommittee recommendations would, we believe, provide important and relevant services to the internal and external customers served by the County. As we considered our recommendations, we looked at several important criteria. For example, does the strategy support the vision statement? Is the strategy feasible? Is the strategy urgent? Is the strategy necessary to achieve other strategies? Additionally, we considered other criteria: does the strategy bring value to the taxpayers? Does the strategy serve the needs of both internal and external customers? Will County technology services achieve parity with the private sector if these strategies are implemented?

The strategies we are recommending met the criteria and will provide considerable improvement in technology services to the internal and external customers served by the County. We believe benefits outweigh the costs and we will make that case for each strategy.

### THE PROCESS

The process used involved creating teams of subcommittee members to address the needs of each department. Certain departments were lumped together to avoid duplication of effort. For example, the team assigned to the Registry of Deeds also covered the Registry of Probate. The teams were comprised of at least one staff member from a department and a subcommittee member with strong technical expertise. The teams were responsible for conducting research, interviewing internal and external customers, reviewing existing technologies, and making recommendations for specific functional areas.

We began the process with the understanding that each department served either external customers, internal customers or both. Keeping in mind that the Department of Information Services delivers a service; it was imperative that we understand the needs and wants of the various customer groups served by the department.

Keeping with the guidance given to us by the leadership of the Strategic Planning Committee, we created a vision statement first. This allowed us to focus our efforts. Subsequent to that, the subcommittee teams spent several weeks touring facilities, interviewing individuals and viewing presentations of potential technology solutions. The results of this work led to the SWOTs (strengths, weaknesses, opportunities, and threats) assessment of each functional area.

The larger subcommittee reviewed the SWOTs work of the teams and after many meetings, a final SWOTs document was created. From that document, we established several alternative



## EXECUTIVE SUMMARY

### Technology Subcommittee

Chair: Ned Kitchel, Councilor, Town of Falmouth

The Technology Subcommittee developed multiple strategies for the County to improve existing services and programs through the effective use of technology. The top priority the subcommittee identified is a comprehensive training program for county employees. County employees use a variety of software to accomplish day-to-day work and special tasks. However, very little training in the use of these programs has been offered to the work force and most training has been conducted informally by employees. The subcommittee recommends establishing a formal training program and dedicating funds in the County budget for formal employee training. Estimated resources are approximately \$30,000 in start-up costs.

The Subcommittee also recommends that the County make the Registry of Deeds and Registry of Probate accessible by computer. The Cumberland County Registry of Deeds Office and Registry of Probate Office are the largest, and the busiest of their kind in Maine. The Registry of Deeds is responsible for the care and maintenance of information related to property deeds, mortgages, mortgage discharges and mortgage assignments, liens and a variety of other legal instruments. The Registry of Deeds processes approximately 85,000 new instruments per year. The Registry of Probate is responsible for the maintenance of all information related to wills, changes of name, guardianships, and conservatorships. The Registry of Probate provides this service to more than 3,000 customers per year. Making these documents available on the web and accessible by computer would ease public access and improve efficiency. Estimated system cost for making the Registry of Deeds and Registry of Probate available over the computer is approximately \$150,000.00 per year for the first two years and \$100,000.00 for the third year. The Technology Subcommittee estimates that implementation has the potential to generate up to \$1,000,000.00 in revenue from the collection of subscriber fees. However, the subcommittee suggests that the systems be fully operational before subscriber fees are implemented.

Honorable Commissioners:

I am pleased to present the final report of the Cumberland County Strategic Planning Committee's subcommittee on Corrections. The Committee has worked diligently since January to understand this complex organization within Cumberland County government in an effort to bring forward thoughtful recommendations on the future of the county jail. The Committee has done its best to learn as much as possible in a relatively short time frame about the organization to consider and bring forward these recommendations. It often seemed that the more we learned about the organization, its structure, and its relation to the judicial and state correction system, the more questions that were raised.

Corrections at the county level is in large part governed by the laws of the State of Maine (Title 30-A MRSA) and its inmates are sentenced with conditions established or set by the bench. County jail administrators and sheriffs must meet these obligations with the resources that have been provided by the County, with very little state subsidy or support.

There are two current trends at the Cumberland County jail that pose a threat to the organization's ability to meet its mission to provide a corrections system that is safe and human while being responsible stewards of public resources.

**Growing inmate population.** The inmate population is growing by approximately 15% per year according to the Jail Administrator, well above the growth rates projected back in 1991/1992 when the jail was being designed. This is attributable to the truth in sentencing laws passed by the federal and state government WHICH has had the effect of increasing the length of sentences. A second contributing source of inmates is the increase in the number of parole violators who are being sent back to jail, as a result of increased state enforcement through the recent increase in the number of state probation officers. With this growth in inmate population, the County will experience a loss in revenue beds that are leased to other organizations such as the federal government, York County, and the State of Maine.

**Staff turnover and vacancies.** There are currently over thirty. The amount of programming that is being offered to inmates as well as presenting a significant burden on the existing staff to work a large number of additional shifts to meet safe staffing levels. This has contributed a decrease in employee morale and may be contributing to further turnover.

The Committee has provided a number of specific recommendations to begin to counteract these trends. The recommendations should be seen as immediate actions that can be taken by the County in the next three to five years to begin to reverse these trends. These recommendations should not be viewed as the end of the story. We believe that a much more comprehensive review of the nature of county jails and correction should be undertaken between the State of Maine, a number of counties, and municipal representatives.

No serious discussion could take place on this issue without mentioning the nature of funding of County Government and the largest single expenditure of county government - the cost of providing a county jail. The Committee believes that the funding for corrections should be moved away from the property tax onto a more broad based system of taxation across the State of Maine. This would increase the likelihood of improved service coordination between counties and with the Maine Department of Corrections.

I would like to thank the members of the Subcommittee for their dedicated work. Members included:

Stephanie Anderson, Cumberland County District Attorney  
Nancy Bouchard, Deputy Commissioner, Maine Dept. of Corrections  
Mark Dion, Cumberland County Sheriff  
Nancy Bouchard, Deputy Commissioner, Maine Dept. of Corrections  
Justice E. Paul Eggert, Maine Courts  
Justice Thomas Humphrey, Maine District Court  
Jeffrey Jordan, City Manager, City of South Portland  
Richard McCallum, Corrections Officer, Cumberland County Jail  
Representative Michael Quint, Legislator, State of Maine  
John Ridge, Citizen, Cape Elizabeth  
Arlene Ridlon, Education Coordinator, Cumberland County Jail  
Steve Roberts, Police Chief, City of Westbrook  
Lt. James VanKuren, Corrections Officer, Cumberland County Jail

A special thanks goes to Jeffrey Newton, the Jail Administrator for the Cumberland County Jail and Sheila Seekins from the Muskie Institute who provided the staff support to the Committee. Thank you all.

We would also like to recognize and express our support to the Cumberland County Commissioners and Manager for undertaking this process.

Respectfully Submitted,

Jeffrey K. Jordan, Chair  
Corrections Strategic Planning Subcommittee

## TECHNOLOGY SUBCOMMITTEE

*Ned Kitchel, Chair*

### VISION STATEMENT

**Cumberland County government will use appropriate technology to provide efficient, accurate, affordable and accessible services to all customers of Cumberland County.**

### Summary of Recommendations

*Establish an Employee Computer User-Training Program*

*Make the Registry of Deeds Computer Accessible*

*Make the Registry of Probate Computer Accessible*

*Equip the Sheriff's Office with Computer Sub-stations*

*Equip Law Enforcement Officers with Portable Computers*

*Establish Computerized, Jail Video Booking*

*Establish County-Wide Personal I.D. Card System*

*Create a Regional GIS Web-server for Towns and Cities*

*Establish Computerized Emergency Dispatch System*

*Investigate Using Video Arraignment*

Special Thanks....

...To each member of the Space Needs Subcommittee: Captain Royce Bartlett, Bruce Leddy, William Whited, William Faucher, Jack O'Brien, Robyn Dahms, Jeff Henthorn, George DiMatteo, Sylvia Plumley;

...And to our most helpful support staff: Sheila Seekins and Darcy Rollins;

...and special thanks to Bruce Tarbox, Facilities Manager, who provided extremely useful, timely and clear information throughout this process.

Respectfully Submitted,

Carla Nixon  
Chair, Space Needs Subcommittee

## FINANCIAL MANAGEMENT SUBCOMMITTEE

*Richard Ranaghan, Chair*

### VISION STATEMENT

**Our vision is to provide county services in the most cost effective manner through a diverse funding base in an equitable manner.**

### Summary of Recommendations

*Investigate Tax Diversification*

*Investigate increasing State Funding for the Jail*

*Review the Concept of a Regional Jail*

*Increase Non Property-Tax Revenue*

*Centralize Tax Functions*



## SPACE NEEDS SUBCOMMITTEE

*Carla Nixon, Chair*

### *VISION STATEMENT*

**Our vision is to determine the space needs of the various Cumberland County governmental departments through the year 2010 by carefully considering relevant factors such as demographic projections, technology, departmental changes, the needs of the public, and possible legislative changes, and to develop a cost-effective and efficient facilities plan to meet those needs.**

### **Summary of Recommendations**

*Construct Additional Space for the Courthouse / County Facilities*

*Construct a New Structure for the PSAP Building*

*Plan for the Expansion of County Jail*

In closing, I wish to express my appreciation for the vision and determination that my fellow subcommittee members provided on this project. Without their effort and commitment, this report would not have been possible.

