

AGENDA

Cumberland Town Council Meeting
Town Council Chambers
MONDAY, June 3, 2013
6:30 p.m. Call to Order

I. CALL TO ORDER

II. RECESS TO EXECUTIVE SESSION pursuant to 1 M.R.S.A., § 405(6)(C) re: real property acquisition.

III. APPROVAL OF MINUTES May 13, 2013

IV. MANAGER'S REPORT

V. PUBLIC DISCUSSION

VI. LEGISLATION AND POLICY

- 13 – 087** To hold a Public Hearing to consider and act on a Mass Gathering Permit for the United Maine Craftsmen's 44th Annual Cumberland Arts & Crafts Show to be held from August 8th through 11th, 2013 at the Cumberland Fairgrounds.
- 13 – 088** To hear a presentation from Peter Bingham of Cumberland Recreation re: Frisbee Golf at Twin Brook.
- 13 – 089** To hold a Public Hearing to consider and act on annual Victualer's Licenses for Non-Profit Organizations for the period of July 1st, 2013 – June 30th, 2014.
- 13 – 090** To authorize the Town Manager to award the bid for the Blanchard Road Reconstruction Project.
- 13 – 091** To set a Public Hearing date (June 17th) to consider and act on a Mass Gathering Permit for the 142nd Cumberland Fair to be held from September 22nd – 29th, 2013 at the Cumberland Fairgrounds.
- 13 – 092** To appoint a member to the Planning Board.
- 13 – 093** To set a Public Hearing date (June 17th) to award the Tax Anticipation Notes for FY2014.
- 13 – 094** To set a date of June 17th to hear a report from the Finance Committee Chair and to authorize the Town Manager to transfer inter-departmental operating funds for FY'13.
- 13 – 095** To authorize the Town Manager to enter into a 60-month equipment lease agreement with Formax for the lease of a postage meter.

VII. NEW BUSINESS

- FOAA Training on June 17th with Jensen, Baird, Gardner & Henry at 6:00 p.m.

VIII. ADJOURNMENT

MOTIONS

MOTIONS

Call to order.

I move to recess to EXECUTIVE SESSION pursuant to 1 M.R.S.A., § 405(6)(C) re: real property acquisition.

Return to meeting.

I move to authorize the Town Manager to negotiate, develop and bring back to the Town Council for review and possible action, a PILOT (Payment in Lieu of Taxes) for the Maine State Golf Association.

13 – 087 I move to approve the Mass Gathering Permit for the United Maine Craftsmen's 44th Annual Cumberland Arts & Crafts Show to be held from August 8th through 11th, 2013 at the Cumberland Fairgrounds.

13 – 088 I move to authorize the Town Manager to have a Frisbee Golf Circuit installed at Twin Brook, as presented this evening.

13 – 089 I move to approve the annual Victualer's Licenses for Non-Profit Organizations for the period of July 1st, 2013 – June 30th, 2014.

13 – 090 I move to authorize the Town Manager to award the bid for the Blanchard Road Reconstruction Project to A.H. Grover in the amount of \$472,411.40, and further authorize the Town Manager to expend up to an additional \$500,000 which will be reimbursed to the Town by the Maine Department of Transportation.

13 – 091 I move to set a Public Hearing date of June 17th to consider and act on a Mass Gathering Permit for the 142nd Cumberland Fair to be held from September 22nd – 29th, 2013 at the Cumberland Fairgrounds.

13 – 092 I move to appoint Teri Maloney-Kelly to the Planning Board.

13 – 093 I move to set a Public Hearing date of June 17th to award the Tax Anticipation Notes for FY2014.

13 – 094 I move to set a date of June 17th to hear a report from the Finance Committee Chair and to authorize the Town Manager to transfer inter-departmental operating funds for FY'13.

13 – 095 I move to authorize the Town Manager to enter into a 60-month equipment lease agreement with Formax for the lease of a postage meter.

MINUTES

5/13/13

MINUTES

Cumberland Town Council Meeting

Town Council Chambers

MONDAY, May 13, 2013

7:00 p.m. Call to Order

Present: Councilors Stiles, Turner, Copp, Storey-King, Gruber, and Perfetti.

Excused: Councilor Jennings

I. APPROVAL OF MINUTES

Motion by Councilor Storey-King, seconded by Councilor Perfetti, to approve the April 22, 2013 minutes as presented.

VOTE: 6-0 UNANIMOUS

II. MANAGER'S REPORT

- **Phase II engraving of Veterans names**

There will be a dedication of the second round of names that were just engraved on the monument on Memorial Day. The parade will start at 10:00 a.m. with the dedication at the monument in Moss Side Cemetery at 10:30 a.m. Town Councilor Gruber will be the guest speaker this year.

- **Snow Plow Rodeo results**

Cumberland was represented by Dan Burr and James Liebowitz at the annual Snow Plow Rodeo. They came in second place for Cumberland County. This was the James's first year with a CDL license. He did a great job. They will be competing in the state championship in June. We wish them luck.

- **Town Hall weekend parking**

This coming weekend will be the first weekend of the season that the Farmers Market and Little League games taking place at the same time. Little League takes up the majority of parking at the rear of Town Hall and with the Farmers Market in the front, it should be a very busy Saturday at Town Hall.

III. PUBLIC DISCUSSION

None

IV. LEGISLATION AND POLICY

13 – 082 To hold a Public Hearing to consider and act on a Class III (vinous only) and Class IV (malt liquor) Liquor License for Doc's Café.

Chairman Stiles opened the Public Hearing.

Public discussion: None

Town Manager Shane said that the application is complete and the owner, Rebecca Williams is present to answer any question. He said that Ms. Williams has done a fantastic with the café and it is good to see that the business is going so well.

Ms. Williams said that Doc's will have extended hours for the summer months, staying open until 8:00 p.m. and will begin serving gelato.

Chairman Stiles closed the Public Hearing.

Motion by Councilor Perfetti, seconded by Councilor Turner, to approve the Class III (vinous only) and Class IV (malt liquor) Liquor License for Doc's Café.

VOTE: 6-0 UNANIMOUS

13 – 083 Review of Personnel Policy.

Councilor Storey-King explained that the Ordinance Committee met last week to review the personnel policy. She introduced Assistant Town Manager, Alyssa Tibbetts to give a brief overview.

Ms. Tibbetts explained that per the Town Charter, the Council shall enact a personnel ordinance and review it annually. There has been a personnel policy in place for years, and given the language in the Charter, it was decided to be in conformance. The term policy will be changed to ordinance throughout the document and it will be codified this year. Other changes include:

- The standard work week and hours of work definition was changed to match the Town Hall schedule that has been in effect for a few years now (closed Friday).
- The incentive program for employees who opt out of our health insurance is explained in detail as well as the wellness program.
- The inclement weather policy has been changed to state that Town Hall will not be closed due to inclement weather. If an employee opts to stay home or leave early due to a storm, they must use their sick time (up to 12 hours per year).

Moved by Councilor Turner, seconded by Councilor Perfetti, that pursuant to the Town of Cumberland Council Manager Charter, Article 4 (Personnel Management), I move to amend the Personnel Policy as attached.

Further, the Town Manager is directed to codify the amended May 13, 2013 Personnel Ordinance.

VOTE: 6-0 UNANIMOUS

13 – 084 To set a Public Hearing date (June 3rd) to consider and act on a Mass Gathering Permit for the United Maine Craftsmen's 44th Annual Cumberland Arts & Crafts Show to be held from August 8th through 11th, 2013 at the Cumberland Fairgrounds.

Motion by Councilor Perfetti, seconded by Councilor Gruber, to set a Public Hearing date of June 3rd to consider and act on a Mass Gathering Permit for the United Maine Craftsmen's 44th Annual Cumberland Arts & Crafts Show to be held from August 8th through 11th, 2013 at the Cumberland Fairgrounds.

VOTE: 6-0 UNANIMOUS

13 – 085 To appoint a member to a vacant committee seat.

Motion by Councilor Copp, seconded by Councilor Perfetti, to appoint Susan Nolde to the Lands & Conservation Commission and the Prince Memorial Library Advisory Board.

VOTE: 6-0 UNANIMOUS

13 – 086 To countersign the Warrant and Notice of Election to call the June 11, 2013 M.S.A.D. 51 Budget Validation Referendum.

Motion by Councilor Perfetti, seconded by Councilor Turner, to countersign the Warrant and Notice of Election to call the June 11, 2013 M.S.A.D. 51 Budget Validation Referendum.

VOTE: 6-0 UNANIMOUS

V. NEW BUSINESS

Councilor Turner – None

Councilor Copp – He noticed between Mill Road and Cumberland Center, there are piles of wood and numerous televisions and computer monitors that were placed out for large item pick up. They will not be taken and people have to take them to Riverside Recycling in Portland.

Councilor Storey-King – On May 22nd she will attend the next meeting of Korean War Veterans Celebration Committee. The celebration will take place on Veterans Day in November. If anyone knows of any Korean War Veterans, please give their name to her.

Greely High School prom took place last Saturday evening. She is grateful every year when prom is over with no catastrophes. The police department has resources such as 21 Reasons to help parents keep kids safe.

Thank you to Councilor Gruber for giving her and her students a tour of the food pantry. Since the tour, her students have been very excited and coming up with ideas to get food donated for the food pantry.

Councilor Gruber – The Girl Scouts did a back pack program for the Food Pantry. The program brought in types healthy products that kids enjoy eating. They were put into back packs and given to families with children who need healthy snack options when they are not in school.

The post office had a food drive last weekend. Thank you to the community for donating food.

Chairman Stiles – This is the last meeting that will be held in May. The next meeting will be on June 3rd.

