



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

TUESDAY

SEPTEMBER 1, 2015

7:00 P.M.

• **6:30 pm – Finance & Administration Committee Meeting**

A. PLEDGE OF ALLEGIANCE

B. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

a. August 17, 2015 Meeting Minutes

3. COMMUNICATIONS

a. Hampden Business Association – Meeting Announcement – 9/1/2015

b. Highlands Corner Store – Renewal of Victualers License

c. Maine Municipal Risk Management – Dividend Payment for Worker's Compensation and Property & Casualty Insurance

4. REPORTS

a. Finance Committee Minutes – 8/3/2015

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

a. Deadline for Submission of Nomination Papers for Councilor At-Large and RSU #22 Board of Directors

4. UNFINISHED BUSINESS

a. License Plate Issuance Update & Request to Close Administration Office

NOTE: The Council will take a 5-minute recess at 8:00 pm.

- b. Town Attorney Appointment

5. NEW BUSINESS

- a. FEMA Assistance to Firefighters Grant – Lieutenant Jason Lundstrom
 - 1. Acceptance of Grant Funds of \$44,888.00 & Authorization to Expend \$2,244.00 from Matching Grant Reserve Account – Finance Committee Recommendation
 - 2. Authorization to go out to Bid for Extrication Equipment
- b. Appointment of Local Health Officer
- c. Declaration of Forfeiture of Carol Duprey’s Office as Councilor
- d. Personal Property Tax Abatement Request – Hughes Bros.
- e. Tax Anticipation Note Bid Results – Finance Committee Recommendation

E. COMMITTEE REPORTS

F. MANAGER’S REPORT

G. COUNCILORS’ COMMENTS

H. ADJOURNMENT

- a. **Nomination Papers Available for Councilor At-Large and RSU #22 Board of Directors** – *Town Clerk Denise Hodsdon reminded everyone that nomination papers are available for the 3 At-Large Council seats and 2 seats on the RSU #22 Board of Directors. All terms are for 3 years. She also noted that the Town is in need of volunteers for membership on several Town boards and committees.*

4. UNFINISHED BUSINESS

- a. **Trackless Sidewalk Machine Replacement Proposal – Recommendation of Infrastructure and Finance Committees** – *Councilor Marble explained that funds to repair the existing Trackless sidewalk machine had been included in the 2016 Budget, however Public Works Director Sean Currier is recommending that the Town purchase a new machine rather than putting money into the old one. It was the recommendation of both the Infrastructure and Finance Committees to approve that purchase. Motion by Councilor Marble, seconded by Councilor Sirois to authorize a 2-year lease purchase for a new Trackless sidewalk machine with \$55,000 coming from the Public Works Equipment Replacement Reserve account this year and the second payment coming from Public Works Equipment Reserve account next year. Unanimous vote in favor.*
- b. **Goodwill Riders Snowmobile Club – Permission to Cross Land to Replace Bridge – Infrastructure Committee Recommendation** – *Motion by Councilor Marble, seconded by Councilor Sirois to authorize permission for Goodwill Riders Snowmobile Club to cross Town land to replace the bridge crossing Souadabscook Stream. Unanimous vote in favor.*
- c. **Audio/Visual/Cable TV Equipment Upgrade – Recommendation of Services and Finance Committees** – *Upon recommendation of the Services and Finance Committees, Councilor McAvoy moved and Councilor Sirois seconded to approve the purchase of audio/visual and Cable TV equipment from AV Corp in the amount of \$49,542.00 to be funded from Host Community Benefit account, to be repaid from the Time Warner PEG grant when the new contract is signed. Unanimous vote in favor.*

5. NEW BUSINESS

- a. **Zoning Ordinance Text Amendment – Article 7.2 Definitions – Building Height – Planning & Development Committee Recommendation to refer to Planning Board** – *Motion by Councilor Shakespeare, seconded by Councilor Marble to refer this item to the Planning Board. Unanimous vote in favor.*
- b. **Zoning Ordinance Text Amendment – Article 4.10 Home Occupation Permits – Planning & Development Committee**

Recommendation to refer to Planning Board – Motion by Councilor Shakespeare, seconded by Councilor Sirois to refer this item to the Planning Board. Unanimous vote in favor.

- c. Request to use Library Reserve Funds for Air Conditioning Repair – \$986.48 – Recommendation of Infrastructure and Finance Committees – Motion by Councilor Marble, seconded by Councilor Sirois to authorize the expenditure of \$986.48 from the Library Reserve account for repair of the air conditioner. Unanimous vote in favor.**
- d. Request to use Garage/Transfer Station Reserve Funds for Beneficial Use Permit for Catch Basin Cleaning - \$3500 – Recommendation of Infrastructure and Finance Committees – Councilor Marble reported that Public Works Director Sean Currier would like to apply for a Beneficial Use Permit to dispose of material removed from catch basins at the garage and has requested the funds be allocated from the Solid Waste/Municipal Garage reserve account in the amount of \$3500.00. Motion by Councilor Marble, seconded by Councilor Wilde to approve the request as recommended by both the Infrastructure Committee and Finance Committee. Unanimous vote in favor.**
- e. Request to use Garage Modification Reserve Funds for Town Garage DEP Compliance Items - \$5,000 – Recommendation of Infrastructure and Finance Committees – Councilor Marble reported that the Public Works Director has requested funds from the Garage Modification Reserve account, not to exceed \$5,000.00, for upgrades to bring the garage into compliance with current DEP regulations. The Infrastructure Committee and Finance Committee are recommending approval of the request. Motion by Councilor Marble, seconded by Councilor Wilde to approve the expenditure of \$5,000 from the Garage Modification Reserve account to meet DEP compliance. Unanimous vote in favor.**
- f. Set 2015/2016 Mil Rate – Motion by Councilor Wilde, seconded by Councilor Sirois to set the mil rate for 2015/2016 at \$17.50, the same as last year. Unanimous vote in favor.**

E. COMMITTEE REPORTS

Services Committee – Councilor McAvoy reported that the Committee discussed the replacement of the audio/visual and Cable TV equipment.

Infrastructure Committee – Councilor Marble reported that the Council had just acted upon most of the items discussed by the Infrastructure Committee at its last meeting.

Planning & Development Committee – Councilor Shakespeare reported that the committee met on August 5th and discussed the possible redesign and replacement of the municipal marina sign, reviewed final draft amendments to the Zoning Ordinance relative to home occupations and discussed the need for citizens to serve on several Town boards and committees. At its next meeting on August 19th, the Committee will review a draft Private Ways Ordinance.

Finance & Administration Committee – Mayor Ryder reported that in addition to items already discussed by the Council tonight, the Committee conducted initial interviews with candidates for Town Attorney to replace Attorney Russell.

- F. MANAGER'S REPORT** – Interim Manager Lessard reported that she had a great meeting with Incoming Manager Jennings today and she thought that the Council had made a great selection and the Town will benefit well with him as new Manager. She reported that the 2015/2016 tax bills will be going out Friday and tax liens for unpaid 2014/2015 taxes will be filed next week. She thanked Councilor Shakespeare and former Councilors Tom Brann and Janet Hughes for being the core group that saved Children's Day this year. She noted that there were many volunteers who stepped forward and many people who raised money, but these three really stepped up when there was a void. Councilor Shakespeare has provided a lot of photos of the event that will be compiled into a video and posted on the Town's Facebook page. She noted that due to the Labor Day holiday, the next regular Council meeting is scheduled for Tuesday, September 8th but asked if the Council would consider changing the date of the meeting to Tuesday, September 1st which would allow for the Council to act on the tax anticipation note a week earlier, which would be beneficial for the community. Motion by Councilor Sirois, seconded by Councilor Marble to change the date of the next Council meeting from September 8th to September 1st. Unanimous vote in favor.

G. COUNCILORS' COMMENTS

Councilor Sirois followed up on Interim Manager Lessard's comments regarding Children's Day. He was unable to attend, but thanked Councilor Shakespeare, Tom Brann and Janet Hughes for everything they did to organize the event. If it wasn't for their efforts it wouldn't have happened. He also thanked his fellow Council members and said it is nice to see that our meetings are very cordial and we seem to have hit our stride in moving this Town forward.

Councilor Shakespeare thanked Interim Manager Lessard and Councilor Sirois for their comments. He said he only played a small part in the whole thing. The initial thrust was provided by Janet Hughes and then others jumped on board. He was amazed at how many citizens came out to watch the parade and thought the kids all had a great time. He thanked all the volunteers and sponsors, especially Hamlin Marine who had donated the boat for the raffle.

Councilor Wilde thanked outgoing Manager Lessard and everyone who worked on the budget. He pointed out that not many communities are keeping their mil rate at the same amount this year. He commented that there are a lot of good things going on in this community right now and he is very proud to be here.

Councilor Marble echoed all of the comments about Children's Day. He thought the fireworks were very impressive and offered kudos to the organizers. He commented that Sue Lessard deserves a huge amount of credit from all of us who have been close to this work and been able to see what she was able to do. He said it means a lot that she has endorsed the positive choice the Council made in selecting Angus Jennings as Town Manager. He reiterated the need for citizens to invest a little of their time and volunteer to serve on the Town's various boards and committees.

Councilor McAvoy recalled that 2 or 3 months ago Hampden Children's Day was in distress and he was thankful to Bill Shakespeare, Tom Brann, Janet Hughes and a lot

of other people who stepped up and made it happen. With the extreme heat we have been experiencing, Councilor McAvoy asked that folks pay attention to their neighbors, especially those who may be more susceptible to heat, and to check on them once in a while. He reminded everyone to shop local and buy American.