Respectfully submitted,

Kathleen Brown  
Chair, Regional Cooperation Subcommittee

**Regional Cooperation Subcommittee**

Donnie Carroll, Southern Maine Emergency Medical Services  
Bruce Clary, Professor, Muskie School  
Richard Gagliano, Cumberland County Sheriff's Dept.  
Chief Edward Googins, South Portland Police Dept.  
Chief Charles Hammond, Windham Fire Dept.  
Rosemary Kulow, Town Manager, Sebago  
Grant Lee, Executive Director, People's Regional Opportunity Program  
Betty McInnes, Executive Director, Cumberland County Soil/Water Conservation District  
William O'Gara, Maine State Senator  
Tim O'Neil, Monk's - O'Neil Development  
Ed Suslovic, Realtor  
*George Flaherty, Cumberland County EMA, Staff*  
*Darcy Rollins, Program Officer, Maine Development Foundation, Staff*  
*Carol MacKenzie, Greater Portland Council of Governments, Staff*

## REGIONAL COOPERATION SUBCOMMITTEE

*Kathleen Brown, Chair*

### VISION STATEMENT

**Cumberland County is a region, comprised of diverse communities, tied together by economics, history, geography, and values, working together to address common challenges and opportunities, to all citizens of the county.**

### Summary of Recommendations

*Establish a Charter Commission*

*Establish the Cumberland County Collaborative Leadership Forum*

*Develop and Increased Presence in State Government*

*Develop County Indicators, Benchmarks & Guidelines on Quality of Life and Regional Cooperation*

## EXECUTIVE SUMMARY

### Regional Cooperation Subcommittee

Chair: Kathleen Brown, Lakes Region Development Council

The Regional Cooperation Subcommittee proposed strategies to increase efficiencies, provide quality services, and promote cost savings in the Cumberland County Region. The two most significant recommendations of the Regional Cooperation Subcommittee are focused on establishing the framework necessary to bring about change and facilitate cooperation.

First, the subcommittee recommends that a Charter Commission for Cumberland County be established to examine the County's mission, functions, administrative structure, and electoral representation. As a component of this strategy, the subcommittee recommended establishing an education program for County residents to inform them about the charter process. Second, the Subcommittee recommends that a Cumberland County Collaborative Leadership Forum be established to help facilitate local governments in Cumberland County identify regional issues, examine possible solutions and recommend what agencies should be responsible for implementation. The subcommittee recommended that this forum have broad representation and be accomplished with facilitation and design assistance from the Institute for Civic Leadership. Finally, the Regional Cooperation Subcommittee identified increasing the County's presence in state government as a priority strategy to pursue.

Honorable Commissioners:

I am pleased to submit the final report of the Regional Cooperation Subcommittee, of the County of Cumberland's Strategic Planning Initiative. This subcommittee began its work in early January 2001 and has met monthly, without exception. The report being presented to you is the result of the effort and commitment of thirteen dedicated subcommittee members.

This subcommittee held its first meeting on Tuesday, January 23, 2001. Right from the onset, the Subcommittee agreed on the vision: *Cumberland County is a region, comprised of diverse communities, tied together by economics, history, geography, and values, working together to address challenges and opportunities common to all citizens of the county.*

The goal of this subcommittee has been to identify strategies that will increase efficiencies, provide quality services and promote cost savings. Subcommittee members and county support staff have dedicated hundreds of hours to report writing and research. Our subcommittee staff developed a Fact Book that contains some history on the issues surrounding regional cooperation, as well as examples of other programs. Meeting summaries from subcommittee meetings, along with other working sessions, complete our report to you.

The issue of regional cooperation is somewhat intangible, in that it can be defined in multiple ways. The staff and the subcommittee worked long and hard developing, reviewing and analyzing ideas and recommendations, while weighing political realities. In our opinion, the key to finding a successful strategy to bring about regional cooperation is the most complex task being undertaken by this planning project.

That being said, the Regional Cooperation Subcommittee has confidence that its recommendations give the County Commissioners the tools and processes needed to accomplish successful regional cooperation.

The two most significant recommendations of the Regional Cooperation Subcommittee are focused on establishing the framework necessary to bring about change.

First, the subcommittee is recommending that a Charter Commission for Cumberland County be established to examine the County's mission, functions, administrative structure and electoral representation. It is our strong belief that the creation of a Charter for Cumberland County is required to better determine the officers of the County, their relationship to the administrative structure necessary to perform county functions and the organization of county government.

Second the subcommittee is recommending that a Cumberland County Collaborative Leadership Forum be established as a way that local governments in Cumberland County can identify regional issues, examine possible solutions and recommend what agencies should be responsible for implementation. Part of the Leadership Forum's responsibility will be to review the existing regional agencies and identify new efficiencies. This process can give the communities in our county the opportunity to collaboratively address the issues of sprawl, land use management, economic development, transportation, public health and elder service planning. The subcommittee recommends that the discussions currently taking place between Greater Portland Council of Governments and the County of Cumberland continue. By working cooperatively, the two organizations can have a powerful impact on the way programs and services are delivered to the citizens of Cumberland County.



Council  
R3  
8-6-01

The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner.

## COMMISSIONERS' MEETING

### MINUTES

July 9, 2001

The Board of Cumberland County Commissioners, Esther B. Clenott, Richard J. Feeney and Gary E. Plummer, convened a meeting in Courtroom 1 on the above date.

Chairperson Clenott called the meeting to order at 7:00 PM and the following business was conducted.

Minutes of the regular meeting of June 25, 2001 were approved as written.

Peter Crichton, County Manager, reported that he would be attending the annual National Association of Counties conference next week. He hoped to explore possible sources of federal funding while he was there, and expected the conference to be as informative as it was last year. He also hoped to be holding a retreat in August to discuss the recommendations of the Strategic Planning Committee. He noted that the ongoing bargaining sessions with AFSCME union representatives were going well.

### 01-54 Approval, Vehicles for Pre-Release Staff, Jail

Mr. Crichton noted that this item had been tabled at the last meeting, and a workshop had been held regarding the PRC. He stated that he was ready to support the request.

Motion by Commissioner Plummer to remove the item from the table. Second by Commissioner Feeney, so voted.

Major Newton reported that he was asking to be authorized to go out to bid for two new vehicles for the additional Pre-Release Center staff, to be hired now that the County has taken over the operation of the PRC. The bid would be for a cruiser for the second Work Release Officer and a 4-wheel drive truck for the second Community Service Officer. There would be no fiscal impact to the County budget as funding would be from the Adult Diversion account, the same one used to purchase the current staff's vehicles.

Discussion ensued on the current number of inmates housed at the PRC. Chairperson Clenott expressed her concern that they were spending money to provide vehicles for two employees they have not hired yet.

Motion by Commissioner Plummer to authorize the Sheriff's Department to bid for the two vehicles. Second by Commissioner Feeney, so voted with two ayes, one nay from Chairperson Clenott.





01-58 Approval, Protective Vests for Emergency Services Unit

Mr. Crichton reported that the Emergency Services Unit (ESU) responds to critical incidents such as barricaded or suicidal subjects and hostage situations. The team is now using regular protective vests, and he concurred with this request to upgrade the vests, two each year at \$1,213 each, through the contingency account.

Chief Deputy Richard Gagliano explained the difference in the vests. The current vests protect against handgun calibers, and the upgraded vests would provide protection against rifle and shotgun calibers. Many of the calls the team responds to have involved perpetrators armed with rifles.

Commissioners Plummer and Clenott inquired why this had not been included in the budget discussions. Chief Deputy Gagliano replied that this had come up in a recent discussion between an employee on the ESU and the County Manager during an exercise the Manager had attended.

Commissioner Feeney clarified that there are 5 members of the "entry team" on the ESU, and wondered who would decide which two of the five would receive the upgraded vests. He also expressed concern over possible liability if one of the members wearing a regular vest was killed or seriously injured.

Motion by Commissioner Feeney to approve the purchase of five vests, for a total of \$6,065 from the contingency fund. Second by Chairperson Clenott, further discussion ensued.

Commissioner Plummer clarified that the request had been for only two vests because of the \$5,000 bid amount statutory regulation the County followed. Discussion ensued regarding the upcoming new law, setting the limit at \$10,000, which would take effect in October. Suggestions were made to either go out for bid for five vests now, wait until October and purchase five vests then, or purchase the two requested at this time and put the other three vests in the next budget process. It was noted that each vest was sized, and extras would be needed in the future as ESU members changed.

Motion by Commissioner Plummer to amend the motion to purchase two vests, at a cost of \$2,426. Second by Chairperson Clenott, amendment passed with two ayes, one nay from Commissioner Feeney.

Motion by Commissioner Feeney to amend the motion to include going out to bid for three more vests, motion dies for lack of a second.

Motion as amended to approve the purchase of two vests at a cost of \$2,426 voted unanimously. It was agreed that requests for any additional vests would be included in the upcoming budget process.





**01-59 Approval, Agreement with Maine Pretrial Services, Jail**

Mr. Crichton reported that the Commissioners had previously directed that the inmate pretrial diversion program for the inmates at the jail be competitively bid in 2001. An RFP was issued and two vendors had responded with written proposals: Maine Pretrial Services (MPS) and Volunteers of America (VOA). He had formed a Citizens Committee to review the proposals and conduct an oral interview, then make recommendations. He noted that Volunteers of America had withdrawn at the last minute, and the committee had met with MPS Executive Director, Elizabeth Simoni, to review the MPS proposal. The amount of the first year of the contract was reduced from \$148,041.10 to \$134,919.70 during the review.

Major Jeffery Newton, Jail Administrator, noted that the County's legal counsel had reviewed the contract. He reviewed two major changes in the contract: it was a 3-year contract, with two 12-month options for extension; and there had been a reduction in salary for the Director due to an expansion of her duties to other counties. He also noted that MPS recently had also been awarded the Drug Court program, which may result in a reduction in the contract amount in following years unless the inmate population continues to rise.

Ms. Simoni stated that she was pleased to report that she was confident that the current MPS personnel, and new personnel hired to accommodate the drug court program on a yearly basis, would perform admirably.

Motion by Commissioner Plummer to authorize the Chairperson to sign the 3-year contract with Maine Pretrial Services, with 2 12-month extensions. Second by Commissioner Feeney, so voted.

**01-60 Request for deputy sheriff commissions**

The following requests for deputy sheriff commissions was received from Sheriff Dion: James Ambrose, Alfred Winslow, James Adams and Robert Merritt, Patrol; David Laughlin, Corrections; and Christian Carson, Cape Elizabeth PD.

So approved on the motion of Commissioner Feeney and the second of Commissioner Plummer.

No further business conducted; motion to adjourn at 8:45 PM.