Councilor Perfetti – None

Town Manager Shane – The award of bid for the Blanchard Road reconstruction project will take place at the June 3rd Town Council meeting.

The Mayor of Lewiston sent a thank you letter to the Council thanking them for the assistance that Cumberland gave during the 3 fires in Lewiston recently.

VI. EXECUTIVE SESSION pursuant to 1 M.R.S.A., §405(6)(A) re: a personnel matter.
Motion by Councilor Copp, seconded by Councilor Perfetti, to recess to EXECUTIVE SESSION pursuant to 1 M.R.S.A., §405(6)(A) re: a personnel matter.

VOTE: 6-0 UNANIMOUS

TIME: 7:35 p.m.

VII. ADJOURNMENT

Motion by Councilor Storey-King, seconded by Councilor Gruber, to adjourn.

VOTE: 6-0 UNANIMOUS

TIME: 8:05 p.m.

Respectfully submitted by:

Brenda L. Moore
Council Secretary

MANAGER'S REPORT

ITEM

13-087

To hold a Public Hearing to consider and act on a Mass Gathering Permit for the United Maine Craftsmen's 44th Annual Cumberland Arts & Crafts Show to be held from August 8th through 11th, 2013 at the Cumberland Fairgrounds

MEMORANDUM

To: William Shane, Town Manager
From: Tamara O'Donnell, Town Clerk
Re: United Maine Craftsman Craft Show

I held a meeting at 3:00 p.m., on Thursday, March 23, 2012, with Cumberland Farmer's Club President Mike Timmons, Police Chief Charron, Lt. Milt Calder, and Deputy Fire Chief Bernier.

I reviewed in detail the requirements of the Mass Gathering Ordinance with Mr. Timmons. The following represents our mutual understanding:

- Exact attendance levels are unknown, however, it was determined that 10,000 is likely. Therefore, the organizers will pay the Major Mass Gathering fee of \$500.00.
- Entrance fee for attendees is \$4.00 per person
- The 2011 United Maine Craftsman Fair will be held August 8th, 9th, 10th and 11th. The hours will be Thursday, Friday and Saturday 9 a.m.-5:00 p.m., Sunday 10:00 a.m.-4:00 p.m.
- Vehicles will be flagged from the entrance to the parking area and the entrance fee will be paid after parking. There is no parking fee.
- There will be parking attendants for the parking areas. The Tuttle Road United Methodist Church group have been hired to be flaggers for parking again this year. Police will be onsite to help with pedestrian traffic. The Blanchard Road lot will be open.
- There will be approximately 250 artisans selling their handcrafted products.
- Additional security staff have been hired by Publicover Security.
- There will be 1 Paramedic, 1 EMT, and 1 Supervisor from the Fire Department on site.
- There will be 1 Fire Engine on site.
- There will be 3 police officers on duty at the event.
- Communication between parties will be by two way radio and cell phone.
- Food Vendors will be handled exclusively through the Farmers' Club. There are approximately 14 food vendors signed up.
- A copy of the contract with Troiano Waste Services, as well as a copy of the event insurance coverage naming the town as an additional insured is attached to the application.
- Contact person for this event is Ms. June Budrow. Contact number is 621-2818.

Approximate fees for this event are as follows:

\$1,950.00	-	Police Coverage
\$1,275.00	-	Fire/EMS Coverage

I believe we have covered all areas related to the Mass Gathering Permit application. I anticipate that this event will be very successful and well managed. I hope the weather cooperates and they have a wonderful turnout. Thank you.

MAR 15 RECD

TOWN OF CUMBERLAND

Publication Dates: _____
Publication Names: _____
Date Filed: _____
Fee Received: _____
Date Ordinance Received: _____
Issued: _____
Denied: _____

Mass Gathering Application-Major Outdoor Event (5,000 or more 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 \$500.00.

Name of Applicant: United Maine Craftsmen, Inc.

Address of Applicant: 16 Old Winthrop Rd. #2 Manchester ME 04351

Name of Event: 44th Cumberland Arts & Crafts Show

Facility where the event will be held: Cumberland Fairgrounds

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

Name of promoter (if different from above): Same

Telephone number: 207-621-2818

Date of Event: Aug. 8-11, 2013 Time (start and finish times): Thurs-Sat 9-5
Sun 10-4

Number of tickets available: unlimited - sold at gate

Expected attendance: 10,000 +/-

Description of event: 250 +/- Maine Artisans selling their
handcrafted products

Will any food vendors be serving at the event: ☒ yes, _____ no, (if yes, how many, and
what types) 10 +/- food vendors/concessions in free standing
tents / truck units and Lions Club Building

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 what 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. 11th Fall Festival of Arts & Crafts - Smiling Hill Farm, Westbrook M
Sept 8, 2012 870 exhibitors 1998 customers
2. 43rd Cumberland Arts & Crafts Show - Cumberland Fairgrounds, Cumberland
Aug 9-12, 2012 Customers 7900
3. Bangor Arts & Crafts Show 10th Fall Festival Arts & Crafts Show
Sept 10, 2011, 100 Exhibitors 2500 customers

Description of facility:

- A. Seating capacity: — permanent; — temporary
- B. Other seating capacity: — festival; — standing room only (sq. ft.)
- C. Number of toilets available: 12 on site permanent; 14 portable plus 3 handicap
- 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: Portland Water District
- G. Refuse containers available, number and size: (2) 30 yard roll-off containers
- H. Name of refuse disposal company (attach a copy of the agreement to pick up refuse)
Tritorano Waste Services
- I. When will refuse be picked up? Monday, August 12th

Public Safety:

- J. Describe first aid facilities: Cumberland Rescue
- K. Describe emergency facilities: Cumberland Police & Rescue
- L. Describe communication facilities: All necessary personnel will carry radios - cell phone also available
- M. Number of certified police officers: 1 on site - will increase if necessary
- N. Other security personnel (include company name and qualification): —
- O. Describe fire personnel: Cumberland Fire Dept

Traffic Plan

- P. Description of routes persons attending the event are likely to take, include number of traffic controllers and deployment descriptions. Cumberland Police will be at the Blanchard Rd gate to assist with traffic if necessary
- Q. Describe methods used to publicize alternate routes of reaching the scene of the event.
Directional signs
- R. Attach statement of availability of private towing firms to remove disabled vehicles.

Crowd Management

- S. Plan for discouraging those not holding tickets for the event from not coming to the event Site. All gates manned during show hours.
- T. Plan for preventing trespassing on private property in the area.
Not an issue
- U. Will all publicity stop as soon as it is apparent that the event is sold out? Yes;
Not an issue
- V. Description of how the event will be publicized, include how a sell-out will be publicized.
TV, print, e-mail, posters, flyers, postcards, website
- Other: (sell out not an issue)
- W. Name of liability insurance Zurich Insurance
Amount of coverage 2,000,000; amount of property insurance 1,000,000
- X. Preferred type of performance guarantee (i.e. escrow account, irrevocable letter of credit)
N/A

Jane Budhaw
Authorized Signature

On _____ (date), I received a copy of the Cumberland Mass Gathering Ordinance.

Authorized Signature

Cumberland Farmer's Club

Mike Timmons, President
140 Bruce Hill Road
Cumberland, ME 04021
Business Telephone: 207-829-5531 Fax: 207-829-3205

Rental Agreement

NAME OF ORGANIZATION: United Maine Craftsmen, Inc.

EVENT DATES: August 8-9-10-11, 2013

Rental of Grounds for the period August 5, 2013 through, August 12, 2013 \$8,200.00
Rent for Exhibition Hall 500.00

Maintenance person on grounds during event \$ N/A

Camping to be handled by the Cumberland Farmers Club.

The following conditions will apply:

United Maine Craftsmen will provide proof of \$1,000,000 liability insurance and name Cumberland Farmers club as co-insured.

Terms: One-half of rental due at the time of signing of this agreement; the balance due the day before the scheduled event.

NAME OF ORGANIZATION: United Maine Craftsmen, Inc.

MAILING ADDRESS: 16 Old Winthrop RD #2, Manchester, ME 04351

TELEPHONE NUMBER: 207-621-2818 **FAX#** 207-621-1945

FEDERAL ID# 23-7072870

DATES OF RENTAL: August 5-12, 2013

Date Signed: 3/27/13

June Budrow

Signature of Authorized Person for UMC
June Budrow, Administrator

Date Signed: 4/15/2013

Michael Timmons

Cumberland Farmers Club Official



United Maine Craftsmen, Inc.

16 Old Winthrop Road
Manchester, Maine 04351

207-621-2818

Fax: 207-621-1945

info@unitedmainecraftsmen.com

www.unitedmainecraftsmen.com

March 27, 2013

Ms. Jean Duchesneau
CUMBERLAND POLICE DEPARTMENT
290 Tuttle Road
Cumberland ME 04021

Dear Jean,

The 44th Annual Cumberland Craft Show will be taking place from August 8-11, 2013. We would again like you to provide us with police services (one officer) for the duration of the show. We will need your service from 9:00AM- 5:00PM, Thursday through Saturday, and 10AM – 4PM on Sunday.

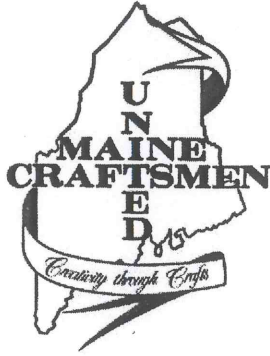
Please send a confirmation and estimate to the above address. Please contact me if you have any questions.

Thank you.

Sincerely,

June Budrow
Administrator

cc: Anne Cole-Fairfield, Show Co-Director
Pam Shockley, Show Co-Director



United Maine Craftsmen, Inc.