Mayor Ryder thanked everyone involved with Children's Day and thought the fireworks were fantastic. He informed the public that starting some time the first of September the Town will be doing some wood harvesting in Dorothea Dix Park to clean out all deadwood and non-valuable wood and to create some walking trails. The park will be closed for two weeks and once the actual date is determined, it will be posted on the Town's website.

Incoming Manager Jennings expressed appreciation to Interim Manager Lessard for her very kind words, noting that he has big shoes to fill. He is glad to have her support and the support of the Council and the folks here at the Town Office. He is glad to be here officially as a member of the community and is looking forward to starting work next week.

H. ADJOURNMENT – *There being no further business, the meeting was adjourned at 7:33 pm.*



Denise Hodsdon
Town Clerk

B-3-a

H B A

Hampden Business Association

Luncheon Meeting Announcement!!

SPEAKER: Ginger Ward-Green, President/Co-Owner
WardGreen Group Consultants – Bangor

TOPIC: “*Staff Retention*”

WHEN: **TUESDAY, SEPTEMBER 1, 2015**
12 Noon to 1:30 PM (Please plan your schedule accordingly)

WHERE: Anglers Seafood Restaurant
91 Coldbrook Rd
Hampden, ME 04444
207-862-2121

HBA UPDATES

- Town News
- RSU 22 School District News
- Other News and Notes

The Hampden Business Association wishes to thank Anglers Seafood Restaurant for the use of their facility. Please direct questions or comments to: Cheryl Gray, President at 862-5678; Mary Devou, Vice-President at 862-5112 or Susan Starbird, Secretary at 862-6262.

MEETING DATES FOR FISCAL YEAR 2015-2016

- Thursday, October 1** Hampden Farmers Market / Latest Update on the Fiberight Project in Hampden to replace the PERC Plant in Orrington ME in 2018 since March 2015 – **Greg Louder**, Executive Director of the Muncipal Review Committee in Ellsworth
- Tuesday, November 10** Maine Legislative Update – Assistant Senate Majority Leader for Maine State Senate – Senate District 10 – **The Honorable Andre E. Cushing III** of Newport ME (DATE CHANGE)
- Thursday, December 3** **Angus G. Jennings** – Our New Town Manager

MEETING DATES FOR FISCAL YEAR 2015-2016 (CONT'D):

- Tuesday, January 5** *"New Federal and State Income Tax Law Changes"* – **Keith Bourgoin, CPA**
– Partner with Haverlock, Estey & Curran, LLC – Certified Public
Accountants – Consultants of Hampden ME
- Thursday, February 4** Topic and Speaker are being worked on
- Tuesday, March 1** Topic and Speaker are being worked on
- Thursday, April 7** *"Retirement and Social Security"* – Stephen Wilde of the Wilde Allstate
Agency – Bangor and Hampden Town Councilor representing District 1
- Tuesday, May 3** Topic and Speaker are being worked on

MARK YOUR CALENDAR TO ATTEND THESE EDUCATIONAL MEETINGS

Please Like Us on Facebook

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (2
Fax: (207
email: inf

B-3-b

August 19, 2015

Frank Clark
Highland Corner Store
557 Kennebec Rd.
Hampden, ME 04444

Dear Frank:

Your application for Victualer's License has been approved. Accordingly, I am enclosing the license, which under Section 5.A of the Town of Hampden Victualer's Ordinance, must be displayed in a place within the establishment where it can be readily viewed by any member of the public.

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town Clerk

Enclosure

VICTUALER'S LICENSE CERTIFICATE

No. 16

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: August 19, 2015

KNOW YE, that Frank Clark

doing business as Highlands Corner Store

has been duly licensed as a Victualer at 557 Kennebec Road

in the Municipality of Hampden by said Municipality until September 4, 2016,

and has paid to the Municipal Treasurer the fee of Fifty Dollars (\$50.00).

Authorized Municipal Officer **CODE ENFORCEMENT OFFICER**

B-3-c



MAINE MUNICIPAL ASSOCIATION
Risk Management Services

60 Community Drive
P.O. Box 9109
Augusta, Maine 04332-9109

Telephone No.
(207) 626-5583
(800) 590-5583 Maine Only
Fax No. (207) 626-0513

DATE: August 4, 2015

AUG 26 2015

TO: Members of the Workers Compensation Fund and the Property & Casualty Pool

FROM: Patricia Kablitz, CPCU, ARM
Director, Risk Management Services

RE: Dividend Payments

We are pleased to announce that the Board of Trustees of the **MMA Workers Compensation Fund** voted at its May 21, 2015 meeting to allow a dividend to the members of the Fund who meet the established criteria. Continuing members whose 2014 contributions are greater than \$25,000 annually, whose 2014 loss ratio is less than 40% and whose three-year loss ratio is less than 75% will receive a 5.72% dividend. Continuing members whose 2014 contributions are less than \$25,000 annually and whose loss ratio is less than 50% for the three years ending December 31, 2014, will also receive a 5.72% dividend. All losses are valued as of June 30, 2015.

The Board of Directors of the **MMA Property & Casualty Pool** voted at its May 21, 2015 meeting to allow a dividend to current members of the Pool who meet the established criteria. To earn a dividend, a member must have a loss ratio of 50% or less for the qualifying year of July 1, 2013 to June 30, 2014, calculated and valued as of June 30, 2015. Continuing members whose participation began on July 1, 2009 or prior will earn a 5.41% dividend and members who joined after July 1, 2009 will receive a 4.41% dividend.

Cost savings are realized in providing services to members who participate in both the Property & Casualty Pool and the Workers Compensation Fund. In recognition of the savings, both boards voted to add 1% to the dividends for each program for members who qualify and earn a dividend. You are among the members who participate in both the Workers Compensation Fund and the Property & Casualty Pool. Therefore, if you earned a dividend for either or both programs, the additional 1% has been included in the calculation.

Dividends are being paid in the Workers Compensation Fund and Property & Casualty Pool totaling \$1,198,485. Both governing boards are very pleased with the results of their respective programs and thank you for your support and continued participation. Good management practices and sound loss prevention measures on the part of all of the members have contributed to the success of these programs. Your entity is a big part of this success.

Your check is enclosed with this letter. We have also enclosed a press release that may be used to announce the result of your successful risk management activities and good loss experience to your community. If you have any questions about the dividends or any of the Risk Management Services programs, please call me at 800-590-5583. Additional copies of this letter are included for your elected officials.

PRESS RELEASE
For Immediate Release

Municipal officials are pleased to announce that the **Town of Hampden** has received a **\$10,337** dividend check from the Maine Municipal Association as a result of its good loss experience and loss prevention programs.

The Maine Municipal Association offers three self-funded pools for municipal and quasi-public entities in Maine: the Workers Compensation Fund formed in 1978, the Property & Casualty Pool formed in 1987 and the Unemployment Compensation Fund formed in 1978.

The programs are overseen by governing boards of elected and appointed municipal officials. Each year the boards review the programs' loss experience to determine if dividends may be paid. Patricia Kablitz, Director of Risk Management Services for MMA, said more than 78 percent of program participants received a dividend this year for their good risk management practices and loss experience.

This year the Workers Compensation Fund has distributed almost **\$650,000** in dividends to participants and the Property and Casualty Pool has paid dividends of nearly **\$550,000**, for total payments of just under **\$1.2 million** returned directly to MMA members.

Since 1997, the two programs have returned over **\$18.8 million** in dividends to participating members. For more information about any of the MMA Risk Management Services programs, including online training programs and other services, check the offerings on their website at www.mcmun.org and click on the Risk Management Services link, or call 1-800-590-5583.

Fed ID 01-6001159

Maine Sales Tax Exempt E45376

DATE	7/28/2015	CHECK NUMBER	BSBGF170371
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INVOICE NUMBER	INVOICE DATE	DESCRIPTION	GROSS AMOUNT	DISCOUNT	NET AMOUNT
WC 2014 DIV	7/24/2015	Vchr: VO102815	\$7,023.00	\$0.00	\$7,023.00
PC 1314 DIV	7/24/2015	Vchr: VO102816	\$3,314.00	\$0.00	\$3,314.00
PRINT BATCH	VENDOR CODE	PAY TO NAME			NET TOTAL
2,688	19280	TOWN OF HAMPDEN			\$10,337.00

THIS DOCUMENT IS PRINTED WITH A COLORED BACKGROUND ON WHITE PAPER.
 THE BACK OF THIS DOCUMENT CONTAINS A WATERMARK. SEE BACK FOR ADDITIONAL SECURITY FEATURE DETAILS. 