ATTEST:



Timothy J. Jarvis  
Deputy Clerk

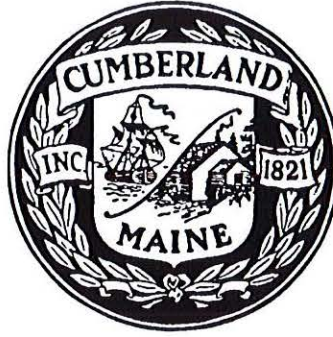
Next regular meeting: Monday, July 23, 2001 at 7:00 PM.



"Oldest Tax"

MOTION FOR <sup>^</sup>ITEM ~~95-119~~

To authorize and direct the Tax Collector/Treasurer, pursuant to Title 36, M.R.S.A., section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.



# **PUBLIC HEARING**

**TOWN OF CUMBERLAND**

**TOWN COUNCIL**

**PUBLIC HEARING**

The Cumberland Town Council will hold a Public Hearing on August 6, 2001 at 7:00 pm at Cumberland Town Offices to consider and act on application for a Mass Gathering Permit by the Cumberland Farmer's Club to hold the annual Cumberland County Fair at the Cumberland Fairgrounds September 23<sup>rd</sup> through September 30<sup>th</sup>, 2001.

The Cumberland Town Council will hold a Public Hearing on August 6, 2001 at 7:00 pm at Cumberland Town Offices to consider and act on application for a Mass Gathering Permit by the Cumberland Soccer Club to hold the CSC Labor Day Soccer Tournament at Twin Brook September 1<sup>st</sup> through September 2<sup>nd</sup>, 2001.

Stephen Moriarty, Council Chairman

## Lisa Brown

---

**From:** Lisa Brown [lbrown@town.cumberland.me.us]  
**Sent:** Wednesday, July 25, 2001 11:01 AM  
**To:** mandreasen@grayhs.k12.sad15.me.us; kandreas@maine.rr.com; kharv@cybertours.com; jwa@maine.rr.com; cathyjburke@aol.com; Robert\_B\_Wood\_Jr@onf.com; randy@winterpeople.com  
**Cc:** blandis@cumberlandmaine.com  
**Subject:** RE: Public Hearing for Soccer Club

Officers of the Cumberland Soccer Club,  
The Cumberland Town Council will hold a Public Hearing on August 6, 2001 at 7:00 pm at Cumberland Town Offices to consider and act on application for a Mass Gathering Permit by the Cumberland Soccer Club to hold the CSC Labor Day Soccer Tournament at Twin Brook September 1st through September 2nd, 2001.

Please make arrangements to have representation at this Public Hearing on the Cumberland Soccer Club's behalf.

If you have any questions, please contact Lisa in the Town Manager's Office at 829-2205



## Lisa Brown

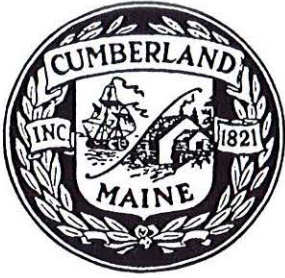
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**From:** Lisa Brown [lbrown@town.cumberland.me.us]  
**Sent:** Wednesday, July 25, 2001 11:10 AM  
**To:** info@cumberlandfair.com  
**Subject:** RE: Public Hearing for Cumberland Farmer's Club/Fair 2001

Officers of the Cumberland Farmer's Club (please forward this to Francis Small),

The Cumberland Town Council will hold a Public Hearing on August 6, 2001 at 7:00 pm at Cumberland Town Offices to consider and act on application for a Mass Gathering Permit by the Cumberland Farmer's Club to hold the annual Cumberland County Fair at the Cumberland Fairgrounds September 23rd through September 30th, 2001.

Please make arrangements to have representation at this Public Hearing on the Cumberland Soccer Club's behalf.  
If you have any questions, please contact Lisa in the Town Manager's Office at 829-2205



# TOWN OF CUMBERLAND, MAINE

290 Tuttle Road

Cumberland Center, Maine 04021-9321

Telephone (207) 829-5559 • Fax (207) 829-2214

---

July 25, 2001

Francis Small  
6 Crossing Brook  
Cumberland, ME 04021

Dear Mr. Small,

Enclosed is a copy of the Public Hearing Notice so the Cumberland Farmer's Club can make arrangements to provide representation at this Public Hearing. If you have any questions, please do not hesitate to call me at 829-2205.

Cordially,

Lisa Brown, Administrative Assistant to the Town Manager

**TOWN OF CUMBERLAND  
MEETING OF THE TOWN COUNCIL  
MONDAY, AUGUST 6, 2001**

**\*\*\* SPECIAL MEETING\*\*\***

- I. Call to order at the Cumberland Town Offices Council Chambers at 7:00 p.m.
- II. Approval of Minutes
  - a) July 23, 2001
- III. Manager's Report
- IV. Public Discussion
- V. Legislation and Policy
  - 01-52 To hold a Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Farmer's Club to hold the annual Cumberland County Fair at the Cumberland Fairgrounds September 23<sup>rd</sup> through September 30<sup>th</sup>, 2001.
  - 01-53 To hold a Public Hearing to consider and act on application for a Mass Gathering Permit by the Cumberland Soccer Club to hold the CSC Labor Day Soccer Tournament at Twin Brook September 1<sup>st</sup> through September 2<sup>nd</sup>.
  - 01-54 To set interest rate to be charged on delinquent 2001 real and personal property Taxes.
  - 01-55 To authorize application of real estate tax payments to the oldest unpaid tax.
  - 01-56 To set rate at which interest will be paid on overpayment of real estate taxes.
- VI. Correspondence
- VII. New Business
- VIII. Adjourn

*MEMBERS OF THE TOWN COUNCIL*

Stephen Moriarty (Chair)	829-5095	Jeffrey Porter	829-4129
Mark Kuntz	829-6482	Harland Storey	829-3939
John Lambert, Jr.	781-5282	Peter Bingham	829-5713
Donna Damon	846-5140		



Sent 7-27-01  
TO Town Councilors

July 26, 2001

Dear Town Counselor:

The Cumberland Fire Department would like to invite you and your family to the annual lobster dinner to be held at Central Station on Thursday, August 2, 2001 at 6:30 p.m. The evening's events will include a lobster dinner with salads, rolls and dessert, along with and an awards ceremony for the 4<sup>th</sup> annual Cumberland Fire Academy.

Please note that hot-dogs and hamburgers will be available for those who do not wish to have lobster.

If you would like to attend, please contact me by phone at 781-0926 or e-mail me at ccopp@maine.rr.com prior to July 31<sup>st</sup>, with the numbers of guests attending and the number of lobsters, hot-dogs or hamburgers for each.

Thank you for your prompt reply, and we hope to see you on August 2<sup>nd</sup>!

Sincerely,

Clayton H. Copp III  
Captain, Engine One  
Cumberland Fire Department

CHC/sjc



# MEMO

**Date:** 8/2/01

**To:** Nominating Committee

Councilor Harland Storey, Councilor Jeff Porter & Councilor Mark Kuntz

**CC:** Stephen Moriarty, Council Chairman; Carla Nixon, Assistant Town Manager; Councilor Donna Damon

**From:** Lisa Brown, Administrative Assistant

---

Enclosed you will find copies of two committee information verification forms that I received noting these members are no longer with us. I have sent each of them thank you letters and a paperweight. The spreadsheet report you received in your last meeting's packet reflects these two positions as being 'vacant'. I provided another copy for your convenience.

I also have compiled the list of candidates for the Stone Wharf Committee along with their applications (attached) for your review.

I am interested in what steps you would like me to take next. I would be more than happy to start setting up interviews with the candidates for the vacant committee/board positions as well as the new Stone Wharf Committee. As you notice, we have quite a few committee and board position openings that need to be filled at this time before the year ends. You can call or email me [lbrown@cumberlandmaine.com](mailto:lbrown@cumberlandmaine.com) to give me further instructions. If you have any question, please don't hesitate to call. I look forward to hearing from you.

Thanks Lisa ☺



Term  
Expired  
12-31-01

## Town of Cumberland, Maine

Office of Administration & Finance  
290 Tuttle Road Cumberland Center, ME 04021-9321  
Telephone (207) 829-2205 \* Fax (207) 829-2224

July 3, 2001

Mark Benton  
7 Sparhawk Ln  
Cumberland, ME 04021

Dear Mark:

The Town of Cumberland thanks you for serving on the Board of Sewer Appeals.

I am in the process of making sure our records are accurate and up to date. The information provided is what we have on record. If there are any changes, additions or deletions, please specify and return this form to me.

### Board of Sewer Appeals

Mark Benton  
7 Sparhawk Ln  
Cumberland, ME 04021

Home: (207) 829-6921

Work:

Fax:

### Email Address:

(providing your email address gives us opportunity to contact you about upcoming meetings or important text information)

Again, Thank you for your willingness to serve on this very important committee.

Cordially,

*Lisa Brown*

Lisa Brown  
Administrative Assistant

Lisa,  
I will be moving out of  
town on 8/10 and so can  
no longer serve on this board.

Thank you

*Mark Benton*

Resigned

7-26-01  
Sent Thank You letter  
& Paperweight





## Town of Cumberland, Maine

Office of Administration & Finance  
290 Tuttle Road Cumberland Center, ME 04021-9321  
Telephone (207) 829-2205 \* Fax (207) 829-2224

Term  
Expires  
12-31-01

July 3, 2001

Helen C. Gianas  
9 Friar Ln  
Cumberland, ME 04021

Dear Helen C.:

The Town of Cumberland thanks you for serving on the Recycling Committee.

I am in the process of making sure our records are accurate and up to date. The information provided is what we have on record. If there are any changes, additions or deletions, please specify and return this form to me.

### Recycling Committee

Helen C. Gianas

9 Friar Ln

Cumberland, ME 04021

Home: (207) 829-4039

Work:

Fax:

### Email Address:

(providing your email address gives us opportunity to contact you about upcoming meetings or important text information)

Again, Thank you for your willingness to serve on this very important committee.

Cordially,

*Lisa Brown*

Lisa Brown  
Administrative Assistant

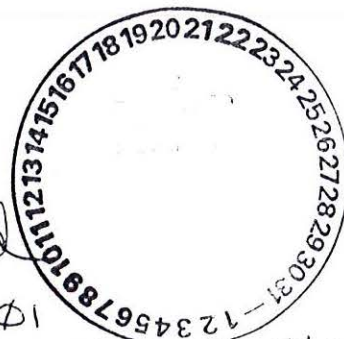
7/12/01  
I have moved from  
Cumberland and resigned from  
the Recycling Committee.  
Please remove my name from  
the mailing list.