16 Old Winthrop Road
Manchester, Maine 04351

207-621-2818

Fax: 207-621-1945

info@unitedmainecraftsmen.com

www.unitedmainecraftsmen.com

March 27, 2013

Mr. Nate Schools
CUMBERLAND RESCUE
366 Tuttle Road
Cumberland ME 04021

Dear Mr. Schools,

The 44th Annual Cumberland Craft Show will be taking place from August 8-11, 2013. We would again like you to provide us with rescue services for the duration of the show. We will need your service from 9:00AM- 5:00PM, Thursday through Saturday and 10AM to 4PM on Sunday.

Please send a confirmation and estimate to the above address. Please contact me if you have any questions.

Thank you.

Sincerely,

June Budrow
Administrator

cc: Anne Cole-Fairfield, Show Co-Director
Pam Shockley, Show Co-Director

ITEM

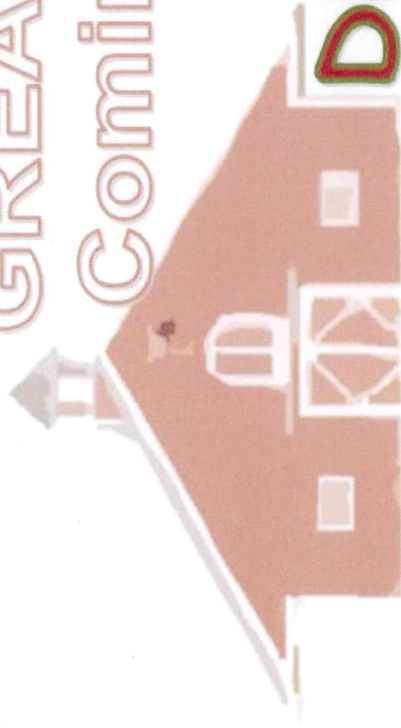
13-088

To hear a presentation from Peter Bingham of Cumberland
Recreation re: Frisbee Golf at Twin Brook

Twin Brook Disc Golf Course Proposal

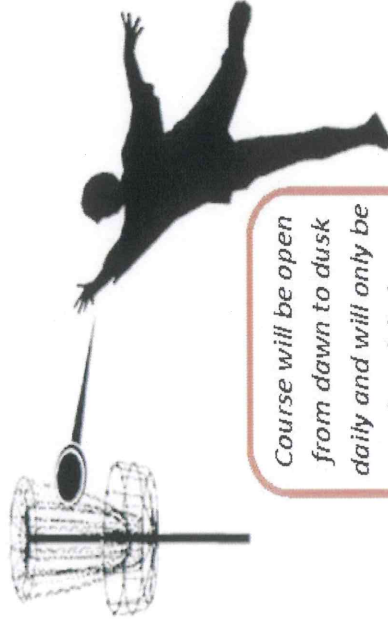
Peter C. Bingham, Recreation Superintendent
Town of Cumberland, Maine
May 10th, 2013

GREAT FAMILY FUN Coming June 2013! Twin Brook Disc Golf Course



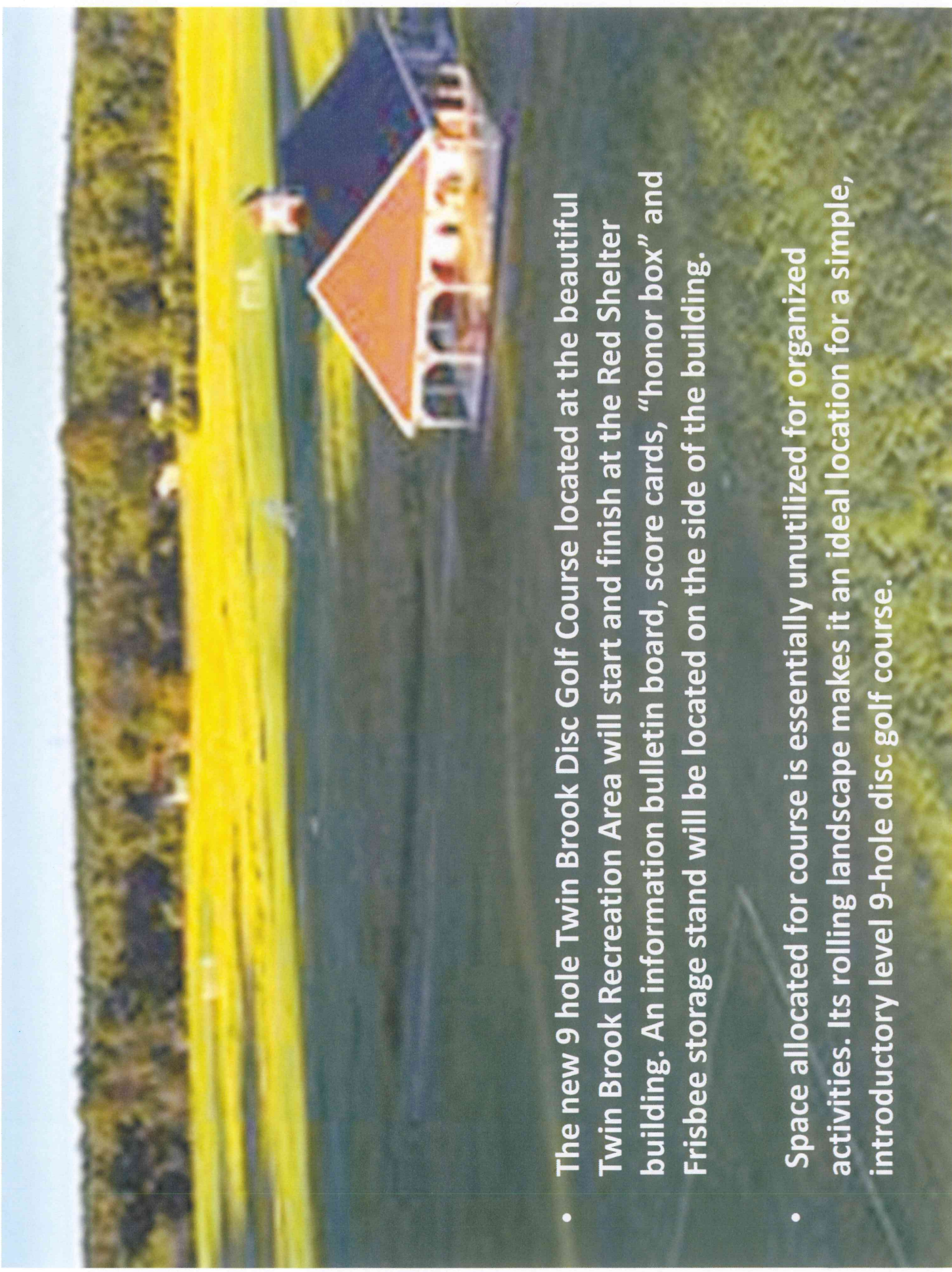
Beginning in June, Twin Brook will be home to our new 9 hole Disc Golf Course. The course will be based out of the Shelter Building which will have course information/map and scorecards available at the building.

The cost for all day unlimited play is \$5 per person or \$10 for a group of two or more. Payment is on the honor system.



Course will be open from dawn to dusk daily and will only be closed during inclement weather or during major events

Look for more info coming soon!



- The new 9 hole Twin Brook Disc Golf Course located at the beautiful Twin Brook Recreation Area will start and finish at the Red Shelter building. An information bulletin board, score cards, “honor box” and Frisbee storage stand will be located on the side of the building.
- Space allocated for course is essentially unutilized for organized activities. Its rolling landscape makes it an ideal location for a simple, introductory level 9-hole disc golf course.

Benefits of Disc Golf

There are virtually few barriers to participating in the activity of Disc Golf while there are numerous benefits.

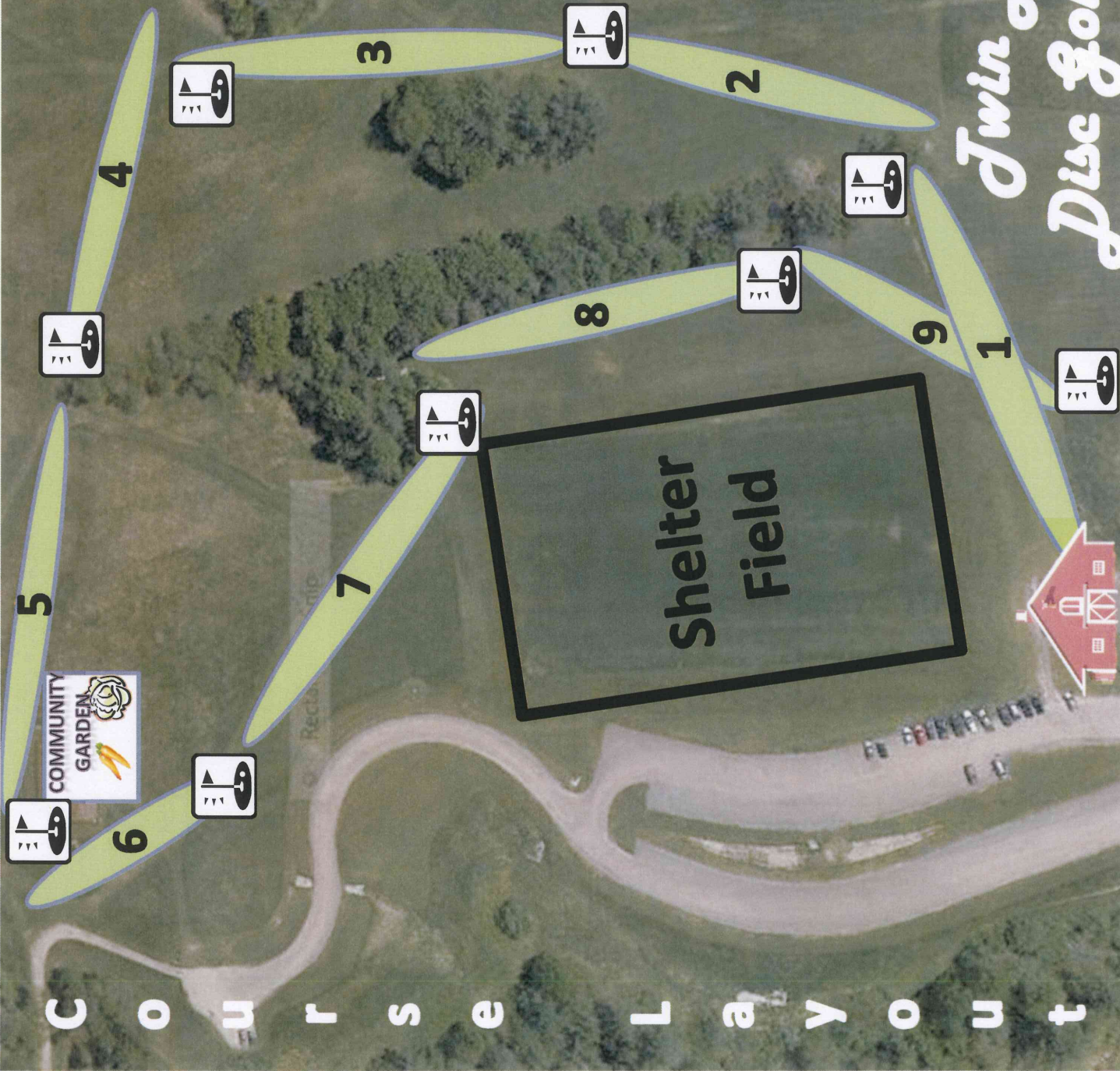
Disc golf provides upper and lower body conditioning, aerobic exercise, and promotes a combination of physical and mental abilities that allow very little risk of physical injury.