Maine Municipal Association
 60 Community Drive
 Augusta, Maine 04330-9486

Bangor Savings Bank
 Bangor ME 04401
 Fed ID 01-6001159
 Maine Sales Tax Exempt E45376

52-7438/2112

DATE	7/28/2015	CHECK #	BSBGF170371
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AMOUNT	\$10,337.00
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PAY Ten thousand three hundred thirty-seven and 00 / 100 Dollars Only

TO THE ORDER OF
 TOWN OF HAMPDEN
 MUNICIPAL BUILDING
 106 WESTERN AVENUE
 HAMPDEN ME 04444

Christy Ann Blodgett

Second Signature Required if over \$20,000

⑈ 170371⑈ ⑆ 216274382⑆ 4020011222⑈

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, August 3, 2015

MINUTES*Attending:**Mayor David Ryder**Councilor Greg Sirois**Councilor Carol Duprey**Councilor Terry McAvoy**Citizens**Councilor Bill Shakespeare**Councilor Stephen Wilde**Councilor Dennis Marble**Town Clerk Denise Hodsdon**Mayor Ryder called the meeting to order at 6:00 p.m.***1. Meeting Minutes**

- a. **July 20, 2015** – *Motion by Councilor McAvoy, seconded by Councilor Marble to approve the July 20, 2015 minutes. Unanimous vote in favor.*

2. Review & Sign Warrants – *Warrants were reviewed and signed by Committee members.***3. Old Business**

- a. **Draft Amendments to Council Rules** – *Committee members reviewed the amendments as previously proposed. Councilor Shakespeare felt that the language in the first sentence of Article #19 was repetitive and suggested striking the words “of the Council” after “Mayor”. Councilor Shakespeare also questioned whether Article #26 Sanctions ought to include some provision that if a Councilor violates the Rules to a certain degree, then that Councilor will be automatically removed. Following discussion it was agreed that any provision regarding removal of a Councilor should not be included, but the Rules should contain some consequences for violation. It was the consensus of the Committee that the language as proposed be reviewed by Maine Municipal Association’s legal department for an opinion as to whether the language should be more specific; whether anything is missing; what does censure mean and who does it; does it have to be by vote of a simple majority or a super majority?*

4. New Business

a. Ambulance Bill Abatements – 2012-2013

1. 2012 - \$27,271.00

2. 2013 - \$35,849.27

These amounts have been billed on our behalf four times and the majority of the outstanding amounts are from those who did not have insurance or had insurance that did not cover ambulance costs. Motion by Councilor Marble, seconded by Councilor McAvoy to recommend to Council that ambulance bills for 2012 in the amount of \$27,271.00 and for 2013 in the amount of \$35,849.27 be abated. Unanimous vote in favor.

b. Personal Property Tax Abatements

1. Account 147 – Sunshine Laundry - \$922.10

2. Account 186 – Northeast Timber - \$5,980.11

Neither of these businesses are still in operation and the Town has no way to effect collection of the outstanding amounts. Motion by Councilor Duprey, seconded by Councilor Marble to recommend to Council to abate personal property taxes for Sunshine Laundry in the amount of \$922.10 and for Northeast Timber in the amount of \$5,980.11. Unanimous vote in favor.

5. Public Comment – *Hampden Children's Day Committee member Tom Brann asked if a representative from the Council would be willing to serve as the announcer/commentator for the Children's Day parade. Mayor Ryder volunteered to do it.*

6. Committee Member Comments – None.

There being no further business, the meeting was adjourned at 6:30 p.m.

Denise Hodsdon
Town Clerk

D-4-a



Memorandum

TO: Town Council
FROM: Denise Hodsdon, Town Clerk *DH*
DATE: August 26, 2015
RE: License Plate Issuance Update &
Request to Close Town Office for
Training

In order to facilitate staff training on the issuance of license plates, Cheryl Johnson, our Motor Vehicle Agent has made arrangements for someone from the Bureau of Motor Vehicles to come directly to the Town Office on Monday, September 14th. All staff will need to participate in the training in order for us to be ready to issue plates by November 1st. The Administration Staff is requesting that the Administration office be closed from 9:30 am to 2:00 pm on that day to allow for uninterrupted training. The Planning/Assessing/Code Enforcement Office will still be open for business during those hours.

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

D-4-b

TO: Town Council

FROM: Angus Jennings, Town Manager

DATE: August 26, 2015

RE: Consideration of respondents to Town Attorney RFQ

At their meeting on August 17, the Administration & Finance Committee conducted interviews with the three respondents to the Request for Qualifications issued earlier this month for Town Attorney services. Following up on those interviews, I met with principals of each of the three firms at their Bangor offices earlier today in order to discuss their proposals in more detail. Among other things, we discussed in some detail their proposed business terms, options for structuring an agreement for services and, in general, how their firm could be most responsive to the Town's needs while maintaining careful cost controls.

In preparation for these meetings, I obtained writing samples from each firm (based on their other municipal counsel work). I am in the process of reviewing the samples received, and will be happy to share these materials with the Council, or individual Councilors, upon request.

I also had a productive meeting with outgoing Town Attorney Tom Russell. On the basis of information Tom's office provided, and information gathered by our finance staff Tammy Ewing, I have assembled documentation of hours billed and fees paid over the past five years. This information will provide a useful frame of reference for eventual negotiation of contract terms with the selected Town Attorney.

On the basis of my review, I recommend that, of the three firms considered, either Eaton Peabody or Rudman-Winchell will be most suitable to provide legal services to the Town. Between now and Tuesday, I will conduct reference checks for both firms. On this basis, and on the basis of my continued review of the firms' writing samples, I expect to be prepared to offer a recommendation for appointment on Tuesday evening.

Please let me know if you have any questions.

**FEMA**

D-5-a

Mr. Jason Lundstrom
Hampden Fire Department
106 Western Ave
Hampden, Maine 04444-1436

Re: Award No.EMW-2014-FO-01204

Dear Mr. Lundstrom:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2014 Assistance to Firefighters Grant has been approved in the amount of \$44,888.00. As a condition of this award, you are required to contribute a cost match in the amount of \$2,244.00 of non-Federal funds, or 5 percent of the Federal contribution of \$44,888.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2014 Assistance to Firefighters Grant Funding Opportunity Announcement.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form

electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,



Brian E. Kamoie
Assistant Administrator for Grant Programs

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

D-5-b

TO: Town Council
FROM: Angus Jennings, Town Manager
DATE: August 26, 2015
RE: Appointment of Local Health Officer

As you know, part of the Town Manager's responsibilities over the years has included serving as the Town's Local Health Officer (LHO). It is my understanding that Susan Lessard assumed these responsibilities upon the departure of the previous LHO around six years ago.

By statute, a successor shall be appointed within 30 days after a vacancy occurs. I am looking forward to receiving the training required to become a Certified LHO (as outlined in enclosed materials) but, in anticipation of any issues that may arise in the meantime, want to ensure that the Town is properly served.

On his own initiative, Fire Lt. Jason Lundstrom approached my office earlier this week to alert me that he has received the required training, and in fact anticipates being appointed to serve as LHO in his home community of Plymouth within the next year. He suggested the possibility that he may be available to serve the Town of Hampden in this capacity on an interim basis, subject of course to approval from Chief Rogers, and confirmation that this could be accommodated within his overall responsibilities.

By statute, the term of appointment for a LHO is three years. However, if this option is available, a shorter term appointment could be considered, with the expectation that I would take over these responsibilities upon receiving the requisite training.

Chief Rogers is out of the office this week so has not had the opportunity to consider this matter; however, I will meet with him to discuss it on Monday. When the Council takes up this matter on Tuesday I will provide a recommendation to the Council, in coordination with the Chief, regarding how best to proceed.

In any case, Lt. Lundstrom is to be commended for his initiative and, as it happens, for providing direct service to a constituent this week on a matter related to public health.

cc: Chief Rogers

Maine Revised Statutes
Title 22: HEALTH AND WELFARE
Chapter 153: LOCAL HEALTH OFFICERS

§451. APPOINTMENT

The following provisions govern the appointment and employment of local health officers. [2007, c. 462, §1 (NEW) .]

1. Role of municipality. Every municipality in the State shall employ a local health officer who is appointed by the municipal officers of that municipality. A person may be appointed and employed as a local health officer by more than one municipality.

[2007, c. 462, §1 (NEW) .]

2. Qualifications. The local health officer must be qualified by education, training or experience in the field of public health or a combination as determined by standards adopted by department rule no later than June 1, 2008. A person who is employed as a local health officer who is not qualified by education, training or experience must meet qualification standards adopted by department rule no later than 6 months after appointment. Rules adopted pursuant to this subsection are major substantive rules as defined in Title 5, chapter 375, subchapter 2-A.

[2007, c. 598, §5 (AMD) .]

3. Duration of appointment; notification. A local health officer is appointed for a term of 3 years and until that officer's successor is appointed. The municipal officers shall appoint a successor within 30 days of any resignation or expiration of term. The municipal officers or clerk of each municipality shall within 10 days notify the department in writing of the appointment of a local health officer. Notification to the department must include the local health officer's name, age and address and the dates of the appointment and the beginning of the 3-year term. A local health officer in a town or plantation contiguous to unorganized territory shall perform the duties of a local health officer in that territory.

[2007, c. 462, §1 (NEW) .]

4. Incapacity or absence. In the event of incapacity or absence of the local health officer, the municipal officers shall appoint a person to act as local health officer during that incapacity or absence. The chair of the municipal officers shall perform the duties of a local health officer until the regular local health officer is returned to duty or another person has been appointed and employed. In a municipality with a manager form of government, when the charter so provides, the appointments provided for in this subsection may be made by the manager and the duties prescribed for the chair of the municipal officers during incapacity or absence of the local health officer are performed by the manager.

[2007, c. 462, §1 (NEW) .]

5. Conflict of interest. A person may not be appointed to hold office as a local health officer or to serve as a member of the local board of health under section 453 if that person has a pecuniary interest, directly or indirectly, in any corporation or other entity over which that officer or board has general supervision.

[2007, c. 462, §1 (NEW) .]

6. Duties. Local health officers may be employed on a part-time or full-time basis. The offices of local health officer and town or school physician may be combined when, in the opinion of the municipal officers, the health needs of the public would be better served.

[2007, c. 462, §1 (NEW) .]

SECTION HISTORY

1981, c. 703, §A7 (AMD) . 1989, c. 487, §3 (AMD) . 2007, c. 462, §1 (RPR) . 2007, c. 598, §5 (AMD) .

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MAINE CENTER FOR DISEASE CONTROL & PREVENTION

Chapter 294: RULES GOVERNING QUALIFICATIONS OF LOCAL HEALTH OFFICERS

1. Purpose

The purpose of these rules is to define the qualification standards for local health officers pursuant to 22 M.R.S.A. §451(2).