*Helen C. Gianas*

Resigned

7-26-01

Sent Thank You letter  
c. Paperweight



Committee Vacancy: **Board of Assessment Review**

# of Current Openings: **1 (Term Expiration 2003)**

# of Applicants: **4**

App Year	Committee Interest	First Name	Last Name	Address	Town	State	Zip	Home	Work Phone
1999	Board of Assessment Review	Greg	Connors	13 Karole Ln	Cumberland	ME	04021	829-4360	622-9386
1999	Board of Assessment Review	Adrian	Kendall	190 Main St	Cumberland	ME	04021	829-2769	774-7000
2001	Board of Assessment Review	Andrew	Black	80 Idlewood Dr	Cumberland	ME	04021	829-6810	829-6054
2001	Board of Assessment Review	Richard	Wolfe	43 Blanchard Road	Cumberland	ME	04021	829-6027	

Notes:

Committee Vacancy: **Cumberland Housing Authority**

# of Current Openings: **1 Regular (Term Expiration 2003)**  
**1 Resident Seat (Term Expiration 2003)**

# of Applicants: **10**

**6 Regular**

**4 Resident Applications - \*\*\***

App Year	Committee Interest	First Name	Last Name	Address	Town	State	Zip	Home	Work Phone
1999	Cumberland Housing Authority	Gordon	Mason	6 Orchard Rd	Cumberland	ME	04021	829-6649	
1999	Cumberland Housing Authority	Priscilla	Payne	226 Bruce Hill Rd	Cumberland	ME	04021	829-3586	829-4819
1999	Cumberland Housing Authority	Greg	Connors	13 Karole Ln	Cumberland	ME	04021	829-4360	622-9386
1999	Cumberland Housing Authority	Adrian	Kendall	190 Main St	Cumberland	ME	04021	829-2769	774-7000
2001	Cumberland Housing Authority	Marilyn	Brown ***	67 Hawthorn Court	Cumberland	ME	04021	829-3886	
2000	Cumberland Housing Authority	Andrew	Black	80 Idlewood Dr	Cumberland	ME	04021	829-6810	829-6054
2001	Cumberland Housing Authority	Mildred	McGoldrick ***	52 Hawthorne Ct	Cumberland	ME	04021	829-4389	
2001	Cumberland Housing Authority	Angela	Fox ***	61 Hawthorne Ct	Cumberland	ME	04021	829-4213	
2001	Cumberland Housing Authority	Joan	Banks ***	65 Hawthorne Court	Cumberland	ME	04021	829-3784	
2001	Cumberland Housing Authority	Richard	Wolfe	43 Blanchard Road	Cumberland	ME	04021	829-6027	

Notes:



Committee Vacancy: **Cumberland Islands Committee**

*(Councilor Damon will be addressing this committee's name and function at the 7/23/01 Council Meeting)*

# of Current Openings: **3 (Term Expiration 2002)**  
**2 (Term Expiration 2003)**

# of Applicants: **2**

App Year	Committee Interest	First Name	Last Name	Address	Town	State	Zip	Home	Work Phone
2001	Cumberland Islands Committee	Randy	Harriman	20 Country Charm Road	Cumberland	ME	04021	829-2106	
2001	Cumberland Islands Committee	Milton	Calder	10 Willow Lane	Cumberland	ME	04021	829-6185	

Notes:

Committee Vacancy: **Cable TV Regulatory Board**

*(Current name for this committee is the Cable TV Regulatory Board. Carla Nixon suggests that it would be desirable to rename the committee to CABLE TV REGULATORY & ADVISORY BOARD; to cover both functions with one board.)*

# of Current Openings: ?

# of Applicants: 7

App Year	Committee Interest	First Name	Last Name	Address	Town	State	Zip	Home	Work Phone
1999	Cable TV Regulatory Board	Matthew	Gilbert	393 Main St	Cumberland	ME	04021	829-4536	
1999	Cable TV Regulatory Board	John	Fehlau	205 Bruce Hill Rd	Cumberland	ME	04021	829-6124	
1999	Cable TV Regulatory Board	William	Barry	21 Crossing Brook Rd	Cumberland	ME	04021	829-5759	800-510-7099
1999	Cable TV Regulatory Board	Adrian	Kendall	190 Main St	Cumberland	ME	04021	829-2769	774-7000
1999	Cable TV Regulatory Board	Elfi	Shaak	35 Crossing Brook Rd	Cumberland	ME	04021	829-6763	
2000	Cable TV Regulatory Board	Gary	Ellsworth	39 Old Gray Rd	Cumberland	ME	04021	829-3312	829-3545 x217
2001	Cable TV Regulatory Board	Angela	Fox	61 Hawthorne Ct	Cumberland	ME	04021	829-4213	
2001	Cable TV Regulatory Board	Richard	Wolfe	43 Blanchard Road	Cumberland	ME	04021	829-6027	

Notes:

Committee Vacancy: **Personnel Appeals Board**

Committee Vacancy: **Personnel Appeals Board**

# of Current Openings: **1 (Term Expiration 2003)**

# of Applicants: **3**

App Year	Committee Interest	First Name	Last Name	Address	Town	State	Zip	Home	Work Phone
2000	Personnel Appeals Board	Andrew	Black	80 Idlewood Dr	Cumberland	ME	04021	829-6810	829-6054
2001	Personnel Appeals Board	Randy	Harriman	20 Country Charm Road	Cumberland	ME	04021	829-2106	
2001	Personnel Appeals Board	Richard	Wolfe	43 Blanchard Road	Cumberland	ME	04021	829-6027	

Notes:



Committee Vacancy: **Recreation/Community Education Advisory Board**

# of Current Openings: **1 (Term Expiration 2003)**

# of Applicants: **4**

App Year	Committee Interest	First Name	Last Name	Address	Town	State	Zip	Home	Work Phone
2001	Recreation/Community Education Advisory Board	Charles	Burnie	30 Lower Methodist Rd	Cumberland	ME	04021	829-5208	
1999	Recreation/Community Education Advisory Board	Robyn	Pinette	31 Mazertine Dr	Cumberland	ME	04021	829-4851	
2000	Recreation/Community Education Advisory Board	Andrew	Black	80 Idlewood Dr	Cumberland	ME	04021	829-6810	829-6054
2001	Recreation/Community Education Advisory Board	Richard	Wolfe	43 Blanchard Road	Cumberland	ME	04021	829-6027	

Notes:

Committee Vacancy: **Recycling Committee**

# of Current Openings: **2 (Term Expiration 2002)**

**1 (Term Expiration 2003)**

# of Applicants: **3**

App Year	Committee Interest	First Name	Last Name	Address	Town	State	Zip	Home	Work Phone
2001	Recycling Committee	Mindy	Schott	3 Meadow Way	Cumberland	ME	04021	829-9720	
2001	Recycling Committee	Nathan	Hayelin	19 Maple Street	Cumberland	ME	04021	829-9201	828-3501
2001	Recycling Committee	Richard	Wolfe	43 Blanchard Road	Cumberland	ME	04021	829-6027	

Notes:

Committee Vacancy: **Shellfish Conservation Commission**

# of Current Openings: **1 (Term Expiration 2003)**

# of Applicants: **2**

App Year	Committee Interest	First Name	Last Name	Address	Town	State	Zip	Home	Work Phone
1999	Shellfish Conservation Commission	Roger	Monthey	3 Sylvan Ln	Cumberland Foreside	ME	04110	781-3045	603-868-7699
2001	Shellfish Conservation Commission	Milton	Calder	10 Willow Lane	Cumberland	ME	04021	829-6185	

Notes:



First Name	Last Name	Address	Town	State	Zip Cod	Home Pho	App Date
Linden	Smith	Firehouse Road	Chebeague Island	ME	04017	846-4081	8/1/01
Winthrop	Houghton, Sr.	1 Capps Rd	Chebeague Island	ME	04017	846-4003	8/1/01
Ernest	Burgess	8 Mansfield Rd	Chebeague Island	ME	04017	846-4851	7/30/01
Michael	Porter	573A Soule Rd	Chebeague Island	ME	04017	846-3145	7/26/01
Malcolm	Rice	47 Capps Rd	Chebeague Island	ME	04017	846-5987	7/11/01
Allen	Malony	437 North Rd	Chebeague Island	ME	04017	846-4728	7/12/01
Martha	Hamilton	RR#1 Box 511	Chebeague Island	ME	04017	846-4078	7/26/01
Nelson	Stevens	34 South Rd	Chebeague Island	ME	04017	846-0133	8/1/01



TOWN OF CUMBERLAND  
APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE



POSTED  
8-2-01

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |  |  |
|--|--|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS                   | <input type="checkbox"/> PRINCE MEMORIAL LIBRARY<br>ADVISORY BOARD   |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW                      | <input type="checkbox"/> LANDS & CONSERVATION<br>COMMITTEE           |
| <input type="checkbox"/> BOARD OF SEWER APPEALS                          | <input type="checkbox"/> PLANNING BOARD                              |
| <input type="checkbox"/> CABLE TV REGULATORY BOARD                       | <input type="checkbox"/> PERSONNEL APPEALS                           |
| <input type="checkbox"/> COASTAL WATERS COMMISSION                       | <input type="checkbox"/> RECREATION/ COMMUNITY ED<br>ADVISORY BOARD  |
| <input type="checkbox"/> GUMBERLAND/YARMOUTH JOINT<br>STANDING COMMITTEE | <input type="checkbox"/> RECYCLING COMMITTEE                         |
| <input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY                    | <input type="checkbox"/> SHELLFISH CONSERVATION<br>COMMISSION        |
| <input type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE                    | <input type="checkbox"/> TOWN FOREST BOARD                           |
| <input type="checkbox"/> FIRE AND RESCUE DEPARTMENT                      | <input type="checkbox"/> VAL HALLA & REC CENTER<br>BOARD OF TRUSTEES |
| <input type="checkbox"/> GREENBELT COMMITTEE                             |  |
| <input type="checkbox"/> LONG RANGE PLANNING                             |  |
| <input checked="" type="checkbox"/> STONE WHARF COMMITTEE (Chebeague)    |  |