Concentration skills increase by mastering shots and negotiating obstacles. Players of limited fitness levels can start slowly and gradually increase their level of play as fitness improves.

Disc Golf can be played alone or in a group. It is a great activity for the family. Individuals and families can play anytime the facility is open. School Department currently implements Disc Golf into their PE curriculum and has expressed interest in using the course during the Disc Golf PE session.

C o u r s e L a y o u t

The initial course layout can be seen here. An area disc golf course owner assisted with the layout and design of the Twin Brook Course. The light green ovals represent each hole and direction. Baskets (see above) would be placed at the end of each hole. The layout makes good use of the slight elevation changes afforded by the variation of the terrain. The term "playability" often comes up when describing disc golf courses. Generally the term refers to the ease of moving along through the course without the danger of losing discs or having to constantly shoot through trees. The proposed layout is extremely playable while still offering a challenge to more experienced players.



Twin Brook Disc Golf Course

Community Garden Detail



Shelter Field Detail



- Disc golf is like traditional golf, except that players use specialized discs similar to Frisbees in place of golf balls, and attempt to throw the discs into above-ground basket targets in the fewest number of throws.

○ Basket

- Interest in the game has boomed in the last 15 years, with the number of courses worldwide increasing from 560 in 1995 to 3,276 in 2010, including **31** permanent courses here in Maine. The popularity of disc golf stems, in part, from its affordability. A golf disc costs as little as \$8, and although experienced players may own dozens of discs, the game can be enjoyed with a single disc.

Tee- May be rotated to minimize excessive wear

A blue portable shower unit is set up in a grassy field. The unit has a blue basket on top and a shower head with multiple nozzles. It is supported by a metal frame. The background shows a line of trees and a clear sky.

Basket

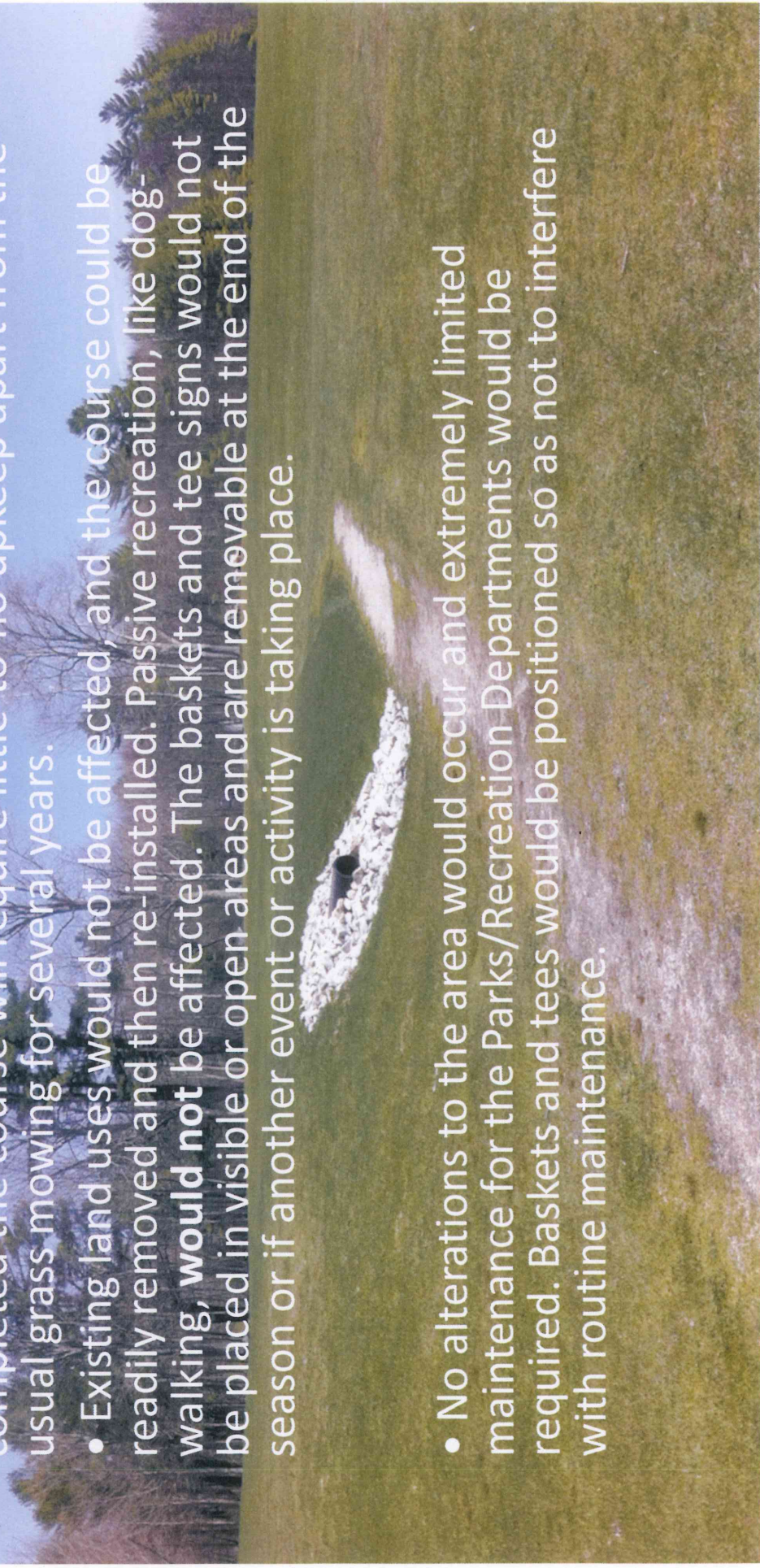
***Weighs roughly 40 pounds**

***Portable**

***Does not require any digging or drilling of holes**

An Easy Transition

- The course would provide a fun, inexpensive recreational opportunity for both the community and visitors.
- Installation and course management is inexpensive. Once the initial purchase of portable baskets, minimal signage and tee areas has been completed the course will require little-to-no upkeep apart from the usual grass mowing for several years.
- Existing land uses would not be affected, and the course could be readily removed and then re-installed. Passive recreation, like dog-walking, **would not** be affected. The baskets and tee signs would not be placed in visible or open areas and are removable at the end of the season or if another event or activity is taking place.
- No alterations to the area would occur and extremely limited maintenance for the Parks/Recreation Departments would be required. Baskets and tees would be positioned so as not to interfere with routine maintenance.



This proposed layout also avoids open spaces and areas where oversaturation is likely to be a problem, meaning the course will be dry most of the season. Each Disc basket is strategically placed in areas where it will blend in with the natural surroundings.



Expenses/Revenue

Initial startup expenses include the following which is within the FY 2012-13 Budget

Initial Expenses

9 Disc Baskets	\$1574.91
Outdoor Bulletin Board Display Case	\$250.00
Loaner Discs	\$200.00
Misc Expenses	\$200.00
Total Startup Costs	\$2224.91 (\$2500.00 in budget line)

Weekly maintenance would include using existing line paint to paint out nine "Tee circles" to designate each starting point. No other maintenance would be required. To avoid excessive wear, "tee circles" would be moved slightly periodically. We would use an iron ranger for the "honor box"

When meeting with the Course Designer, his analysis would be that we could expect 80 to 100 rounds a week. To be conservative we are projecting 40 rounds per week.