2. Definitions

- A. **Department** means the Department of Health and Human Services.
- B. **Department Districts** are Aroostook (Aroostook County); Penquis (Penobscot and Piscataquis Counties); Downeast (Hancock and Washington Counties); MidCoast (Knox, Lincoln, Sagadahoc, and Waldo Counties); Central (Kennebec and Somerset Counties); Western (Androscoggin, Franklin, and Oxford Counties); Cumberland (Cumberland County); and York (York County). These districts are formed through a geographical grouping of counties to provide a framework or structure for the Department to conduct its business.
- C. **Local Health Officer** means a public health official who shall be appointed by the municipal officers of a municipality pursuant to 22 M.R.S.A. §451(1).
- D. **Maine CDC** means the Maine Center for Disease Control and Prevention within the Department of Health and Human Services.

3. Qualifications of Local Health Officers

The local health officer must be qualified by education, training and experience in the field of public health or a combination as determined by standards established by these rules no later than June 1, 2008. A person who is employed as a local health officer who is not qualified by education, training or experience must meet qualification standards adopted by department rule no later than six months after appointment. Notwithstanding the foregoing, a person may be appointed and serve as a local health officer if granted a waiver by the Department pursuant to Section 7.

4. Training

The Maine CDC will provide six-hour trainings at least annually in each of eight Department of Health and Human Services Districts. Current or proposed local health officers will not be charged for participation in these trainings.

The Maine CDC may offer additional trainings using different modalities such as the Web and telecommunication technologies in order to address the training needs of present or proposed local health officers.

5. Training Attendance

Local Health Officers must complete at least one six-hour training every three years to meet the required Local Health Officer qualifications.

6. Training Objectives

The trainings will meet at least the following objectives. Participants will:

- Be familiar with the authorities, duties, secondary authorities, intent, and parameters of the Local Health Officer statutes;
- Know how to address common situations faced by Local Health Officers; and
- Learn about emerging health issues that may affect the work of Local Health Officers.

7. Waiver of Requirements

The Department may grant exemptions from the qualification standards established by these rules. Local Health Officers may apply to the Maine CDC for exemptions from these standards. An exemption may be granted in the event the Department determines that an individual presents with either the education, training and experience of a local health officer or other similar position, or with familiarity with the responsibilities of local health officers, which is the functional equivalency of the qualification standards established by these rules.

8. Grace Period

In addition to the foregoing, the Maine CDC may grant a grace period for up to six months after a local health officer has been appointed to his or her position in which the satisfy the qualification standards established by these rules; provided however, in no event may a person be appointed or employed as a local health officer on or after June 1, 2009, without either satisfying the Department's qualification standards or receiving an exemption from the qualification standards pursuant to Section 7.

STATUTORY AUTHORITY: 2 MRSA §451

EFFECTIVE DATE:

May 3, 2008 – filing 2008-155 (*major substantive*)

Division of Infectious Disease

Maine Center for Disease Control & Prevention

A Division of the Maine Department of Health and Human Services

DHHS → McCDC → Infectious Disease → Local Health Officers → Qualifications, Training & Education



On this page:

- [Become an LHO](#)
 - [Required Training](#)
 - [Continuing Education](#)
 - [Public Health Workforce Training](#)
-

Become a Certified LHO

To qualify as a certified Local Health Officer you must:

1. Mail to Maine CDC, Attn: Coordinator, Local Health Officer, 286 Water Street, 8th Floor, SHS #11, Augusta, ME 04333
2. Be appointed by your town for a three-year term

Reporting Appointments to State Agencies

1. Municipalities are required to report the appointment of their LHOs to Maine CDC. Required documentation:
 - a. Official proof of appointment.
 - b. LHO Contact Information Form. (submit online)

Provide your proof of appointment and current contact information to Maine CDC by e-mail: judy.gopaul@maine.gov; or faxed: 207-287-5536; or mail to Maine CDC, Attn: State LHO

Coordinator, 286 Water Street, 8th Floor, Augusta, ME 04333

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Required LHO Core Online Training

Newly appointed LHOs must become **certified** within 6 months of their initial appointment date in order to continue legally in that position. Once granted, certification is valid for 3-years. Maine CDC provides the required 6-hour core training at no cost. Reappointed LHOs are expected to renew their certification every 3-years.



You can complete the online training by clicking on this link [LHO Online Training](#) You can also print this material by clicking here [Complete Handbook*](#).

After you complete this training you will:

- Have a basic understanding of your legal authorities, and your overall role and responsibilities;
- Know how to address commonly occurring situations, such as nuisances;
- Apply appropriate actions in terms of enforcing the law;
- Have strategies for addressing complaints; and
- Be familiar with your role should you be informed of a public health emergency by Maine CDC; including communications between the LHOs and Maine CDC during a public health emergency.

For information on this core training or other training courses, please contact Judy Gopaul.

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Additional LHO Training

2013 Childhood Lead Poisoning

Learn about childhood lead poisoning in Maine, the connection between housing and lead poisoning, the state and federal laws and rules that apply to incidences of lead poisoning and resources you can use in your community.

LHO Continuing Education Training Opportunities

“Recertification” will be granted to any LHO who “successfully completes at least 6 hours of approved training or education that is relevant to his or her LHO duties and responsibilities, during the 3-year certification period.” Maine CDC strongly recommends completing the LHO Continuing Education and Training Modules.

The LHO may satisfy this training requirement through other educational opportunities; however,

you must request prior approval from the Coordinator, Local Health Officer to receive credit. LHOs must provide supporting documentation of the proposed learning opportunity.

Pre-approvals - What you need to do.

Send the following information to LHO Coordinator:

- Your Name
- Your appointed town(s)
- Description of learning opportunity
- Date
- Number of hours
- Name of the organization sponsor

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Maine CDC Public Health Workforce Training

Available on **MCDC training web site** are additional health-based learning modules for Maine's public health workforce. You may also access this web-site by clicking on **Create a New Account** and following the instructions.

Disclaimer

The LHO training has links to other websites, including links to web sites operated by other government agencies, nonprofit organizations and private businesses. When you click to another site, you are no longer on the LHO site and this Maine.Gov Privacy notice will not apply; you are subject to the privacy policy of that new site.

Minimum Computer Requirements:

- **Internet Connection:** If your connection is slow, the text of each slideshow can be viewed by accessing the link just below the slideshow.
- **Browser Requirements:** The newest versions of Internet Explorer or Mozilla Firefox are recommended. You should have at a minimum, Internet Explorer 8.0 or Mozilla Firefox 1.0.

If your computer does not meet these minimum requirements, your town library or municipality may be able to help with internet access.

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Register to be an Organ Donor

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DECLARATION OF FORFEITURE OF OFFICE

Section 207(b) of the Town Charter provides as follows:

“Sec. 207 Vacancies; Forfeiture of Office; Filling of Vacancies

- (b) ***Forfeiture of Office*** – A councilor shall forfeit that person’s office if that person (1) lacks at any time during that person’s term of office any qualification for the office prescribed by this charter or by law, (2) violates any express prohibition of this charter, (3) is convicted of a crime or offense which is, during that person’s term, reasonably related to that person’s ability to serve as councilor, or (4) fails to attend six (6) regular or special meetings of the council in the prior twelve month period.”
(Amended: November 5, 1985, November 6, 1990, November 5, 2013)

Carol Duprey failed to attend the following regular or duly called special meetings of the Town Council during the prior twelve month period:

03/02/2015	Regular Meeting
05/18/2015	Regular Meeting
06/15/2015	Regular Meeting
07/13/2015	Special Meeting re: Manager Selection
07/27/2015	Special Meeting re: Manager Appointment
08/17/2015	Regular Meeting

NOW, THEREFORE, the Town Council hereby declares that pursuant to Section 207(b)(4) of the Town Charter, Carol Duprey forfeited her office as councilor of the Town of Hampden, Maine upon her failure to attend the regular meeting of the Town Council on August 17, 2015.



June 9, 2015

Susan Lessard
Town of Hampden
106 Western Avenue
Hampden, Maine 04444

Town Council Members
Town of Hampden
106 Western Avenue
Hampden, Maine 04444

RE: 2014 Personal Property Tax Bill

Dear Sue and Council Members:

Hughes Bros. is in the process of trying to resolve a 2014 personal property tax bill. Personal property is listed on the Hughes Bros. Account #96PP as shown on the attached bill. The amount shown as "Miscellaneous" in the amount of \$1,220,400 includes miscellaneous personal property reported to the Town and located at our property at 719 Main Road No. with the assessed value of \$156,300. The "Miscellaneous" assessment also includes personal property located at our mining and manufacturing facility located at Coles Corner Road in Winterport with the estimated assessment value of \$1,064,100. At a mil rate of 17.5, the tax assessment at the Winterport facility is \$18,621.75. In April 2015, the Hampden tax assessor provided an abatement in the amount of \$ 10,654, with a balance remaining of \$8,266.56 plus interest. We have received notice of potential lien.

We have requested that the 2015 personal property tax bill be separated from our Hampden property to allow Hughes and the Town a more clear understanding of the proper location of the property in question and to separate our Hampden facility from our Winterport facility. However, since the tax is already committed, the assessor could not provide a separate billing account.

First, while Hughes prepares for the best resolution of this issue, we want to make it clear to all those involved that all tax has been paid in full for any and all real estate and personal property located in the Town of Hampden, and any lien process on Hughes Bros. personal property should not and cannot legally be placed on our equipment at our Hampden facility. We have clearly shown that all tax due at our Hampden facility has been paid. We want to ensure that everyone is clear about this.

Second, our Winterport facility is operated separate from our Hampden facility and all equipment and personal property located on the site is permanent and not moved from location to location. Such mobile equipment is included in our personal property inventory reported to the Town, or is registered in Hampden. Four employees operate

this facility independent of our operations in Hampden including maintenance, sales, and some administration. More than 1/2 of our business from here is sales to other contractors who pick up materials in Winterport, 1/4 of the manufactured materials are transported to our job sites, and 1/4 of the materials is transported to Hampden for resale or use in the concrete manufacturing process. We have attached photos of the site for your use.