NAME: NELSON D. STEVENS

ADDRESS: 34 SOUTH RD CHEBEAGUE IS

TELEPHONE: Home: 846-0133 Work: 846-4073 Fax: \_\_\_\_\_

EMAIL ADDRESS: DSTEVENS@MAINE.NR.COM

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE  
SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

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

ARE YOU AVAILABLE FOR EVENING MEETINGS? YES

DATE: 7-30-01 SIGNATURE: Nelson D. Stevens

**Note:** Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021.





TOWN OF CUMBERLAND  
APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE



POSTED  
8-2-01

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |   |  |
|---|--|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS                | <input type="checkbox"/> PRINCE MEMORIAL LIBRARY   |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW                   | <input type="checkbox"/> ADVISORY BOARD            |
| <input type="checkbox"/> BOARD OF SEWER APPEALS                       | <input type="checkbox"/> LANDS & CONSERVATION      |
| <input type="checkbox"/> CABLE TV REGULATORY BOARD                    | <input type="checkbox"/> COMMITTEE                 |
| <input type="checkbox"/> COASTAL WATERS COMMISSION                    | <input type="checkbox"/> PLANNING BOARD            |
| <input type="checkbox"/> CUMBERLAND/YARMOUTH JOINT                    | <input type="checkbox"/> PERSONNEL APPEALS         |
| <input type="checkbox"/> STANDING COMMITTEE                           | <input type="checkbox"/> -RECREATION/ COMMUNITY ED |
| <input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY                 | <input type="checkbox"/> ADVISORY BOARD            |
| <input checked="" type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE      | <input type="checkbox"/> RECYCLING COMMITTEE       |
| <input type="checkbox"/> FIRE AND RESCUE DEPARTMENT                   | <input type="checkbox"/> SHELLFISH CONSERVATION    |
| <input type="checkbox"/> GREENBELT COMMITTEE                          | <input type="checkbox"/> COMMISSION                |
| <input type="checkbox"/> LONG RANGE PLANNING                          | <input type="checkbox"/> TOWN FOREST BOARD         |
| <input checked="" type="checkbox"/> STONE WHARF COMMITTEE (Chebeague) | <input type="checkbox"/> VAL HALLA & REC CENTER    |
|   | <input type="checkbox"/> BOARD OF TRUSTEES         |

NAME: Martha O. Hamilton

ADDRESS: RR#1 Box 511

TELEPHONE: Home: 846-4078 Work: only part time now Fax: \_\_\_\_\_

EMAIL ADDRESS: Martha511@peoplepc.com

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

have worked on the island in the schools & library 35-40 years  
have been member LRPC on island, & other organizations  
can take minutes & transcribe

ARE YOU AVAILABLE FOR EVENING MEETINGS? yes / most of the time on island

DATE: 7/21/01 SIGNATURE: Martha O. Hamilton

**Note:** Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021.



**TOWN OF CUMBERLAND  
APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE**



**POSTED**  
8-2-01

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |   |  |
|---|--|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS<br><input type="checkbox"/> BOARD OF ASSESSMENT REVIEW<br><input type="checkbox"/> BOARD OF VOTER REGISTRATION<br><input type="checkbox"/> CABLE TV REGULATORY BOARD<br><input type="checkbox"/> COASTAL WATERS COMMISSION<br><input type="checkbox"/> COMMUNITY EDUCATION/<br>RECREATION ADVISORY BOARD<br><input type="checkbox"/> CONSERVATION COMMITTEE<br><input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY<br><input type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE<br><input type="checkbox"/> FIRE AND RESCUE DEPARTMENT<br><input type="checkbox"/> GREENBELT COMMITTEE<br><input type="checkbox"/> LANDS COMMITTEE<br><input type="checkbox"/> CABLE TV ADVISORY COMMITTEE | <input type="checkbox"/> LIBRARY ADVISORY BOARD<br><input type="checkbox"/> LONG RANGE PLANNING<br>COMMITTEE<br><input type="checkbox"/> PLANNING BOARD<br><input type="checkbox"/> PERSONNEL APPEALS<br>BOARD<br><input type="checkbox"/> RECYCLING COMMITTEE<br><input type="checkbox"/> SEWER APPEALS BOARD<br><input type="checkbox"/> SHELLFISH CONSERVATION<br>COMMISSION<br><input type="checkbox"/> TOWN FOREST BOARD<br><input type="checkbox"/> VAL HALLA BOARD OF<br>TRUSTEES |
|---|--|

✓ *Stone Wharf Committee*

NAME: ALLEN MALONY

ADDRESS: 437 NORTH RD CHERBOGUE ISLAND

TELEPHONE: Home: 846-4728 Work: \_\_\_\_\_

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

(1) THE STONE WHARF EFFECTS OUR QUALITY OF LIFE.  
(2) SENIOR EXEC WITH SEARS ... MANAGEMENT SKILLS  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

ARE YOU AVAILABLE FOR EVENING MEETINGS? YES

DATE: 7-10-01 SIGNATURE: Allen Malony

**Note:** Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021- Attention: Administration.



**TOWN OF CUMBERLAND  
APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE**



**POSTED**  
8-2-01

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |  |   |
|--|---|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS                     | <input type="checkbox"/> LIBRARY ADVISORY BOARD |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW                        | <input type="checkbox"/> LONG RANGE PLANNING    |
| <input type="checkbox"/> BOARD OF VOTER REGISTRATION                       | <input type="checkbox"/> COMMITTEE              |
| <input type="checkbox"/> CABLE TV REGULATORY BOARD                         | <input type="checkbox"/> PLANNING BOARD         |
| <input type="checkbox"/> COASTAL WATERS COMMISSION                         | <input type="checkbox"/> PERSONNEL APPEALS      |
| <input type="checkbox"/> COMMUNITY EDUCATION/<br>RECREATION ADVISORY BOARD | <input type="checkbox"/> BOARD                  |
| <input type="checkbox"/> CONSERVATION COMMITTEE                            | <input type="checkbox"/> RECYCLING COMMITTEE    |
| <input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY                      | <input type="checkbox"/> SEWER APPEALS BOARD    |
| <input type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE                      | <input type="checkbox"/> SHELLFISH CONSERVATION |
| <input type="checkbox"/> FIRE AND RESCUE DEPARTMENT                        | <input type="checkbox"/> COMMISSION             |
| <input type="checkbox"/> GREENBELT COMMITTEE                               | <input type="checkbox"/> TOWN FOREST BOARD      |
| <input type="checkbox"/> LANDS COMMITTEE                                   | <input type="checkbox"/> VAL HALLA BOARD OF     |
| <input type="checkbox"/> CABLE TV ADVISORY COMMITTEE                       | <input type="checkbox"/> TRUSTEES               |

NAME: MALCOLM S. RICE

ADDRESS: 47 CAAPS ROAD, CHEBEAGUE IS, ME 04017

TELEPHONE: Home: 846-5987 Work: RETIRED

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

STONE WHARF COMMITTEE  
• SECOND VICE PRESIDENT OF GOLF CLUB  
• GOLF CLUB LIASON TO TOWN  
• 40+ YEARS OF ENGINEERING EXPERIENCE  
INCLUDING CIVIL ENGINEERING AND SURVEYING

ARE YOU AVAILABLE FOR EVENING MEETINGS?

DATE: 7/8/01 SIGNATURE: Malcolm S. Rice

**Note:** Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021- Attention: Administration.



**TOWN OF CUMBERLAND**  
**APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE**



**POSTED**  
**8-2-01**

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |  |   |
|--|---|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS | <input type="checkbox"/> LIBRARY ADVISORY BOARD |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW    | <input type="checkbox"/> LONG RANGE PLANNING    |
| <input type="checkbox"/> BOARD OF VOTER REGISTRATION   | <input type="checkbox"/> COMMITTEE              |
| <input type="checkbox"/> CABLE TV REGULATORY BOARD     | <input type="checkbox"/> PLANNING BOARD         |
| <input type="checkbox"/> COASTAL WATERS COMMISSION     | <input type="checkbox"/> PERSONNEL APPEALS      |
| <input type="checkbox"/> COMMUNITY EDUCATION/          | <input type="checkbox"/> BOARD                  |
| <input type="checkbox"/> RECREATION ADVISORY BOARD     | <input type="checkbox"/> RECYCLING COMMITTEE    |
| <input type="checkbox"/> CONSERVATION COMMITTEE        | <input type="checkbox"/> SEWER APPEALS BOARD    |
| <input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY  | <input type="checkbox"/> SHELLFISH CONSERVATION |
| <input type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE  | <input type="checkbox"/> COMMISSION             |
| <input type="checkbox"/> FIRE AND RESCUE DEPARTMENT    | <input type="checkbox"/> TOWN FOREST BOARD      |
| <input type="checkbox"/> GREENBELT COMMITTEE           | <input type="checkbox"/> VAL HALLA BOARD OF     |
| <input type="checkbox"/> LANDS COMMITTEE               | <input type="checkbox"/> TRUSTEES               |
| <input type="checkbox"/> CABLE TV ADVISORY COMMITTEE   |   |

STONE WHARF COMMITTEE

NAME: MICHAEL PORTER

ADDRESS: 573A SOULE RD, CUMBERLAND ISL, ME

TELEPHONE: Home: 246-3141 Work: SAME

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

I HAVE BEEN CHAIRMAN OF EVERY TOWN WHARF  
COM. SINCE 1971, SO HAVE NO NEED TO  
REINVENT THE WHEEL

ARE YOU AVAILABLE FOR EVENING MEETINGS? YES

DATE: 26/7/01 SIGNATURE: [Signature]