Fees: \$5 for daily unlimited play or \$10 for two or more people for unlimited daily play

Revenues

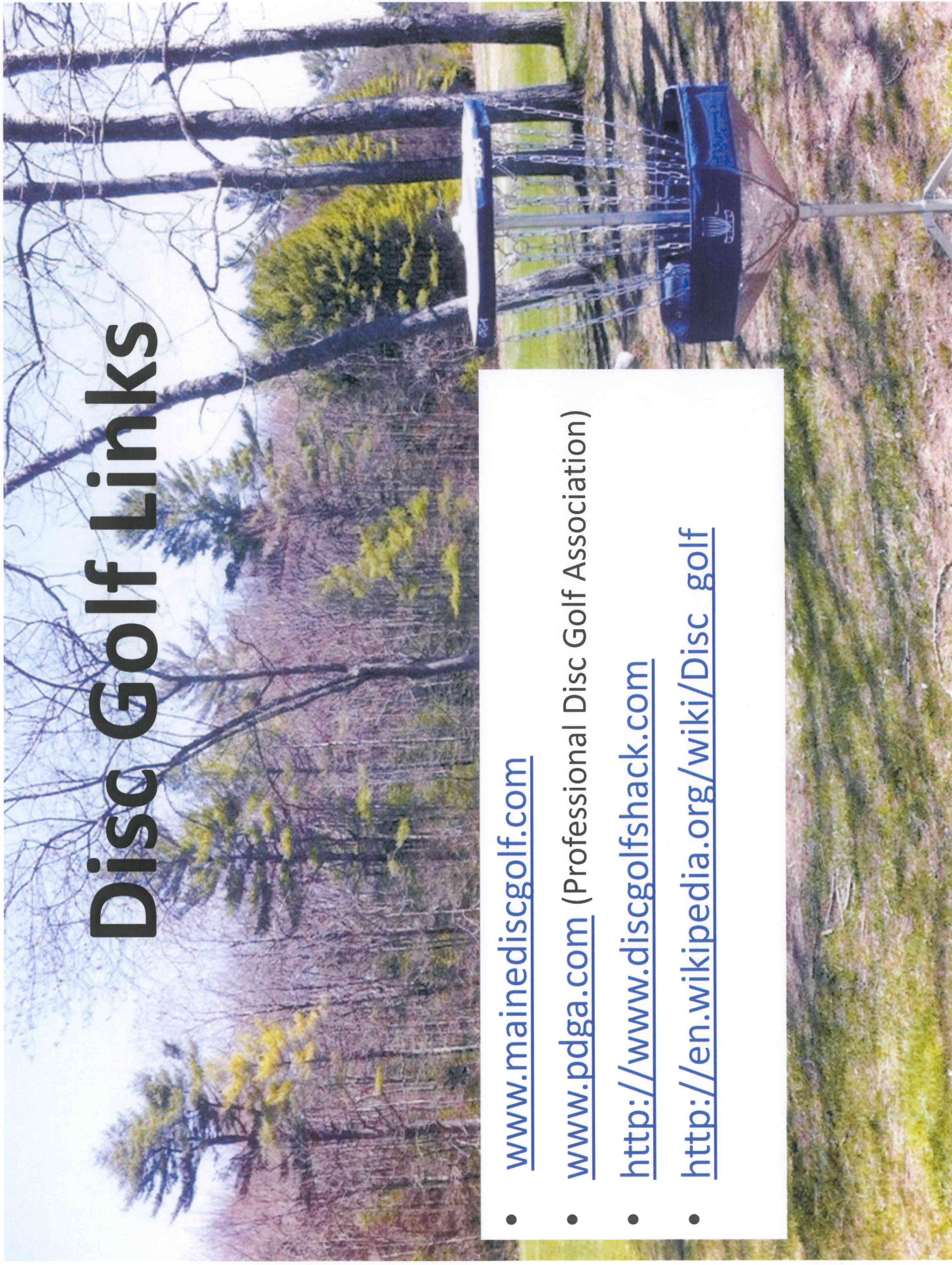
40 rounds per week (minus percentage who do not contribute to honor box)

\$150.00 per week x 20 weeks: \$3000.00 gross for summer/fall 2013

Anticipated payback is < 1 year

Disc Golf Links

- www.mainediscgolf.com
- www.pdga.com (Professional Disc Golf Association)
- <http://www.discgolfshack.com>
- http://en.wikipedia.org/wiki/Disc_golf



ITEM 13-089

To hold a Public Hearing to consider and act on annual Victualer's
Licenses for Non-Profit Organizations for the period of
July 1st, 2013 – June 30th, 2014

FY 2013-2014 TEMPORARY NON-PROFIT VICTULAR'S LICENSES

BUSINESS	ADDRESS	TOWN	STATE
Non-Profits:			
Cumberland/No. Yarmouth Lions Club	John Howard 781-2750	Cumberland	ME
Cumberland Soccer Club	Martha Leggat	Cumberland	ME
Greely Football Boosters	C/O Jim Guidi	Cumberland	ME
Suburban Little League	Gwen Hall 233-3390	Cumberland	ME
West Cumberland United Methodist Church	C/O Carol Myers	Cumberland	ME
4-H (William Stiles)	226 Range Road	Cumberland	ME
Tuttle Road Methodist Church	C/O Carol Storey	Cumberland	ME
Cumberland Boys Lacrosse Boosters	C/O Bonnie Vance	Cumberland	ME
Cumberland Girls Lacrosse Boosters	C/O MacMahon	Cumberland	ME
Gray First Congregational Church	C/O Fran Hutchins	Gray	Me
	9 George Perley Rd.		

TOWN OF CUMBERLAND
APPLICATION FOR TEMPORARY VICTUALER'S LICENSE

CUMBERLAND N.Y. Football Boosters

Business or Trade Name: dba - Greely Football Boosters

Business Address: 14 HEDGECROW Cumberland

Name of Manager: JIM GUIDI - President

Date of Event of New License: Fall Season - Aug. - Oct '03

Signature of Authorized Person: James Guidi

Date: 5/7/13

+++++

Establishment operated by Non-Profit organization - No Fee

Please return application to Town of Cumberland, 290 Tuttle Road, Cumberland, Maine, 04021.

TOWN OF CUMBERLAND
APPLICATION FOR TEMPORARY VICTUALER'S LICENSE

Business or Trade Name: West Cumberland United Methodist Church

Business Address: 5 Upper Methodist Road, Cumberland 04024

Name of Manager: Carol Myers ^{268 Gray Road}
Cumberland, me 04024

Date of Event of New License: Sept. 22-28, 2013

Signature of Authorized Person: Carol Myers

Date: 5/11/2013

+++++

Establishment operated by Non-Profit organization - No Fee

Please return application to Town of Cumberland, 290 Tuttle Road, Cumberland, Maine, 04021.

TOWN OF CUMBERLAND, MAINE
APPLICATION FOR VICTUALER'S (Food Service Establishment) LICENSE

Business or Trade Name: Cumberland-North Yarmouth Lions - FAIR GROUNDS BOOTH .

Business Address: c/o Michael Shaw - 9 Rossi Lane, North Yarmouth, ME 04097 (829-4687) .

Name of Manager: John Howard (781-2750) and/or Randy Bowden (829-3264) .

Date of Event or New License: Aug UMC Craft Show & Sept Farmer's Club Fair, plus additional events as requested by Farmer's Club or event sponsor during year (July 1st to June 30) .

Signature of Authorized Person: _____ Date: April 22, 2013
Lions Club Treasurer

+++++

CHECK THE PROPER CATEGORY OF REQUESTED LICENSE:

- (a) Restaurant or Victualer not serving malt beverages on the premises \$50.00 ____
- (b) Restaurant or Victualer serving malt beverages on the premises \$50.00 ____
- (c) Class A Restaurant, as defined by the Revised Statutes of Maine, serving both malt liquor and spirituous and vinous liquor \$50.00 ____
- (d) A business establishment such as, but not limited to, retail grocery stores, food storage warehouses, bakeries, delicatessen stores, and dairy product stores, where food is stored or is kept for sale and where the total area of the establishment is less than 10,000 square feet \$25.00 ____
- (e) Same as (d) but total area of the establishment is more than 10,000 square feet \$25.00 ____
- (t) Eating and Lodging places. Any place where eating and sleeping accommodations are furnished to the public such as hotels, motels and bed and breakfasts \$100.00 ____
- (g) Establishment operated by Non-Profit organization NO FEE X
- (h) Vending Machine \$10.00 ____
- (i) Temporary Vending Unit operating at a fair. Per Unit: \$10.00 ____
Name & type of vending units: _____

Enclose CHECK payable to: Town of Cumberland
SEND TO: Town Clerk, 290 Tuttle Rd., Cumberland, ME 04021

Application Rec'd: _____ Date of Issuance: _____ Cert No.: _____

TOWN OF CUMBERLAND, MAINE
APPLICATION FOR VICTUALER'S (Food Service Establishment) LICENSE

Business or Trade Name: Cumberland-North Yarmouth Lions - TWIN BROOK CONCESSION.

Business Address: c/o Michael Shaw, 9 Rossi Lane, North Yarmouth, ME (829-4687)

Name of Manager: Mark Benton (712-1932) and/or Ralph Oulton (829-5764)

Date of Event or New License: Misc. Spring, Summer & Fall events at Twin Brook – (Jul 1st to Jun 30th).

Signature of Authorized Person: _____ Date: _____
Lions Club Treasurer

+++++

CHECK THE PROPERTY CATEGORY OF REQUESTED LICENSE:

- | | |
|---|-----------------|
| (a) Restaurant or Victualer not serving malt beverages on the premises | \$50.00 ____ |
| (b) Restaurant or Victualer serving malt beverages on the premises | \$50.00 ____ |
| (c) Class A Restaurant, as defined by the Revised Statutes of Maine, serving both malt liquor and spirituous and vinous liquor | \$50.00 ____ |
| (d) A business establishment such as, but not limited to, retail grocery stores, food storage warehouses, bakeries, delicatessen stores, and dairy product stores, where food is stored or is kept for sale and where the total area of the establishment is less than 10,000 square feet | \$25.00 ____ |
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| (t) Eating and Lodging places. Any place where eating and sleeping accommodations are furnished to the public such as hotels, motels and bed and breakfasts | \$100.00 ____ |
| (g) Establishment operated by Non-Profit organization | NO FEE <u>X</u> |
| (h) Vending Machine | \$10.00 ____ |
| (i) Temporary Vending Unit operating at a fair. Per Unit:
Name & type of vending units: _____ | \$10.00 ____ |

Enclose CHECK payable to: Town of Cumberland
SEND TO: Town Clerk, 290 Tuttle Rd., Cumberland, ME 04021

Application Rec'd: _____ Date of Issuance: _____ Cert No.: _____

TOWN OF CUMBERLAND, MAINE
APPLICATION FOR VICTUALER'S (Food Service Establishment) LICENSE

Business or Trade Name: Cumberland-North Yarmouth Lions - FOOD WAGON (Twin Brook).