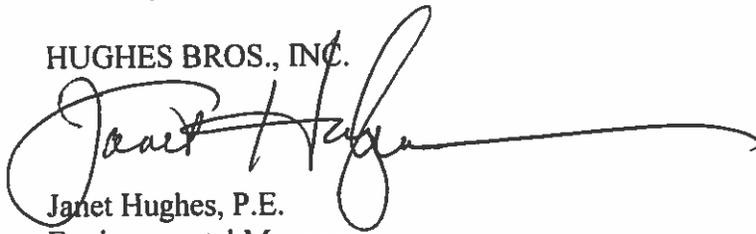
Last, Hughes Bros. does not agree with the assessor, and is unable to resolve this matter in an amenable manner with the Town's assessor. We are unable to bring this matter before the Board of Assessment Review because we did not report the details of the equipment located in Winterport to the Assessor. Therefore, we move to the next step which is review by municipal officers. The municipal officers may make such reasonable abatement as they consider proper to correct any illegality, error or irregularity in assessment. Hughes Bros. requests that the Town Council place this item on your July 7th Council agenda to allow Hughes to introduce and review the information. We will request that the 2015 personal property tax be waived and that the Town make policy on taxation of personal property for mining and manufacturing facilities outside the Town of Hampden. We feel the Town's current policy in assessment is irregular and in error.

It is important that Hughes Bros. best understands Hampden's policy on mining and manufacturing business, so we may make the best decisions on our current expansion plans. Currently we are unable to locate manufacturing processes in the Town of Hampden due to current zoning and the lack of available industrial zoned property. However, under the Assessor's scenario, Hampden will benefit from the personal property tax of any property that is not permanently fixed as realty. We feel that unlike our other gravel pits and quarries we move to from time to time, the Winterport Pit is an independent manufacturing facility with its own "storefront" as defined by Maine Revenue. Personal property for manufacturing facilities is taxed in the municipality where the facility resides in accordance with Maine Personal Property Tax Law. Keep in mind that Hughes has no reason to mislead the Town of Hampden, as most of the property qualify for the BETE and BETR programs. We would have very little tax liability due to current State exemptions. We have attached Maine Revenue guidelines for your use.

This matter affects the decisions we need to make to best protect the success of our company in Hampden, and also in other surrounding communities where we do business. Other communities also depend on taxation, and we need to operate our business so that those communities benefit from our presence.

Sincerely,

HUGHES BROS., INC.



Janet Hughes, P.E.
Environmental Manager

Peter Hughes
President



DOBLE PIT
HUGHES BROS. INC.



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775 11

ATTENTION

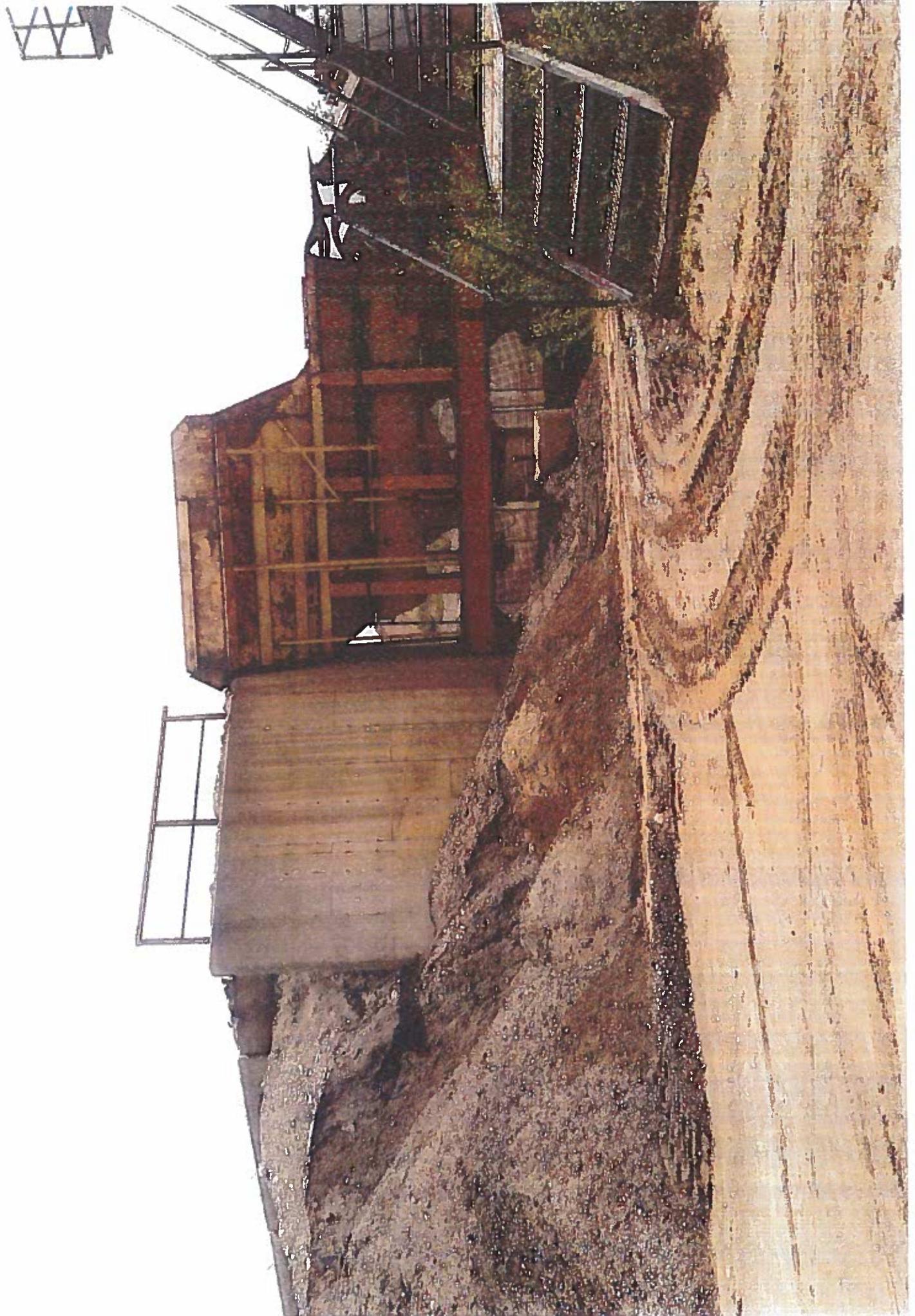
**THIS IS A FEDERALLY REGULATED
MINING FACILITY**

READ MINE RULES BEFORE ENTERING

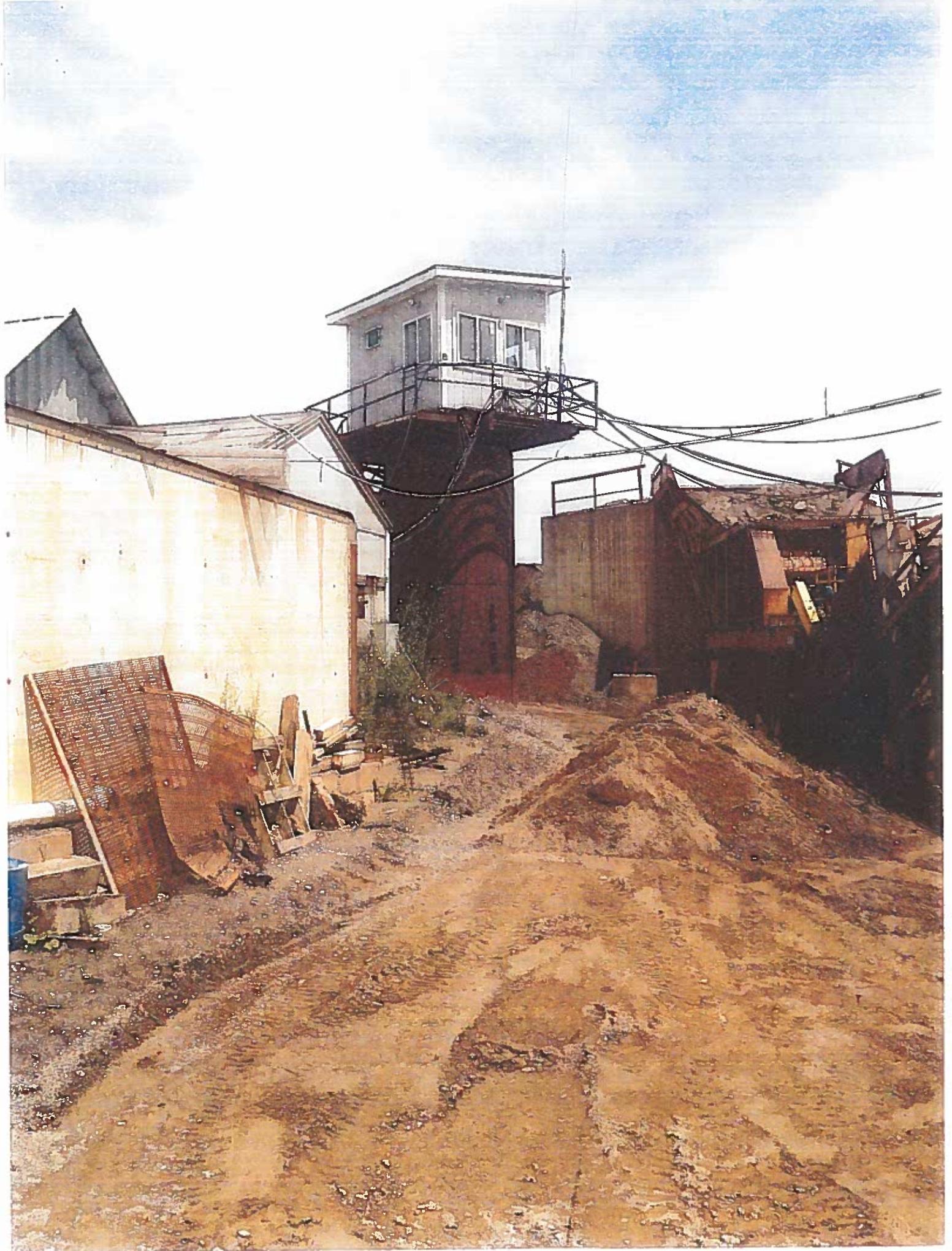
- **AUTHORIZED PERSONNEL ONLY!**
- Visitors and truck drivers must remain in their vehicles at all times unless accompanied by a mine employee. The loader operator will not load trucks if a driver is outside his/her cab.
- Always wear your seatbelt. **CB 29**
- Hardhats, safety glasses, safety toe boots, and high visibility vests are required personal equipment for all persons not in the cab of a vehicle.
- Speed Limit on pit roads: **10 MPH**
- Follow all established traffic patterns.
- **DANGER: EQUIPMENT AND TRAFFIC HAZARDS:**
Stay clear of all powered haulage and loading equipment. **AN OPERATOR MAY NOT SEE YOU!**
- **DANGER: ELECTRIC HAZARDS**
High voltage. Stay clear of all crushers, screening plants, conveyors, and other processing equipment.
- **DANGER: CAVING HAZARDS**
High headwalls may cave without warning. Stay clear of all pit faces and rockpiles.
- **DANGER: FALLING OBJECT HAZARDS**
Stay clear of equipment, conveyors, and headwalls.
- Read and obey all signs.
- Follow all directions given by mine employees.
- In the event of an emergency, contact the mine employee.