**Note:** Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021- Attention: Administration.





TOWN OF CUMBERLAND  
APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE



POSTED  
8-2-01

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |  |  |
|--|--|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS                   | <input type="checkbox"/> PRINCE MEMORIAL LIBRARY<br>ADVISORY BOARD   |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW                      | <input type="checkbox"/> LANDS & CONSERVATION<br>COMMITTEE           |
| <input type="checkbox"/> BOARD OF SEWER APPEALS                          | <input type="checkbox"/> PLANNING BOARD                              |
| <input type="checkbox"/> CABLE TV REGULATORY BOARD                       | <input type="checkbox"/> PERSONNEL APPEALS                           |
| <input type="checkbox"/> COASTAL WATERS COMMISSION                       | <input type="checkbox"/> RECREATION/ COMMUNITY ED<br>ADVISORY BOARD  |
| <input type="checkbox"/> CUMBERLAND/YARMOUTH JOINT<br>STANDING COMMITTEE | <input type="checkbox"/> RECYCLING COMMITTEE                         |
| <input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY                    | <input type="checkbox"/> SHELLFISH CONSERVATION<br>COMMISSION        |
| <input type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE                    | <input type="checkbox"/> TOWN FOREST BOARD                           |
| <input type="checkbox"/> FIRE AND RESCUE DEPARTMENT                      | <input type="checkbox"/> VAL HALLA & REC CENTER<br>BOARD OF TRUSTEES |
| <input type="checkbox"/> GREENBELT COMMITTEE                             |  |
| <input checked="" type="checkbox"/> LONG RANGE PLANNING                  |  |
| <input checked="" type="checkbox"/> STONE WHARF COMMITTEE (Chebeague)    |  |

NAME: Ernest E. Burgess

ADDRESS: Chebeague Island Maine 8 MAINS Field Rd

TELEPHONE: Home: 846-4851 Work: \_\_\_\_\_ Fax: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE  
SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

to try to improve access to the island  
by way of stone pier

ARE YOU AVAILABLE FOR EVENING MEETINGS? Sunday Night is best for lots

DATE: July 27/01 SIGNATURE: Ernest E. Burgess

**Note:** Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021.





TOWN OF CUMBERLAND  
APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE



I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |   |   |
|---|---|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS                | <input type="checkbox"/> PRINCE MEMORIAL LIBRARY ADVISORY BOARD   |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW                   | <input type="checkbox"/> LANDS & CONSERVATION COMMITTEE           |
| <input type="checkbox"/> BOARD OF SEWER APPEALS                       | <input type="checkbox"/> PLANNING BOARD                           |
| <input type="checkbox"/> CABLE TV REGULATORY BOARD                    | <input type="checkbox"/> PERSONNEL APPEALS                        |
| <input type="checkbox"/> COASTAL WATERS COMMISSION                    | <input type="checkbox"/> RECREATION/ COMMUNITY ED ADVISORY BOARD  |
| <input type="checkbox"/> CUMBERLAND/YARMOUTH JOINT STANDING COMMITTEE | <input type="checkbox"/> RECYCLING COMMITTEE                      |
| <input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY                 | <input type="checkbox"/> SHELLFISH CONSERVATION COMMISSION        |
| <input type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE                 | <input type="checkbox"/> TOWN FOREST BOARD                        |
| <input type="checkbox"/> FIRE AND RESCUE DEPARTMENT                   | <input type="checkbox"/> VAL HALLA & REC CENTER BOARD OF TRUSTEES |
| <input type="checkbox"/> GREENBELT COMMITTEE                          |   |
| <input type="checkbox"/> LONG RANGE PLANNING                          |   |
| <input checked="" type="checkbox"/> STONE WHARF COMMITTEE (Chebeague) |   |

POSTED  
8-2-01

NAME: Winthrop Houghton, Sr.  
ADDRESS: 1 Capps Rd., Chebeague Is., Me. 04017  
TELEPHONE: Home: 846-4003 Work: lobster fish. Fax: \_\_\_\_\_  
EMAIL ADDRESS: Rosie@NLIS.Net

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

Making the Stone Wharf more people friendly for:  
lobstermen - Commuters - golf Course - Visitors, etc.  
I have served on many Committees in the past.  
I have ideas for improving all aspects of the  
Stone Wharf.

ARE YOU AVAILABLE FOR EVENING MEETINGS? Yes  
DATE: 7/27/2001 SIGNATURE: Winthrop Houghton, Sr.

Note: Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021.



TOWN OF CUMBERLAND  
APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE



**POSTED**  
8-2-71

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |  |  |
|--|--|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS                   | <input type="checkbox"/> PRINCE MEMORIAL LIBRARY<br>ADVISORY BOARD   |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW                      | <input type="checkbox"/> LANDS & CONSERVATION<br>COMMITTEE           |
| <input type="checkbox"/> BOARD OF SEWER APPEALS                          | <input type="checkbox"/> PLANNING BOARD                              |
| <input type="checkbox"/> CABLE TV REGULATORY BOARD                       | <input type="checkbox"/> PERSONNEL APPEALS                           |
| <input type="checkbox"/> COASTAL WATERS COMMISSION                       | <input type="checkbox"/> RECREATION/ COMMUNITY ED<br>ADVISORY BOARD  |
| <input type="checkbox"/> CUMBERLAND/YARMOUTH JOINT<br>STANDING COMMITTEE | <input type="checkbox"/> RECYCLING COMMITTEE                         |
| <input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY                    | <input type="checkbox"/> SHELLFISH CONSERVATION<br>COMMISSION        |
| <input type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE                    | <input type="checkbox"/> TOWN FOREST BOARD                           |
| <input type="checkbox"/> FIRE AND RESCUE DEPARTMENT                      | <input type="checkbox"/> VAL HALLA & REC CENTER<br>BOARD OF TRUSTEES |
| <input type="checkbox"/> GREENBELT COMMITTEE                             |  |
| <input type="checkbox"/> LONG RANGE PLANNING                             |  |
| <input checked="" type="checkbox"/> STONE WHARF COMMITTEE (Chebeague)    |  |

NAME: LINDEN SMITH

ADDRESS: Firehouse Rd Chebeague Maine

TELEPHONE: Home: 8464081 Work: \_\_\_\_\_ Fax: \_\_\_\_\_

EMAIL ADDRESS: Beehindy@aol.com

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

In the last 35 years I probably have spent as much time at the Stone Wharf as any other person alive -

ARE YOU AVAILABLE FOR EVENING MEETINGS? Sometimes

DATE: 7/27/01 SIGNATURE: Linden Smith

**Note:** Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021.



Stone Wharf Committee Candidates

Revised  
8/6/01

First Name	Last Name	Address	Town	State	Zip Cod	Home Pho	App Date
Linden	Smith	Firehouse Road	Chebeague Island	ME	04017	846-4081	8/1/01
Winthrop	Houghton, Sr.	1 Capps Rd	Chebeague Island	ME	04017	846-4003	8/1/01
Ernest	Burgess	8 Mansfield Rd	Chebeague Island	ME	04017	846-4851	7/30/01
Michael	Porter	573A Soule Rd	Chebeague Island	ME	04017	846-3145	7/26/01
Malcolm	Rice	47 Capps Rd	Chebeague Island	ME	04017	846-5987	7/11/01
Allen	Malony	437 North Rd	Chebeague Island	ME	04017	846-4728	7/12/01
Martha	Hamilton	RR#1 Box 511	Chebeague Island	ME	04017	846-4078	7/26/01
Nelson	Stevens	34 South Rd	Chebeague Island	ME	04017	846-0133	8/1/01
A.E. (Tad)	Runge	289 Princess Point Rd	Yarmouth	ME	04096	846-4008	8/6/01



Kate  
Per  
Donna

TOWN OF CUMBERLAND  
APPLICATION FOR MEMBERSHIP TO A TOWN BOARD OR COMMITTEE



POSTED  
8-6-01

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD(S) OR COMMITTEE(S):

- |   |   |
|---|---|
| <input type="checkbox"/> BOARD OF ADJUSTMENT & APPEALS                | <input type="checkbox"/> PRINCE MEMORIAL LIBRARY ADVISORY BOARD   |
| <input type="checkbox"/> BOARD OF ASSESSMENT REVIEW                   | <input type="checkbox"/> LANDS & CONSERVATION COMMITTEE           |
| <input type="checkbox"/> BOARD OF SEWER APPEALS                       | <input type="checkbox"/> PLANNING BOARD                           |
| <input type="checkbox"/> CABLE TV REGULATORY BOARD                    | <input type="checkbox"/> PERSONNEL APPEALS                        |
| <input type="checkbox"/> COASTAL WATERS COMMISSION                    | <input type="checkbox"/> RECREATION/ COMMUNITY ED ADVISORY BOARD  |
| <input type="checkbox"/> CUMBERLAND/YARMOUTH JOINT STANDING COMMITTEE | <input type="checkbox"/> RECYCLING COMMITTEE                      |
| <input type="checkbox"/> CUMBERLAND HOUSING AUTHORITY                 | <input type="checkbox"/> SHELLFISH CONSERVATION COMMISSION        |
| <input type="checkbox"/> CUMBERLAND ISLANDS COMMITTEE                 | <input type="checkbox"/> TOWN FOREST BOARD                        |
| <input type="checkbox"/> FIRE AND RESCUE DEPARTMENT                   | <input type="checkbox"/> VAL HALLA & REC CENTER BOARD OF TRUSTEES |
| <input type="checkbox"/> GREENBELT COMMITTEE                          |   |
| <input type="checkbox"/> LONG RANGE PLANNING                          |   |
| <input checked="" type="checkbox"/> STONE WHARF COMMITTEE (Chebeague) |   |

NAME: A.E. (TAD) RUDGE

ADDRESS: 289 PRINCE'S POINT RD YARMOUTH 04096

TELEPHONE: Home: 846-4008 Work: 846-9000 Fax: \_\_\_\_\_

EMAIL ADDRESS: rtunge@ctel.net

WHY ARE YOU INTERESTED IN SERVING ON THE BOARD (S) OR COMMITTEE(S) YOU HAVE SELECTED? DO YOU HAVE ANY SPECIAL TRAINING OR SKILLS IN THIS AREA?