Business Address: c/o Michael Shaw, 9 Rossi Lane, North Yarmouth, ME (829-4687).

Name of Manager: Mark Benton (712-1932) and/or Ralph Oulton (829-5764).

Date of Event or New License: Various Spring, Summer & Fall events – July 1st to June 30th.

Signature of Authorized Person: _____ Date: _____
Lions Club Treasurer

+++++

CHECK THE PROPER CATEGORY OF REQUESTED LICENSE:

- | | |
|---|-----------------|
| (a) Restaurant or Victualer not serving malt beverages on the premises | \$50.00 ____ |
| (b) Restaurant or Victualer serving malt beverages on the premises | \$50.00 ____ |
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| (g) Establishment operated by Non-Profit organization | NO FEE <u>X</u> |
| (h) Vending Machine | \$10.00 ____ |
| (i) Temporary Vending Unit operating at a fair. Per Unit:
Name & type of vending units: _____ | \$10.00 ____ |

Enclose CHECK payable to: Town of Cumberland
SEND TO: Town Clerk, 290 Tuttle Rd., Cumberland, ME 04021

Application Rec'd: _____ Date of Issuance: _____ Cert No.: _____

TOWN OF CUMBERLAND
APPLICATION FOR TEMPORARY VICTUALER'S LICENSE

Business or Trade Name: Tuttle Road United Methodist Church

Business Address: 52 Tuttle Road, Cumberland

Name of Manager: Carol Storey

Date of Event of New License: Sept 22 - 28, 2013

Signature of Authorized Person: Ann W Muir

Date: 5-9-13

+++++

Establishment operated by Non-Profit organization - No Fee

Please return application to Town of Cumberland, 290 Tuttle Road, Cumberland, Maine, 04021.

TOWN OF CUMBERLAND
APPLICATION FOR TEMPORARY VICTUALER'S LICENSE

Business or Trade Name: Barnyard Restaurant First Congregational
Church of Gray.
Gray Maine

Business Address: Cumberland Fair Grounds, Blanchard Rd Cumberland, ME
Building located next to the Farm Museum

Name of Manager: Carol West / Fran Hutchings

Date of Event of New License: Sept. - Cumberland Fair Week

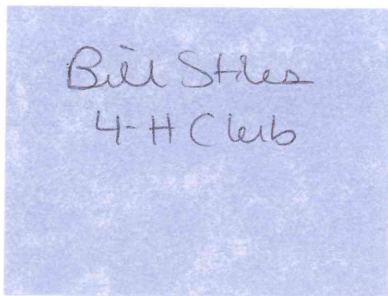
Signature of Authorized Person: Fran Hutchings

Date: May 8, 2013

+++++

Establishment operated by Non-Profit organization - No Fee

Please return application to Town of Cumberland, 290 Tuttle Road, Cumberland, Maine, 04021.



TOWN OF CUMBERLAND
APPLICATION FOR TEMPORARY VICTUALER'S LICENSE

Business or Trade Name: Cumberland County heebers Assoc

Business Address: 40 William C Stiles 226 Page Rd, Cumberland

Name of Manager: JENN GRANT

Date of Event of New License: 4H Kitchen June 1st, 2013 - June 30, 2014

Signature of Authorized Person: [Signature]

Date: MAY 9 2013

+++++

Establishment operated by Non-Profit organization - No Fee

Please return application to Town of Cumberland, 290 Tuttle Road, Cumberland, Maine, 04021.

TOWN OF CUMBERLAND, MAINE
APPLICATION FOR VICTUALER'S (Food Service Establishment) LICENSE

Business or Trade Name: Cumberland/North Yarmouth Little League

Business Address: PO Box 41, Cumberland

Name of Manager: Gwen Hall Bus. Phone: 233-3390

Date of Event or New License: Spring 2013

Signature of Authorized Person: [Signature] Date: 4/22/13

+++++
CHECK THE PROPERTY CATEGORY OF REQUESTED LICENSE:

- (a) Restaurant or Victualer not serving malt beverages on the premises \$50.00 _____
- (b) Restaurant or Victualer serving malt beverages on the premises \$50.00 _____
- (c) Class A Restaurant, as defined by the Revised Statutes of Maine, serving both malt liquor and spirituous and vinous liquor \$50.00 _____
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- (g) Establishment operated by Non-Profit organization NO FEE ☒
- (h) Vending Machine \$10.00 _____
- (i) Temporary Vending Unit operating at a fair. Per Unit: \$10.00 _____
Name & type of vending unit(s): _____
- (j) Mobile Vending Unit \$10.00 _____

Enclose CHECK payable to: Town of Cumberland
SEND TO: TOWN CLERK, 290 Tuttle Road, Cumberland ME 04021

Application Rec'd: 4/22/13 Date of Issuance 4 Cert No. _____

TOWN OF CUMBERLAND, MAINE
APPLICATION FOR VICTUALER'S (Food Service Establishment) LICENSE

Business or Trade Name: Greely Lacrosse Boosters Boys

Business Address: 8 Blanchard Rd

Name of Manager: Bonnie Vance Bus. Phone: 632-7763

Date of Event or New License: 4.24 → 6.30.2013 (Boys)

Signature of Authorized Person: Louanne Wyman for B. Vance Date: 4.10.13

+++++

CHECK THE PROPERTY CATEGORY OF REQUESTED LICENSE:

- (a) Restaurant or Victualer not serving malt beverages on the premises \$50.00 _____
- (b) Restaurant or Victualer serving malt beverages on the premises \$50.00 _____
- (c) Class A Restaurant, as defined by the Revised Statutes of Maine, serving both malt liquor and spirituous and vinous liquor \$50.00 _____
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- (j) Mobile Vending Unit \$10.00 _____

Enclose CHECK payable to: Town of Cumberland
SEND TO: TOWN CLERK, 290 Tuttle Road, Cumberland ME 04021

Application Rec'd: _____ Date of Issuance _____ Cert No. _____

TOWN OF CUMBERLAND
APPLICATION FOR TEMPORARY VICTUALER'S LICENSE

Business or Trade Name: Cumberland Soccer Club

Business Address: % Martha Leggat, 263 Mountford Rd, North Yarmouth, me

Name of Manager: Martha Leggat

Date of Event of New License: July 1 2013 - June 30, 2014

Signature of Authorized Person: Martha Leggat

Date: 5-21-13

+++++

Establishment operated by Non-Profit organization - No Fee

Please return application to Town of Cumberland, 290 Tuttle Road, Cumberland, Maine, 04021.

TOWN OF CUMBERLAND
APPLICATION FOR TEMPORARY VICTUALER'S LICENSE

Business or Trade Name: Cumberland Girls Lacrosse Boosters

Business Address: _____

Name of Manager: Mark McMahon

Date of Event of New License: 2013-2014 events

Signature of Authorized Person: Mark McMahon

Date: 5-28-13

+++++

Establishment operated by Non-Profit organization - No Fee

Please return application to Town of Cumberland, 290 Tuttle Road, Cumberland, Maine, 04021.

ITEM 13-090

To authorize the Town Manager to award the bid for the
Blanchard Road Reconstruction Project

<p align="center">Blanchard Road Drainage and Road Improvement Project</p>

Engineers Estimate Dot Pricing	\$	827,137.83
Engineers Estimate 35% reduction	\$	537,639.59

AH GROVER (LOW BID)	\$	472,411.40
----------------------------	-----------	-------------------

Glidden Paving

HOT MIX ASPHALT 19 MM	Tons	2500
HOT MIX ASPHALT 12.5 MM	Tons	1750
HOT MIX ASPHALT SHIM	Tons	450

\$68.15	\$	170,375.00
\$73.25	\$	128,187.50
\$75.25	\$	33,862.50

Paving Subtotal	\$	332,425.00
-----------------	----	-------------------

Construction Total	\$	804,836.40
GP Engineering Services	\$	85,500.00
Construction Contingency	\$	43,500.00
Project Total	\$	933,836.40

Potential Additional Paving	\$	66,163.60
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Blanchard Road BID Results

AH Grover	\$ 472,411.40
Pratt Excavating	\$ 489,813.00
Storey Brothers	\$ 527,125.00
Grondin	\$ 546,024.00
Shaw Brothers	\$ 584,444.00
Glidden Paving	\$ 592,982.50



Gorrill-Palmer Consulting Engineers, Inc.

Engineering Excellence Since 1998

PO Box 1237
15 Shaker Rd.
Gray, ME 04039

207-657-6910
FAX: 207-657-6912
E-Mail: mailbox@gorrillpalmer.com

May 30, 2013

Mr. William Shane, P.E.
Manager, Town of Cumberland
290 Tuttle Road
Cumberland, ME 04021

RE: Award of Contract
Blanchard Road Improvements

Dear Bill:

Our office has reviewed the bids received at your office on May 29, 2013 from six contractors. Attached to this letter please find the following:

- Bid Tabulation
- Bid Summary

Based upon our review of the bids, we would recommend that the project be awarded to A.H. Grover, Inc. of Cumberland, Maine that provided a bid in the amount of \$472,411.40, which in combination with the Town's Paving Contract to pave the project, resulted in a budget surplus of \$66,163.60 plus \$43,500 construction contingency.