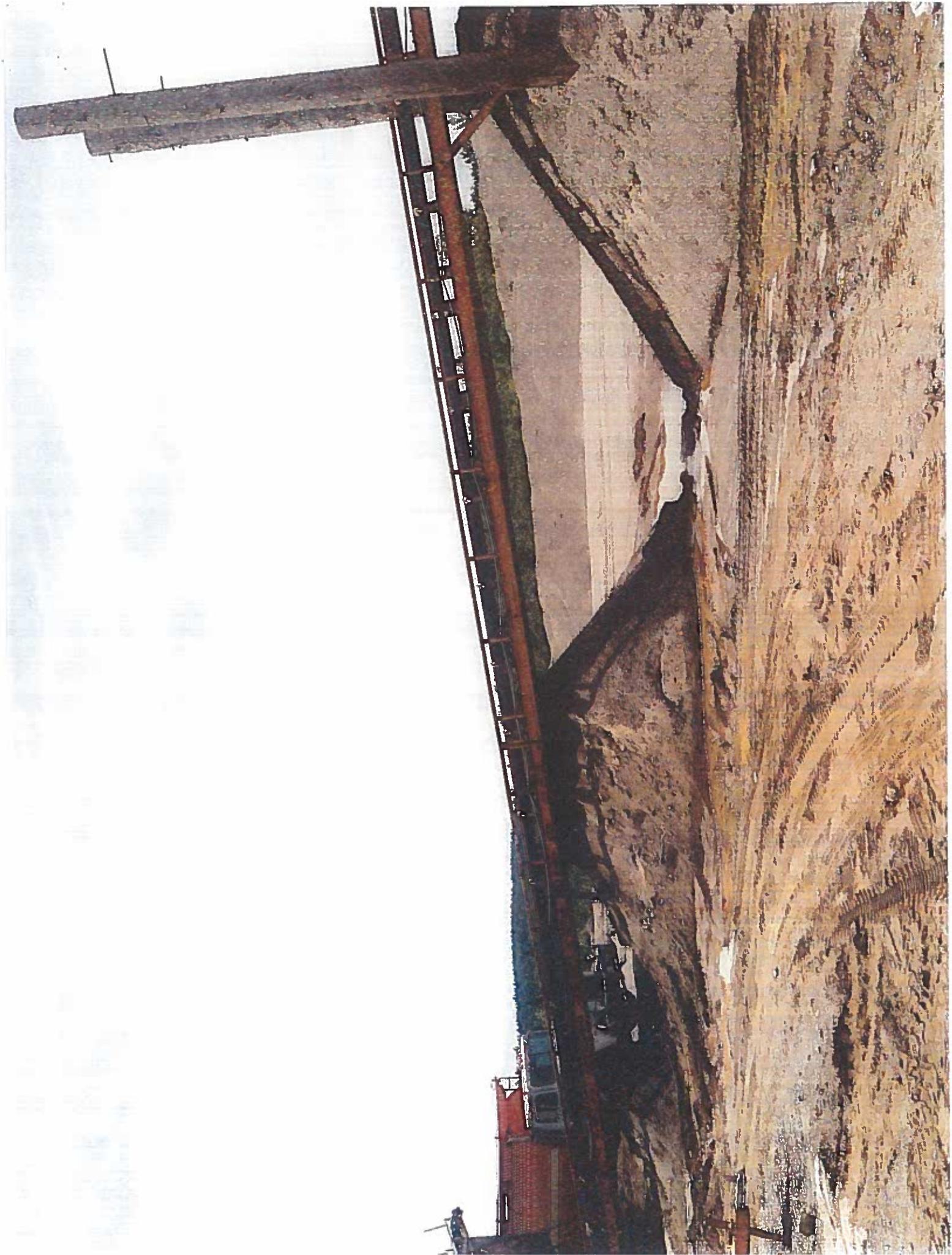
















Hughes Bros., Inc.
719 Main Road North
Hampden, Maine 04444-1901
TEL. 207-942-4606
FAX 207-990-3956

Maine Revenue Services
Property Tax Bulletin No.
13, Page 8 & 9

(9) Religious societies. Vehicles owned and used solely for their own purposes by houses of religious worship or religious societies;

(10) Certain veterans. Specially adapted automobiles owned by blind or amputee veterans who are granted free registration of those vehicles by the Secretary of State under 29-A M.R.S., § 523(1);

(11) Adaptive equipment. Adaptive equipment installed on a motor vehicle owned by a disabled person or the family of a disabled person to make that vehicle operable or accessible by a disabled person; and

(12) Active military stationed in Maine. Vehicles owned by a person, resident or non-resident, on active duty serving in the Armed Forces of the United States who is permanently stationed at a military or naval post, station or base in the state. For purposes of this subsection, "a person on active duty serving in the Armed Forces of the United States" does not include a member of the National Guard or the Reserves of the United States Armed Forces.

I. Prepackaged "Glider" Kits. For trucks or truck tractors registered for more than 26,000 pounds that have been reconstructed using a prepackaged kit that may include a frame, front axle or body but does not include a power train or engine and for which a new certificate of title is required to be issued, the amount of excise tax due is based on the maker's list price of the prepackaged kit. These glider kits do not qualify for reimbursement by the Bureau of Motor Vehicles for tax on the difference between MSRP and purchase price.

4. Personal Property Taxation of Motor Vehicles.

A motor vehicle which acquires a tax situs within Maine is subject to a personal property tax unless an excise tax was paid. If the personal property tax on a vehicle was paid and the owner later wishes to register the vehicle, the property tax paid must be allowed as a credit on the excise tax.

A. Where Motor Vehicles are Taxable.

(1) If a motor vehicle with a Maine personal property tax situs on April 1 is owned by an individual resident, resident partnership or domestic corporation the vehicle is taxable in the place where the owner resides on April 1.

(2) If a motor vehicle with a Maine personal property tax situs on April 1 is owned by a nonresident individual, nonresident partnership or foreign corporation the vehicle is taxable in the place where located on April 1.

(3) Maine law, 36 M.R.S., § 603(9), provides an exception to where the motor vehicles of certain domestic corporations are taxable. The vehicles of manufacturing, smelting, agricultural and stock raising corporations and corporations organized for the purpose of buying, selling and leasing real



Hughes Bros., Inc.

719 Main Road North
Hampden, Maine 04444-1901
TEL. 207-942-4606

estate are taxable where situated. A further exception is that vehicles owned, leased or otherwise subject to possessory control of a mining company are taxable where the mine is located.

B. Description. A motor vehicle assessed as personal property should be identified by make, model, year and serial number (if possible). This will permit documentary proof that the property tax was paid on the vehicle should subsequent registration be desired.

C. Valuation. When assessed for personal property taxes, motor vehicles should be valued in the same manner as all other property, on the basis of "just value".

D. Exemptions. Personal property tax exemptions provided in 36 M.R.S. §§ 651-655 may also apply to motor vehicles being assessed as personal property.

NOTE: This bulletin is intended solely as advice to assist persons in determining, exercising or complying with their legal rights, duties or privileges. If further information is needed, contact the Property Tax Division of Maine Revenue Services.

MAINE REVENUE SERVICES
PROPERTY TAX DIVISION
PO BOX 9106
AUGUSTA, MAINE 04332-9106
TEL: (207) 624-5600

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(Published under Appropriation No. 1037.1)

State Statute Definitions

term use free of charge pursuant to the dealer's franchise, as defined in Title 10, section 1171, subsection 6.

[2007, c. 627, §40 (NEW) .]

6. Living quarters. "Living quarters" means sleeping rooms, sleeping or housekeeping accommodations, and tent or trailer space.