Interest & land owner on Chebeague  
Mooring at the STONE WHARF  
PREVIOUS BOARD & COMMITTEE MEMBERSHIP

ARE YOU AVAILABLE FOR EVENING MEETINGS? Yes

DATE: 8/6/01 SIGNATURE: A.E. RUDGE

**Note:** Thank you for your interest in serving the Town of Cumberland. This application will be kept on file for one year, we will contact you if a vacancy occurs on a Board/Committee you have selected. You may be asked to attend a brief interview meeting with a subcommittee of the Town Council prior to your appointment. Please return this form to the Town Manager's Office at 290 Tuttle Road, Cumberland, ME 04021.



**TOWN OF CUMBERLAND  
MEETING OF THE TOWN COUNCIL  
MONDAY - AUGUST 24, 1998**

- I. Call to order at the Cumberland Municipal Center at 7:00 p.m.
- II. Approval of Minutes
  - a. August 10, 1998
- III. Manager's Report
- IV. Public Discussion
- V. Legislation and Policy

98-81 To hold a Public Hearing to consider and act on application for a Mass Gathering Permit by Cumberland Farmer's Club for the annual Cumberland County Fair.

98-82 To hold a Public Hearing to consider and act on Community Development Block Grant - Public Service Grant to provide equipment for Chebeague Care Resource.

98-83 To adopt billing policy for EMS service and set Rescue fees.

98-84 To set 1998 Tax Rate.

98-85 To set interest rate to be charged on delinquent 1998 real and personal property taxes. *for 2001 = 11.5%*

98-86 To authorize application of real estate tax payments to the oldest unpaid tax. *See motion attached*

98-87 To set rate at which interest will be paid on overpayment of real estate taxes. *for 2001 = 7.5%*

98-88 To set date for a Public Hearing to consider amendments to the Zoning Ordinance, Sec. 202, District Boundaries, in shoreland areas, to allow on-site determinations to control over locations shown on the official zoning map when determining wetland boundaries, flood areas, and high water marks.

98-89 To set date for a Public Hearing to consider an amendment to the Zoning Ordinance, Sec. 104.1, the definition of accessory building or use, to allow farmstands to sell some products that were not produced on their lot.

98-90 To set date for a Public Hearing to consider an amendment to the Zoning Ordinance, Sec. 104.40, the definition of functionally water-dependent uses, to clarify the definition so that boathouses may not be considered a "functionally water-dependent use" under shoreland zoning (this amendment is mandatory by state law).

- VI. Correspondence
- VII. New Business
- VIII. Adjourn

**MEMBERS OF THE TOWN COUNCIL**

John Lambert, Jr. (Chair)	781-5282	Harland Storey	829-3939
Peter Bingham	829-5713	James Phipps	846-6274
Philip Gleason	781-3787	Stephen Moriarty	829-5095
Mark Kuntz	829-6482		



Cumberland Recreation Department  
290 Tuttle Road, Cumberland, ME 04021

Memorandum:

To: Bob Benson  
From: Bill Landis  
Date: April 9, 2001  
Re: Committee for Twinbrook

---

Bob,

I would like to request from the Town Council a standing committee to oversee the Twinbrook Recreation Area. I have checked with surrounding communities and this seems to be the standard procedure for their Parks and major outdoor facilities. I would envision that the committee would be charged with the following:

- Setting use policy. This would consist of areas such as,
  - Parking and traffic flow
  - Special request group use policy, i.e. tournaments, championship meets, etc.
  - Signage
  - Operating procedures for the Recreation Department and MSAD 51
- Facility development sites and types of construction
  - Shelters, Equipment buildings, storage, snack bar, etc.
- Access from one area to another
- Future development of fields, parking, etc.
- Fee structure for facility rental/use.

Phil Gleason's name comes to mind as a chairperson for this committee. The size of the committee would be approx. 7 members. I have about 6 or 7 names that would be good possibilities for this committee.

Policy would be implemented as an order or ordinance by the Cumberland Town Council.

I believe this procedure for setting policy would be the easiest to implement. It would still enable the Council to set policy but have someone else do the background work.

Thanks, Bill



ELIZABETH WADSWORTH CHAPTER, NSDAR  
1-008-ME



August 1, 2001

**TOWN MANAGER**  
c/o Town Clerk  
Town of Cumberland  
290 Tuttle Road  
Cumberland, Maine 04021

Dear Sir or Madam:

The Elizabeth Wadsworth Chapter, DAR is again celebrating their CONSTITUTION WEEK from September 17th to the 21st, 2001. We have historically requested area towns and cities proclaim this week as CONSTITUTION WEEK, and we are writing to request this for 2001. I have enclosed a sample format of the proclamation for your information and use, but please do not hesitate to contact me with questions or concerns. We truly appreciate the Town's involvement for this grand occasion.

**WE DO REQUEST THAT THE PROCLAMATIONS BE RETURNED TO EILEEN MACARTHUR NO LATER THAN SEPTEMBER 1, 2001, FOR THE ANNUAL CONSTITUTION MEETING.** Please send to the following address:

Eileen MacArthur  
22 Orlando Street  
South Portland, ME 04106

Sincerely,

A handwritten signature in blue ink, reading "Eileen L. MacArthur", is located below the "Sincerely," text.

Eileen L. MacArthur  
Chairman, Constitution Committee  
207-767-2549

**ELIZABETH WADSWORTH CHAPTER  
NATIONAL SOCIETY OF THE  
DAUGHTERS OF THE AMERICAN REVOLUTION**

***PROCLAMATION***

*WHEREAS: September 17, 2001 marks the two hundred fourteenth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and*

*WHEREAS: it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate this occasion, and*

*WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,*

*NOW, THEREFORE, I, \_\_\_\_\_, by virtue of the authority vested in me as (Mayor or Manager) of the Town of Cumberland in the State of Maine do hereby proclaim the week of September 17 through 23 as*

***CONSTITUTION WEEK***

*and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Cumberland be affixed this \_\_\_\_\_ day of \_\_\_\_\_ of the year of our Lord two thousand and one.*

*Signed* \_\_\_\_\_

***SEAL***

*attest* \_\_\_\_\_



**SME**

*Sevee & Maher Engineers, Inc.*  
Waste Management and Hydrogeologic Consultants  
Cumberland Center, Maine

Council  
NY  
8-6-01

## **CHEBEAGUE ISLAND GROUNDWATER STUDY WATER SUPPLY SURVEY AND SAMPLING PROGRAM**

All water users on Chebeague are dependent on individual wells for their water supply. Because there are no reasonable alternative water supplies, protection of the groundwater resources is essential to the future of the Island. In an effort to obtain more information on the Island groundwater, the Town has hired Sevee & Maher Engineers of Cumberland Center to update and expand the existing groundwater database for Chebeague. As part of this program we plan to conduct a water supply survey. These data will be used to expand on the previous well survey that was completed by Sevee & Maher in 1991. We also plan to conduct a well sampling program to determine the current water quality conditions and to evaluate the impact of development on the groundwater quality.

### **Water Supply Survey Form**

A copy of your water supply survey form is attached. There is a separate form for each well on each property that you own. Property ownership and tax map information are printed in blue. (The address printed next to the "location" is the future 911 address - don't worry about that). Please review these data to make sure that they are accurate. If you receive more than one form please check to make sure that we have the wells located on the correct lots. It would be helpful if you included your Chebeague Island telephone number in the red box in case we need to call you with questions.

Information that we obtained in the 1992 study and from additional sources such as recent well driller records is printed in red. Please review these data for accuracy and make any necessary corrections. If there form is blank, please fill in any information that you have. Please fill out a separate form for each well on your property.

Please return your form(s) as soon as possible in the enclosed self-addressed stamped envelope. If want a copy of the your well information we will be happy to provide it, but *please* return this form so that our study can be as complete as possible. Extra blank forms are available at the Library, the store or on the boat, or by calling Sevee & Maher Engineers at 829-5016.

### **Water Sampling**

Part of our study involves the collection of water samples from 80 to 100 wells on the Island to determine the current water quality on the Island and to evaluate the impact of development on the Island groundwater. Samples will be tested for a limited number of parameters including: pH, specific conductance, nitrate, iron, sodium and bacteria. The water test is free to Island residents. Carol White, Mike Maher, Jake Muzzy and Bill Dawson will be collect water samples from selected wells during the month of August. We will be contacting selected well owners in the next few weeks to schedule sampling.

If you have any questions about the well survey or the water sampling program please call Carol White at SME at 829-5016 or at 846-4769 on the Island.

## CHEBEAGUE ISLAND WATER SUPPLY SURVEY 2001

OWNER:	MAHER, PETER M	MAP	LOT
LOCATION:	00018 ROSE POINT ROAD	102	51B
LOCAL PHONE:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

### WELL INFORMATION

<p>Is this well used as the water source for a dwelling? <input type="checkbox"/></p> <p>When was your well constructed? <div style="border: 1px solid black; width: 100px; height: 20px;"></div></p> <p>What is the depth of your well from the ground surface (feet)? <div style="border: 1px solid black; width: 100px; height: 20px;"></div></p> <p>If the well is a drilled well how much steel casing was used (feet)? <div style="border: 1px solid black; width: 100px; height: 20px;"></div></p> <p>What is the yield of your well in gallons per minute? <div style="border: 1px solid black; width: 100px; height: 20px;"></div></p> <p>Has your well ever run dry? If yes what year(s) ? <div style="border: 1px solid black; width: 100px; height: 20px;"></div></p> <p>Is there an irrigation system drawing water from this well? <input type="checkbox"/></p>	<p><b>Water Supply Type</b></p> <p><input type="checkbox"/> None</p> <p><input type="checkbox"/> Drilled Well</p> <p><input type="checkbox"/> Dug Well</p> <p><input type="checkbox"/> Spring</p> <p><input type="checkbox"/> Other</p>
<p>Comments <div style="border: 1px solid black; width: 100%; height: 40px;"></div></p>	

### WATER QUALITY

Parameter Name	Check this column if your water quality is effected by any of these:	Check this column if you have a treatment system installed to treat any of these:
None	<input type="checkbox"/>	<input type="checkbox"/>
Iron	<input type="checkbox"/>	<input type="checkbox"/>
Sulfur (odor)	<input type="checkbox"/>	<input type="checkbox"/>
Salt	<input type="checkbox"/>	<input type="checkbox"/>
Bacteria	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>