Based upon discussions with Town Representatives, the option is available to revise the scope of the project to reclaim all of the areas originally proposed as overlay. This revision to the scope would still result in a budget surplus of \$19,148.60. The \$43,500 construction contingency would remain. If this option is selected, the resulting change to the A.H. Grover base bid would be an increase of \$9,320 for a total of \$481,731.40.

Please feel free to contact our office with questions.

Sincerely,

Gorrill-Palmer Consulting Engineers, Inc.

Douglas E. Reynolds, PE
Project Engineer

Enclosure

DER/der/2754/shane5-29-13

ITEM

13-091

To set a public hearing date (June 17th) to consider and act on a Mass Gathering Permit for the 142nd Cumberland Fair to be held from September 22nd – 29th, 2013 at the Cumberland Fairgrounds

MEMORANDUM

To: William Shane, Town Manager

From: Tamara O'Donnell, Town Clerk

Re: 2013 Cumberland Fair, September 22 – September 29, 2013

I held a meeting at 9:00 a.m., on Thursday, March 28, 2013, with Cumberland Farmer's Club President Mike Timmons, , Police Chief Charron, and Deputy Fire Evarist Bernier.

I reviewed in detail the requirements of the Mass Gathering Ordinance with Mr. Timmons. The following represents our mutual understanding:

- Exact attendance levels are unknown, however, it was determined that up to 50,000 is likely, therefore, the organizers will pay the Major Mass Gathering fee of \$500.00.
- Entrance fee for attendees is \$9.00 per person .
- There will be no parking fee this year .
- Profession Bull Riding and Rodeos will occur on Sunday, opening day and on Friday and Saturday this year.
- There will be parking attendants for the parking areas. The parking is being handled by the the American Legion Group from New Gloucester.
- Police coverage will be consistent with years past. The Cumberland Farmers Club has Has hired Mr. Jay Costa as their new head of security.
- The Certificate of Liability Insurance is attached.
- There will be 1 Fire Engine on site.
- Communication between parties will be by two way radio and cell phone.
- Food Vendors will be handled exclusively through the Farmers' Club. There are approximately 50 food vendors that will be signed up.
- A copy of the contract with Troiano Waste Services is on file with the Town Office.
- Contact person for this event is Mr. Mike Timmons. Contact number is 653-9783.

Approximate fees for this event are as follows:

Police	-	\$10,000.00
Fire & Rescue	-	\$7,500.00

I believe we have covered all areas related to the Mass Gathering Permit application. I anticipate that this event will be very successful and well managed. I hope the weather cooperates and they have a wonderful turnout. Thank you.

TOWN OF CUMBERLAND

Publication Dates: _____
Publication Names: _____
Date Filed: _____
Fee Received: _____
Date Ordinance Received: _____
Issued: _____
Denied: _____

Mass Gathering Application-Major Outdoor Event (5,000 or more 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 **\$500.00**.

Name of Applicant: Cumberland Farmers Club

Address of Applicant: 140 Bruce Hill Road, Cumberland, me 04021

Name of Event: Cumberland Fair

Facility where the event will be held: 197 Blanchard Road, Cumberland, me

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

Name of promoter (if different from above): _____

Telephone number: 207-653-9783 cell - 207-829-4856

Date of Event: Sept 22-29th Time (start and finish times): 7^{AM} - 10 pm.

Number of tickets available: 40,000[±]

Expected attendance: 40,000 - 60,000

Description of event: Cumberland County Fair

Will any food vendors be serving at the event: ☒ yes, _____ no, (if yes, how many, and
what types) 25[±] All types fast foods

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 what alcohol will be served) beer -
In beer garden area only.

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. Cumberland Fair - 2012

2. Cumberland Fair - 2011

3. Cumberland Fair - 2010

Description of facility:

A. Seating capacity: 5,000⁺ permanent; 6 Portable Bleachers temporary

B. Other seating capacity: Pulling + show arena festival; _____ standing room only (sq. ft.)

C. Number of toilets available: 22⁺ permanent; 30⁺ portable

D. Number of parking spaces available: 7,000 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: Portland Water District

G. Refuse containers available, number and size: see attached contract

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

See attached

I. When will refuse be picked up? 6 A.M. Daily

Public Safety:

J. Describe first aid facilities: building on Grounds for Rescue Staff

K. Describe emergency facilities: _____

L. Describe communication facilities: Public address system - 30⁺ 2 way Radios

M. Number of certified police officers: Police Chief Schedules - for week

N. Other security personnel (include company name and qualification): Cumberland Police, Cumberland Fire & Rescue

O. Describe fire personnel: as above

Traffic Plan

- P. Description of routes persons attending the event are likely to take, include number of traffic controllers and deployment descriptions.
We hire a full staff of Parking attend
- Q. Describe methods used to publicize alternate routes of reaching the scene of the event.
Emergency Evacuation Plan is available.
- R. Attach statement of availability of private towing firms to remove disabled vehicles.

Copp motors

Crowd Management

- S. Plan for discouraging those not holding tickets for the event from not coming to the event Site. → *Our Security Superintendent manages his staff & schedule*
- T. Plan for preventing trespassing on private property in the area.
Contact Police on site.
- U. Will all publicity stop as soon as it is apparent that the event is sold out? ____ Yes;
✓ No -

- V. Description of how the event will be publicized, include how a sell-out will be publicized.
Radio, T.V., Newspapers

Other:

- W. Name of liability insurance *see attached letter*
Amount of coverage *2,000,000*; amount of property insurance *\$44,000 dollars worth.*
- X. Preferred type of performance guarantee (i.e. escrow account, irrevocable letter of credit)
see attached.

Michael Timmons
Authorized Signature

On _____ (date), I received a copy of the Cumberland Mass Gathering Ordinance.

Authorized Signature



THE TROIANO FAMILY OF BUSINESSES



Troiano Waste Services

P O Box 3541
Portland, Maine 04104-3541
Telephone: 207-767-2070
FAX 207-767-6156

Troiano Transfer Station

P O Box 8459
Portland, Maine 04104-8459
Telephone: 207-767-2070
FAX 207-775-2468

T & J Towing

P O Box 1258
Portland, Maine 04104-1258
Telephone: 207-773-2122
FAX 207-767-6156

Associated Septic Services

P O Box 10839
Portland, Maine 04104
Telephone: 207-799-1980
FAX 207-767-6156

March 18, 2013

The Cumberland Farmers Club
140 Bruce Hill Road,
Cumberland, ME 04021

Dear Mr. Prevost

We at Troiano Waste and Associated Septic would like to thank you once again for letting us provide you liquid and solid waste solutions for 2013 at the Cumberland fair grounds facility. As discussed we will have adequate cans and trucks as needed to meet all your needs during your regular season and all your events.

Sincerely,

TJ Troiano
Troiano Waste Services, Inc.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/20/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cross Insurance-Portland 2331 Congress Street PO Box 567 Portland ME 04112	CONTACT NAME: Dolly Libby PHONE (A/C, No, Ext): (207) 780-1677 E-MAIL ADDRESS: dalibby@crossagency.com FAX (A/C, No): (207) 780-6377																					
INSURED Cumberland Farmers' Club Attn: Gerry Prevost 39 Samuel Road Portland ME 04103	<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A:</td><td>Philadelphia Ins Co</td><td></td></tr><tr><td>INSURER B:</td><td>Maine Employers Mutual Ins Co</td><td>11149</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Philadelphia Ins Co		INSURER B:	Maine Employers Mutual Ins Co	11149	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER E:																						
INSURER F:																						

COVERAGES

CERTIFICATE NUMBER: CL128370161

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			PHPK742902	7/1/2012	7/1/2013	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 300,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ excluded</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 5,000,000</td></tr><tr><td>PRODUCTS - COM/OP AGG</td><td>\$ 3,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000	MED EXP (Any one person)	\$ excluded	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 5,000,000	PRODUCTS - COM/OP AGG	\$ 3,000,000		\$
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	\$																				
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						<table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
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PROPERTY DAMAGE (Per accident)	\$																				
	\$																				
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB351667	7/1/2012	7/1/2013	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 1,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	AGGREGATE	\$ 1,000,000		\$								
	EACH OCCURRENCE	\$ 1,000,000																			
	AGGREGATE	\$ 1,000,000																			
	\$																				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	1810008422	5/24/2012	5/24/2013	<table border="1"><thead><tr><th></th><th>WC STATUTORY LIMITS</th><th>OTHER</th></tr></thead><tbody><tr><td>E.L. EACH ACCIDENT</td><td>\$ 500,000</td><td></td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 500,000</td><td></td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 500,000</td><td></td></tr></tbody></table>		WC STATUTORY LIMITS	OTHER	E.L. EACH ACCIDENT	\$ 500,000		E.L. DISEASE - EA EMPLOYEE	\$ 500,000		E.L. DISEASE - POLICY LIMIT	\$ 500,000			
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E.L. DISEASE - POLICY LIMIT	\$ 500,000																				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Re: Cumberland County Fair Sep. 22nd - Sep. 28th

Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER**CANCELLATION**

829-2214 Town of Cumberland 290 Tuttle Road Cumberland, ME 04021	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> <p>Kasie Thornton/HJB <i>Kasie Thornton</i></p>
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Cumberland Fairgrounds Rental 2013

May thru Sept.	Ultimate Frisbee	Tuesday and Thursday /Some Saturdays
May 25 th	Plant Yard Sale	Youth Next to Blanchard Rd.
May 19 th	4H Sheep Clinic	Show Arena
June 1 st	June Jamboree	Fairgrounds
June 8 th	Ultimate Yard Sale	Behind Grandstand
June 9 th	Cumberland Sho-N-Shine Car Show	Behind Grandstand
June 15 th	Cumberland County Rabbit Show	Show Arena
June 20,21,22,23	Chickadee Dog Show	Pulling Arena/Camping Area
June 29 th	Brass Knobs Steer Clinic	Pulling Arena
June 22 ,23rd	Mini Horse Show	Outdoor Arena
July 14 th	Highview Open Horse Show	Outdoor Arena
August 4 th	Mini Horse Summer Open Show	Outdoor Arena
August 7,8,9,10,11th	United Maine Craftsman	Fairgrounds
August 15,16,17th,	Hart Cat Yard Sale	Exhibition Hall
August 17 th	Morgan Horse Show	Outdoor Arena
September 22 thru 29 th	Cumberland Fair	Fairgrounds
October 12 th	Ultimate Yard Sale	Behind Grandstand

Additional Events may be confirmed watch [Cumberland Fair.com](http://CumberlandFair.com).