6-A. Manufacturing facility. "Manufacturing facility" means a site at which are located machinery and equipment used directly and primarily in either the production of tangible personal property intended to be sold or leased ultimately for final use or consumption or the production of tangible personal property pursuant to a contract with the Federal Government or any agency thereof. It includes the machinery and equipment and all machinery, equipment, structures and facilities located at the site and used in support of production or associated with the production. "Manufacturing facility" does not include a site at which a retailer is primarily engaged in making retail sales of tangible personal property not produced by the retailer.

[2007, c. 627, §41 (AMD) .]

6-B. Mobile telecommunications services.

[2003, c. 673, Pt. V, §29 (AFF); 2003, c. 673, Pt. V, §11 (RP) .]

6-C. Manufactured housing. "Manufactured housing" has the same meaning as defined in Title 10, section 9002, subsection 7.

[2005, c. 618, §1 (NEW) .]

7. Motor vehicle. "Motor vehicle" means any self-propelled vehicle designed for the conveyance of passengers or property on the public highways. "Motor vehicle" includes an all-terrain vehicle and a snowmobile as defined in Title 12, section 13001.

[2003, c. 414, Pt. B, §60 (AMD); 2003, c. 614, §9 (AFF) .]

7-A. Vehicle. "Vehicle" has the same meaning ascribed to that term by Title 29-A, section 101, subsection 91.

[1995, c. 65, Pt. A, §140 (AMD); 1995, c. 65, Pt. A, §153 (AFF); 1995, c. 65, Pt. C, §15 (AFF) .]

7-B. Machinery and equipment. "Machinery and equipment" means machinery, equipment and parts and attachments for machinery and equipment, but excludes foundations for machinery and equipment and special purpose buildings used to house or support machinery and equipment.

[1985, c. 276, §1 (RPR) .]

7-C. Nonprofit. "Nonprofit" refers to an organization which has been determined by the United States Internal Revenue Service to be exempt from taxation under Section 501(c) of the Code.

[2005, c. 218, §13 (AMD) .]

7-D. Network elements.

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- ▼ [§1752 MS-WORD](#)
- ▼ [STATUTE SEARCH](#)
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PART 602

Maine Revised Statutes

§601

Title 36:

§603

TAXATION

Part 2: PROPERTY TAXES

Chapter 105: CITIES AND TOWNS

Subchapter 3: PERSONAL PROPERTY TAXES

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§602. -- where taxed

All personal property within or without the State, except in cases enumerated in section 603, shall be taxed to the owner in the place where he resides.

Data for this page extracted on 01/05/2015 12:14:58.

The Revisor's Office cannot provide legal advice or interpretation of Maine law to the public. If you need legal advice, please consult a qualified attorney.

Office of the Revisor of Statutes

7 State House Station
State House Room 108
Augusta, Maine 04333-0007

SEE EXCEPTIONS IN PART 603

Maine Revised Statutes

- [§603 PDF](#)
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§602

Title 36:

§604

TAXATION

Part 2: PROPERTY TAXES

Chapter 105: CITIES AND TOWNS

Subchapter 3: PERSONAL PROPERTY TAXES

§603. Exceptions

The excepted cases referred to in section 602 are the following:

1. Personal property employed in trade. All personal property employed in trade, in the erection of buildings or vessels, or in the mechanic arts shall be taxed in the place where so employed, except as otherwise provided for in this subsection; provided the owner, his servant, subcontractor or agent occupies any store, storehouse, shop, mill, wharf, landing place or shipyard therein for the purpose of such employment.

A. For the purposes of this subsection, "personal property employed in trade" shall include both liquefied petroleum gas installations, and industrial and medical gas installations, together with tanks or other containers used in connection therewith. [1981, c. 106, (AMD).]

B. [1973, c. 592, §7 (RP).]

[1981, c. 106, (AMD) .]

1-A. Cargo trailers. A cargo trailer shall be taxed in the place where it is primarily located on April 1st, even though the cargo trailer may not be present in that place on April 1st.

For purposes of this subsection, "primary location" means the place where the cargo trailer is usually based and where it regularly returns for repairs, supplies and activities related to its use.

[1987, c. 303, (NEW) .]

2. Enumeration.

[2007, c. 627, §18 (RP) .]

2-A. Enumeration. The following personal property must be taxed in the place where it is situated:

A. Portable mills; [2007, c. 627, §19 (NEW).]

B. All store fixtures, office furniture, furnishings, fixtures and equipment; [2007, c. 627, §19 (NEW).]

C. Professional libraries, apparatus, implements and supplies; [2007, c. 627, §19 (NEW).]

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D. Coin-operated vending or amusement devices; [2007, c. 627, §19 (NEW).]

E. All camper trailers, as defined in section 1481; and [2007, c. 627, §19 (NEW).]

F. Television and radio transmitting equipment. [2007, c. 627, §19 (NEW).]

[2007, c. 627, §19 (NEW) .]

3. Nonresidents. Personal property which is within the State and owned by persons residing out of the State shall be taxed either to the owner, or to the person having the same in possession, or to the person owning or occupying any store, storehouse, shop, mill, wharf, landing, shipyard or other place therein where such property is.

A. A lien is created on said property for the payment of the tax, which may be enforced by the tax collector to whom the tax is committed, by a sale of the property as provided.

B. A lien is created on said property in behalf of the person in possession, which he may enforce, for the repayment of all sums by him lawfully paid in discharge of the tax. If such person pays more than his proportionate part of such tax, or if his own goods or property are applied to the payment and discharge of the whole tax, he may recover of the owner such owner's proper share thereof.

4. Domestic fowl raised for meat purposes or egg production.

[1973, c. 592, §11 (RP) .]

5. Mules, horses, neat cattle and domestic fowl.

[1973, c. 592, §11 (RP) .]

6. Belonging to minors under guardianship. Personal property belonging to minors under guardianship shall be taxed to the guardian in the place where the guardian resides. The personal property of all other persons under guardianship shall be taxed to the guardian in the place where the ward resides.

7. Partners in business. Personal property of partners in business, when subject to taxation under subsections 1 and 2, may be taxed to the partners jointly under their partnership name; and in such cases they shall be jointly and severally liable for the tax.

8. Owned by persons unknown. Personal property owned by persons unknown shall be taxed to the person having the same in possession. A lien is created on said property in behalf of the person in possession, which he may enforce for the repayment of all sums by him lawfully paid in discharge of the tax.

9. Certain corporations. The personal property of manufacturing, mining, smelting, agricultural and stock raising corporations, and corporations organized for the purpose of buying,

selling and leasing real estate shall be taxed to the corporation or to the persons having possession of such property in the place where situated, except as provided in subsections 1 and 10.

[1981, c. 711, §6 (AMD) .]

10. Tax situs. The tax situs of tangible personal property shall be at the mine site if that property is:

A. Owned, leased or otherwise subject to possessory control of a mining company; and [1981, c. 711, §7 (NEW).]

B. On route to or from, being transported to or from or destined to or from a mine site. [1981, c. 711, §7 (NEW).]

Except as otherwise provided in this subsection, the tax situs of tangible personal property leased to a mining company shall be in the place where the property is situated.

For the purposes of this subsection, the definitions of section 2855 shall apply.

[1983, c. 776, §2 (AMD) .]

SECTION HISTORY

1967, c. 15, §1 (AMD). 1967, c. 90, (AMD). 1967, c. 480, §1 (AMD). 1971, c. 235, §2 (AMD). 1973, c. 592, §§7-11 (AMD). 1981, c. 106, (AMD). 1981, c. 711, §§6,7 (AMD). 1983, c. 776, §2 (AMD). 1987, c. 303, (AMD). 2007, c. 627, §§18, 19 (AMD).

Data for this page extracted on 01/05/2015 12:14:58.

**The Revisor's Office cannot provide legal advice or interpretation of Maine law to the public.
If you need legal advice, please consult a qualified attorney.**

**Office of the Revisor of Statutes
7 State House Station
State House Room 108
Augusta, Maine 04333-0007**

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Town of HAMPDEN
106 WESTERN AVENUE
HAMPDEN, MAINE 04444

Assessor: (207) 862-4500
 Tax Collector: (207) 862-3034

2015 PROPERTY TAX BILL

CURRENT BILLING INFORMATION

LAND VALUE	\$0.00
BUILDING VALUE	\$0.00
TOTAL: LAND & BLDG	\$0.00
FURNITURE & FIXTURES	\$5,700.00
MACHINERY & EQUIPMENT	\$779,000.00
TELECOMMUNICATIONS	\$1,600.00
MISCELLANEOUS	\$1,220,400.00
TOTAL PER. PROP.	\$2,006,700.00
HOMESTEAD EXEMPTION	\$0.00
OTHER EXEMPTIONS	\$0.00
NET ASSESSMENT	\$2,006,700.00
TOTAL TAX	\$35,117.25
LESS PAID TO DATE	\$0

THIS IS THE ONLY BILL YOU WILL RECEIVE

97

HUGHES BROTHERS INC
 719 MAIN ROAD NORTH
 HAMPDEN, ME 04444

TOTAL DUE → **\$35,117.25**

*See Attached -
 Approved as Voted*

MAP/LOT:
 LOCATION: 719 MAIN ROAD NORTH
 ACREAGE:
 ACCOUNT: 96 PP

MIL RATE: 17.50
 BOOK/PAGE:

FIRST HALF DUE: \$17,558.63
 SECOND HALF DUE: \$17,558.62

TAXPAYER'S NOTICE

THIS BILL COVERS FISCAL YEAR JULY 1, 2014 THROUGH JUNE 30, 2015. IT IS BASED ON ASSESSED VALUE AND RECORD OWNER INFORMATION AS OF APRIL 1, 2014. BILLS ARE NOT SENT TO MORTGAGE HOLDERS. PLEASE FORWARD TO NEW OWNER IF THE PROPERTY WAS SOLD AFTER THAT DATE. INTEREST RATE: 7% PER ANNUM, MIL RATE: \$17.50 PER \$1000 ASSESSED VALUE.