### WASTE WATER SYSTEM

<p><input type="checkbox"/> None</p> <p><input type="checkbox"/> Septic System</p> <p><input type="checkbox"/> Cesspool</p> <p><input type="checkbox"/> Holding Tank</p> <p><input type="checkbox"/> Overboard Discharge</p> <p><input type="checkbox"/> Outhouse</p> <p><input type="checkbox"/> Other</p>	<p>Check if you use a garbage disposal: <input type="checkbox"/></p> <p>Check if you have a seperate gray water system: <input type="checkbox"/></p> <p>What year was the system constructed? <div style="border: 1px solid black; width: 80px; height: 20px;"></div></p> <p>What size of tank (gallons)? <div style="border: 1px solid black; width: 80px; height: 20px;"></div></p> <p>When was your system last pumped? <div style="border: 1px solid black; width: 80px; height: 20px;"></div></p> <p>Comments <div style="border: 1px solid black; width: 100%; height: 30px;"></div></p>
---	--

### PERMISSION

	YES	NO
Do we have permission to locate your well?	<input type="checkbox"/>	<input type="checkbox"/>
Do we have permission to collect a water sample	<input type="checkbox"/>	<input type="checkbox"/>



MAINE SCHOOL ADMINISTRATIVE DISTRICT #51  
CUMBERLAND / NORTH YARMOUTH

P. O. Box 6A

Cumberland Center, ME 04021

Web site: [www.msad51.org](http://www.msad51.org) - Phone: 829-4800

Board of Directors

Agenda

<i>DATE</i>	<i>Time</i>	<i>Place</i>
Tuesday August 7, 2001	1:00 PM – 6:00 PM	Down-East Village Restaurant 705 Rt. 1 Yarmouth, ME 04096

Board Member Workshop  
Annual Retreat

- 
1. Call To Order - by MSAD #51 Board of Directors Vice Chairperson, Kim True
  2. Approval of Minutes
  3. Adjourn Meeting \_\_\_\_\_ PM





### MSAD #51 Mission

The mission of MSAD #51 is to guide all students as they acquire enthusiasm for learning, assume responsibility for their education, achieve academic excellence, and discover and attain their personal bests.

To accomplish this mission, the MSAD #51 community will collaborate to:

- Use effective instructional practices and provide professional development to assure that all students meet or exceed the District's benchmarks and outcomes;
- Ensure a safe and respectful environment where all feel a sense of belonging; and
- Promote parental participation as fundamental to each student's success.

### Board Goals for 2000-2001

1. Support the District's work in curriculum, assessment, instruction and professional development through:
  - Promoting educational programming based on student learning needs;
  - Measuring the District's progress towards achieving our mission, including the certification that all students meet the State's Learning Results by 2003; and
  - Effectively communicating the results of our District's work.
2. Execute the Resolution on Facilities Planning by ensuring the timely completion of the Charges made to the Building Committees, and support measures to relieve constraints due to conditions created by our current facilities.
3. Promote sound resource management through:
  - Supporting measures to use time more effectively, such as one or more measures identified in the Time Task Force Report;
  - Developing long-term strategies to ensure that future leadership and personnel needs are met;
  - Involving the Board in the budget planning process; and
  - Effectively communicating to the public the District's resource needs.

### MSAD #51 Board of Directors

John Aromando	829-6861	jaromando@pierceatwood.com
Maryellen Fitzpatrick	829-4657	efitzpa486@aol.com
Polly Haight Frawley	657-2373	PHFraw@aol.com
Betts Gorsky	781-2234	bjgorsky@hotmail.com
Audrey Lones	829-4171	audrey@alum.mit.edu
Henry Kennedy	829-6979	hrk@kieve.org
Kim True	829-3209	ktrue1@maine.rr.com
Bob Vail	829-5393	

### **Upcoming Meetings/Events**

7/24/01 – Steering Comm., GHS Library, 7:00 PM  
8/30/01 – Drowne Rd. Multi-age Picnic  
9/5/01 – Grade 4 Open House  
9/6/01 – Grade 6 Open House, 7:00 PM  
9/6/01 – MIW Cookout, 5:30 PM  
9/10/01 – Grade 5 Open House  
9/11/01 – Kindergarten Open House, 6:30 – 8:30 PM  
9/13/01 – Grade 1 Open House  
9/19/01 – Grade 3 Open House  
9/20/01 – GHS Open House  
9/24/01 – Grade 2 Open House  
9/26/01 – GJHS Open House



# TOWN OF CUMBERLAND, MAINE

290 Tuttle Road

Cumberland Center, Maine 04021-9321

Telephone (207) 829-5559 • Fax (207) 829-2214

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July 26, 2001

Dear Cumberland Meadows Resident:

The purpose of this letter is to update you on several issues relating to your homes.

First, we want to inform you of the status of the building project for the new middle school on the property adjacent to the Cumberland Meadows Senior Housing and Cumberland Meadows Condominiums. We want to assure you that the Town is monitoring the planning process and is working to ensure that the project has the least possible impact on the residential housing surrounding the site. In fact, we hope to improve the drainage in this area by working cooperatively with the engineers for the project. As you may recall, a previous letter mailed to you indicated that we would be correcting the drainage on-site and repaving those driveways/walkways that required it. Since it is necessary to wait to see how the final plans for the school come together, we will not be undertaking any of the drainage work right away, but we will be working on the paving and hope to have it completed by this fall.

You may recall from that previous letter that we would be contacting you to make an appointment to view your apartments to begin tracking the condition of the units. Pam Bosarge will be contacting you shortly to arrange these visits.

We were pleased to receive four applications from residents interested in filling the resident seat on the Housing Authority Board. The applications have been turned over the Town Council Appointments subcommittee who will be conducting "get to know you" interviews soon. We hope that the new Board member will be appointed and ready to serve at our next Authority meeting in September.

One final note: Win Rice will be moving into 64 Hawthorne Court on August 1st. We know that each of you will join us in making her feel welcome in her new home.

As always, if you have any questions, concerns or comments, don't hesitate to contact me at 829-2205.

Enjoy the rest of the summer!

Sincerely,

Carla Nixon  
Assistant Town Manager  
Housing Authority Executive Director





# ISLAND INSTITUTE



Council  
MS  
8-13-01

386 MAIN STREET  
POST OFFICE BOX 648  
ROCKLAND, MAINE 04841-0648  
TEL (207) 594-9209 • FAX (207) 594-9314  
E-MAIL [inquiry@islandinstitute.org](mailto:inquiry@islandinstitute.org)  
[www.islandinstitute.org](http://www.islandinstitute.org)

## Casco Bay Forum Wednesday, June 13, 2001 Meeting Minutes

Attending: Ruth Mistark, Cliff Island; Francis Murphy, Long Island; Howard Heller and Claire Fillietaz, Peaks Island; David Platt, Island Institute.

Major issues: deer, sewers and roads, parking, school population, clams, browntail moth.

### Peaks:

Howard Heller reported substantial activity by Portland Public Works crews, which had paved shoulders with recycled asphalt but are now digging up the asphalt and replacing it with gravel, following complaints. The community is "divided" on this project, he said. The Portland Water District is still working on its sewer/brown water/storm water separation project, and is extending public water lines on the island, which will make a few more lots available for development. Peaks is already maxing out its treatment facility. Again, the community is divided — growth vs. conservation. Portland Zoning Board of Appeals is now enforcing a new height restriction on houses. Islanders are happy, he reported, on their recent deer cull, which left approximately 50 deer on the island. The city continues to spend money on the Peaks transfer station, with some islanders objecting to the "blight" in the middle of the island. The population of the Peaks school has dropped below 100, reflecting the island's older population. At the same time there have been a number of births and a number of young couples moving to the island. These young parents are heavily involved in school activities, which is a positive development.

Claire Fillietaz reported on a growing parking problem for islanders who visit Portland. Islanders currently may lease spaces at Casco Bay Lines' garage for \$70 or more per month, depending on how long they've been parking there. In addition, there is outside parking on land formerly used by Bath Iron Works, but that parking is threatened by the city's proposed cruise ship development there. Now the city has sent islanders a survey concerning parking, which is already a serious problem and getting worse. It could end up forcing islanders to live elsewhere. Claire suggests a meeting of islanders to discuss the parking situation, and would like to know what other coastal towns and cities' policies are. (Island Institute might research this)



Cliff:

Ruth Mistark reported that things are "quiet" there, except for the parking problem on the mainland. She had spoken with a number of islanders who had expressed concern over the lack of security at the BFW parking lot. Cliff has "quite a few" deer, but has had no hunt yet. There is a new teacher at the school; 7 students; 4 more coming up. Students performed "Hamlet" at the end of the school year. A new Island Institute fellow will be working with the island's ACE summer recreation program. Cliff Island sprayed from the ground for browntail moths, in a restricted area. No other islands reported infestations this year.

Long:

Francis Murphy reported that 37 deer were taken during last fall's hunt, partly by regular hunters, partly sharpshooters in a depredation hunt. A deer committee is currently meeting, and there is a difference of opinion over hunting policy: some want hunting on weekends, others are against it because it restricts use of island trails during November. Deer population estimates for this year aren't in yet. Depending on what's learned about the population, the state may favor a doe hunt next year. The Long Island library expansion project has raised about \$600,000 of the \$980,000 it needs. There is a growing parking problem on Long Island as islanders take advantage of their new wharf, and the mainland parking situation is serious as well. A lot of new septic systems are being installed. Francis Murphy was recently appointed shellfish warden, and attended a 3-day school for wardens at the Department of Marine Resources in Boothbay Harbor. But there are not many clams, he reported, and numerous areas remain closed because of overboard discharges. Long Island recently launched a new fire-rescue boat to replace the smaller one it has used for the past several years. The boat was launched June 10, and was used to transport a heart patient to Portland the following day. The trip took only 15 minutes, as opposed to the 20 or more minutes required by the old boat. The Long Island tank farm excavation project is nearly complete, and the federal government has agreed to do the remaining work. The island has received state money to replace septic systems and old oil tanks.

Minutes prepared by David Platt  
Publications Director  
June 13, 2001



"Oldest Tax"

MOTION FOR <sup>1</sup>ITEM ~~95-119~~

To authorize and direct the Tax Collector/Treasurer, pursuant to Title 36, M.R.S.A., section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.