ITEM 13-092

To appoint a member to the Planning Board

No Materials

ITEM 13-093

To set a Public Hearing date (June 17th) to award the
Tax Anticipation Notes for FY2014

No Materials

ITEM

13-094

To set a date of June 17th to hear a report from the Finance Committee Chair and to authorize the Town Manager to transfer inter-departmental operating funds for FY'13

No Materials

ITEM 13-095

To authorize the Town Manager to enter into a 60-month
equipment lease agreement with Formax for the lease
of a postage meter



May 21, 2013

Town of Cumberland

Attn: Tammy O'Donnell
Business Manager
290 Tuttle Rd
Cumberland Center, ME 04021

Dear Tammy,

For the past twenty years Formax has been delivering commercial and corporate mailing solutions you can count on. Throughout New Hampshire and Maine our high-powered mail-handling solutions can be found in local companies and organizations you know and trust. Always striving for perfection, we received a near perfect score on our supplier performance rating from independent customer surveys conducted by Open Ratings, a division of Dun and Bradstreet. Our employees live in New Hampshire and Maine, in fact, of our local employees twelve live in Maine and the remaining twenty four live in New Hampshire. As your partner in mailing automation we are actively involved in Postal Customer Councils. Being PCC members and Executive Board members allows Formax to stay on the front end of mailing regulations and innovations so we can continue to bring cutting edge money saving solutions to our customers.

From our beginning as a service organization twenty years ago Formax remains service focused. While the machine or software performs a function it is the organization and people behind the products which make the difference.

Our Service is a Toll-free 800 number answered locally in our Dover, NH office where the call is immediately logged.

Your call is either transferred immediately or a return call provided within 60 minutes by a factory trained technician. In many cases our technicians can troubleshoot the problem over the phone saving you valuable time.

When dispatched to your site our tech is typically onsite within 4 hours. We guarantee next day service should same day not be available.

Please feel free to call or email with any questions or concerns.

Thank You,

Alfred J. Capone
Direct Sales-Formax
44 Venture Dr. Dover, NH 03820
Office: 800.232.5535 Ext. 23 Cell: 207.245.9191
www.Formaxdirect.com



1. Reduce the amount of time to prepare Certified Pieces by 60%
2. Allows you to Track the Certified Pieces more accurately.
3. Reduce the time it takes to prepare PS form 3877 (Firm book Report)
4. Eliminate the need to Pre-Address the envelope by using the address label provided on our Certified mail Forms
5. **Save \$1.20 in Postage on each Certified mail piece you send and use the Digital Signature.**
6. Ability to import mass mailings and or list of customer though Excel/CSV file.
7. Export to Excel to analyze your Certified Mail Usage and Calculate charge backs for specific Customers or Departments.
8. Requires no involvement with IT staff and does not require any software and nothing is loaded on the Computer.

Total Monthly Savings to use Web eRR.....\$25.00



WJ150 Buyback \$350.00

Monthly savings with rebate 29.10 a month

TOTAL Monthly Savings (Web eRR/REBATE).....\$54.00

Alfred J. Capone
Direct Sales-Formax
44 Venture Dr. Dover, NH 03820
Office: 800.232.5535 Ext. 23 Cell: 207.245.9191
www.Formaxdirect.com



CURRENT WJ150

WJ150WP10.....	OWNED
Monthly Meter.....	\$105.00
Rate Change Protection (Monthly).....	\$26.67
Annual Service Agreement (Monthly).....	\$53.17
Total Monthly payment.....	\$184.84

IM480DWP10

60 Month Lease Option

IM480WP10.....	\$133.37
Monthly Meter.....	\$55.00
Rate Change protection.....	Included
Annual Service Agreement.....	\$54.00
Total Monthly payment.....	\$242.37

*(With eRR and Rebate monthly cost is \$188.37)

IM460DWP10

60 Month Lease Option

IM460WP10.....	\$106.07
Monthly Meter.....	\$55.00
Rate Change protection.....	Included
Annual Service Agreement.....	\$46.00
Total Monthly payment.....	\$207.07

*(With eRR and Rebate monthly cost is \$172.00)

Equipment lease price includes the machine, maintenance, and meter rental with Rate Change Protection included so you'll be covered for all USPS rate changes.

All pricing doesn't include applicable taxes. Billing will be done on a quarterly basis

Alfred J. Capone
Direct Sales-Formax
44 Venture Dr. Dover, NH 03820
Office: 800.232.5535 Ext. 23 Cell: 207.245.9191
www.Formaxdirect.com

NEW BUSINESS



RWC, INC.

MAIN OFFICE
248 LOCKHOUSE RD. P.O. BOX 876/WESTFIELD, MA. 01086-0876

OHIO OFFICE
6210 FROST ROAD/WESTERVILLE, OH 43082-9027

May 10, 2013

Dear Town Official:

Enclosed please find RWC, Inc. notice of intended applications regarding the start of our annual Railroad Spray Program for the control of unwanted vegetation on the ballast, shoulder and berm area of the railroads listed below:

Pan Am Railroad, Belfast Moosehead Lake, Presque Isle Industrial,
Montreal, Maine & Atlantic Railway, State of Maine owned Railroad
Tracks, Maine Eastern Railroad, Turner Island LLC, and Eastern Maine Railway.

You are receiving this notice because RWC, Inc. has scheduled spraying within your community on one of railroads listed above. The materials being used this year are approved for use in the State of Maine and may include the following: Glyphosate, Esplanade 200 SC, Krenite S, Oust XP, Escort XP, Edict 2SC, Krovar I DF, Streamline and Polaris AC Complete. These materials are used at low rates either by themselves or in combinations in 30-100 gallons of water per acre.

Application will begin on or about the week of May 27, 2013. All crews are required to be licensed to apply herbicides and to adhere to all State and Federal guidelines pertaining to applications of herbicides to railroad rights-of-way in the State of Maine.

Should you have any questions concerning the above, please do not hesitate to contact me.

Sincerely,

Brian Chateauvert
Vice President

RWC, Inc.

Phone: (413) 562-5681

Fax: (413) 568-5584

E-mail: bchateauvert@rwcinc.biz



NOTICE TO MAINE RESIDENTS

HERBICIDE TREATMENT SCHEDULED FOR RAILROADS

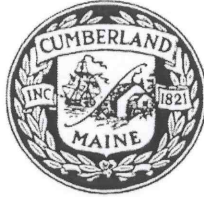
ANTICIPATED START DATE: MAY 27, 2013

ANTICIPATED COMPLETION DATE: SEPT 30, 2013

RAILROADS

1. PAN AM RAILWAYS
2. BELFAST, MOOSEHEAD LAKE RAILROAD
3. PRESQUE ISLE INDUSTRIAL
4. MONTREAL, MAINE & ATLANTIC RAILROAD
5. STATE OF MAINE-OWNED RAILROAD LINES
6. MAINE EASTERN RAILROAD
7. TURNER ISLE LLC
8. EASTERN MAINE RAILROAD

PLEASE CONTACT BRIAN CHATEAUVERT AT RWC, INC.
SHOULD YOU HAVE ANY QUESTIONS CONCERNING THIS
PROGRAM - (413) 562-5681.



Cumberland Town Council Meeting
Monday, June 3, 2013
7:00 p.m. Call to Order

The Cumberland Town Council will hold its regular meeting on Monday, June 3, 2013 at 7:00 p.m. in the Town Council Chambers. An opportunity for public comment will be provided. The following items will receive a public hearing:

- To hold a Public Hearing to consider and act on a Mass Gathering Permit for the United Maine Craftsmen's 44th Annual Cumberland Arts & Crafts Show to be held from August 8th through 11th, 2013 at the Cumberland Fairgrounds.
- To hear a presentation from the Recreation Department re: Frisbee Golf at Twin Brook.
- To hold a Public Hearing to consider and act on annual Victualer's Licenses for Non-Profit Organizations for the period of July 1st, 2013 – June 30th, 2014.
- To authorize the Town Manager to award the bid for the Blanchard Road Reconstruction Project.
- To set a public hearing date (June 17th) to consider and act on a Mass Gathering Permit for the 142nd Cumberland Fair to be held from September 22nd – 28th, 2013 at the Cumberland Fairgrounds.
- To appoint a member to the Planning Board.
- To set a Public Hearing date (June 17th) to award the Tax Anticipation Note for FY2014.
- To set a date of June 17th to hear a report from the Finance Committee Chair and to authorize the Town Manager to transfer inter-departmental operating funds for FY'13.
- **EXECUTIVE SESSION** pursuant to 1 M.R.S.A., § 405(6)(C) re: real property acquisition.

Please refer to the town's website: www.cumberlandmaine.com for a complete agenda.