PAST DUE AMOUNTS ARE NOT SHOWN ON THIS BILL. PAYMENTS RECEIVED WILL BE APPLIED TO THE OLDEST OUTSTANDING TAX.

WITHOUT STATE AID FOR EDUCATION, HOMESTEAD EXEMPTION REIMBURSEMENT, AND STATE REVENUE SHARING, YOUR BILL WOULD HAVE BEEN 44.1% HIGHER.

AS OF JUNE 30, 2014, THE TOWN OF HAMPDEN HAS A TOTAL OUTSTANDING BONDED INDEBTEDNESS OF \$32,105,050 WHICH INCLUDES \$7,019,066 OF TOWN-ISSUED DEBT AND THE HAMPDEN SHARE OF RSU #22 DEBT IS \$25,085,984.

CURRENT BILLING DISTRIBUTION

EDUCATION	\$20,016.83	57%
LOCAL	\$12,642.21	36%
COUNTY	\$2,458.21	7%
TOTAL	\$35,117.25	100%

REMITTANCE INSTRUCTIONS

To avoid standing in line, taxes may be paid by mail. Please make check or money order payable to TOWN OF HAMPDEN and mail to:

TOWN OF HAMPDEN
106 WESTERN AVENUE
HAMPDEN, ME 04444

ACCOUNT: 96PP
 NAME: HUGHES BROTHERS INC
 MAP/LOT:
 LOCATION: 719 MAIN ROAD NORTH
 ACREAGE:

INTEREST BEGINS ON 4/02/2015

DUE DATE	AMOUNT DUE	AMOUNT PAID
04/01/2015	\$17,558.62	

PLEASE REMIT THIS PORTION WITH YOUR SECOND PAYMENT **8,157.62**

ACCOUNT: 96PP
 NAME: HUGHES BROTHERS INC
 MAP/LOT:
 LOCATION: 719 MAIN ROAD NORTH
 ACREAGE:

INTEREST BEGINS ON 10/02/2014

DUE DATE	AMOUNT DUE	AMOUNT PAID
10/01/2014	\$17,558.62	

PLEASE REMIT THIS PORTION WITH YOUR PAYMENT **8,157.63** *paid*

2015 Property Tax Bill		
Personal Property Tax		
Furniture & Fixtures	5700	
Machinery & Equipment	779000	
Telecommunications	1600	
Miscellaneous	1220400	
Less Assessment for Winterport Equipment*	-1074400	
Total Assessment on Hampden Property	932300	
Tax Due based on Mil Rate of 17.50	16315.25	
* Based on Town's Tax Assessor Calculations		

1st payment = \$ 8,157.63

2nd payment = 8,157.62

Please note that we are sending personal property tax in the amount estimated for property in Hampden. The remaining amount is in dispute, and waiting for a meeting with the Town and Maine Revenue.

Thank You.

Janet Hughes.

HUGHES SUMMARY

In March of 2014 I became aware of equipment belonging to Hughes Brothers that was located in their Winterport Pit. I spoke with David Ledew, Director of Maine Revenue Services and he provided me with a court case regarding "mining equipment" and where it is taxable.

I contacted Janet Hughes requesting, via e-mail, information on the equipment located in Winterport. After several e-mail exchanges she notified me that they had an "office" in Winterport and it was a separate operation. I contacted the Winterport Assessor, Herb Dickey to ask about the office. As Winterport does not require building permits, Mr. Dickey went to the pit to see if an office had been constructed. He reported to me that there was no office on site and gave me a listing of the equipment he saw there. (This is a common practice of most assessors.) Mrs. Hughes became upset by this and subsequently sent a letter to the Winterport Board of Assessors (Selectmen) filing a complaint against Mr. Dickey.

From March 2014 through August 2014, prior to tax commitment I contacted Mrs. Hughes on a number of occasions requesting a list of equipment. She did provide some photographs and denied me access to the pit. We met with Town Attorney Tom Russell and Peter and Janet Hughes. She did offer, at that meeting, to allow me entrance to the pit. We were to try and set up a meeting with Maine Revenue Services, as requested by Janet. After several attempts to set up a meeting, I was told by Mr. Ledew that this matter needed to be settled at the local level.

In April 2015 Peter and Janet Hughes along with Ed Hughes came into the office to meet with Dean Bennett (Economic Development Director) and me. The point of the visit was to resolve the taxation of the equipment. At that time I was allowed entrance into the pit in Winterport and Ed Hughes met me there and took me through the pit, describing the operation in detail.

After that visit I found it appropriate to abate \$10,654 of the personal property tax bill as the crushing equipment is secured in concrete and permanently affixed to the ground (the appeal deadline had passed and they did not provide a listing of equipment, failure to file can negate any appeal in value). It would be taxable as Real Estate but not Personal Property. Four items remained on the bill. Two loaders, a large dump truck and a screen with conveyors. Mrs. Hughes is now requesting that the council abate the balance of the personal property tax bill and set policy on taxation specific to mining activity. I have attached an e-mail from David Ledew regarding the request.





Kelly Karter <assessor@hampdenmaine.gov>

Gravel pit

3 messages

Ledew, David P <David.P.Ledew@maine.gov> Tue, May 27, 2014 at 9:00 AM
To: "Kelly Karter (assessor@hampdenmaine.gov)" <assessor@hampdenmaine.gov>

David Ledew, Director
Property Tax Division
Maine Revenue Services
207 624-5601

*After speaking w/David
Ledew he e-mailed
the Leeds v Maine
Crushed Rock case*

Leeds v Maine Crushed Rock.doc
24K

Kelly Karter <assessor@hampdenmaine.gov> Tue, May 27, 2014 at 12:00 PM
To: "Ledew, David P" <David.P.Ledew@maine.gov>

Hi Dave,

Thanks for the information! I am again, having an issue with New England Waste. They have, through their agent, filed for BETE on the gas to energy portion of the facility. I asked the representative to give me a breakdown, which he did, but he also sent an amended BETE listing all of the gas to energy. I was trying to find where power generation was listed in the guidance documentation to send to him, but it just lists "A Public Utility".

Advise please!!

Kelly

On Tue, May 27, 2014 at 9:00 AM, Ledew, David P <David.P.Ledew@maine.gov> wrote:

David Ledew, Director
Property Tax Division
Maine Revenue Services

**INHABITANTS OF LEEDS vs. MAINE CRUSHED ROCK AND GRAVEL
COMPANY.**

SUPREME JUDICIAL COURT OF MAINE, ANDROSCOGGIN

March 8, 1928, Decided

PRIOR HISTORY:

[**1] On Exceptions. An action of debt for the collection of \$ 533 tax on personal property assessed against the defendant, a non-resident corporation.

Defendant corporation conducted a sand and gravel and stone crushing business in the town of Leeds, using in connection therewith, a steam shovel, locomotive, stone crushers and other chattels which were the personal property assessed under the word "machinery." Defendant contended that the property was not subject to taxation in the town of Leeds.

Hearing was had before the presiding justice of the Superior Court for the County of Androscoggin, who ruled that the action could not be maintained.

The plaintiff took exceptions to the rulings.

Exceptions overruled.

The case appears fully in the opinion.

DISPOSITION:

Exceptions overruled.

HEADNOTES:

TAXATION. PERSONALTY. "PERSONAL PROPERTY EMPLOYED IN TRADE" AND "MACHINERY EMPLOYED IN ANY BRANCH OF MANUFACTURE," CONSTRUED. "LANDING PLACE" DEFINED.

Employment in trade under paragraph 1, Sec. 14, Chap. 10 R. S. means trade in the town where it is prepared for market. Where the evidence does not disclose any local market or any intent or expectation to sell locally and the things, when

prepared for market, are to be sold, not where prepared, but in the town where the owner's main business is located, the property is not "employed in trade" in the town where it is when prepared, and is not there taxable.

The chattels, if claimed to be a mill when taken together, cannot serve at the same time as property employed and as the place in which employed. The property which may be taxed under paragraph 1, Sec. 14, Chap. 10 R. S. is movable property wholly distinct from the "mill" or "landing place" occupied.

A landing place is a place where logs (and it may be other things) are collected and deposited for transportation or shipment from that place, whether it be by water or rail. The phrase connotes both collecting and depositing. Machinery used to prepare rock and sand for shipment cannot be said to be "collected and deposited" within the meaning of the Statute.

To make an article manufactured, the application of the labor must result in a new and different article with a distinctive name, character or use. Crushing, grinding and preparing rock, gravel and sand for market is not manufacturing, and machinery used for such purposes is not "employed in any branch of manufacture."

In the instant case, no new article was produced. Raw material created by the process of nature was broken for use and sale into convenient sizes, which were raw material no less than when excavated, and, no labor having been expended in fashioning the pieces, than when they left the breaker. Such crushing does not constitute manufacturing in the ordinary sense.

Held:--the "machinery" was not taxable by Leeds under R. S. Chap. 10, Sec. 14, Par. 1 as "personal

property employed in trade--or in the mechanic arts" by an owner who occupied a "mill" or "landing place" in that town, nor was it taxable by Leeds under paragraph III, Sec. 14, as being "machinery employed in any branch of manufacture."

COUNSEL:

Tascus Atwood, for plaintiff.

Frederick J. Laughlin,

Harry Manser, for defendant.

JUDGES:

SITTING: WILSON, C. J., PHILBROOK, DUNN, BARNES, BASSETT, PATTANGALL, JJ.

OPINIONBY:

BASSETT

OPINION:

[*52] [**73] BASSETT, J. Action of debt by tax collector of the town of Leeds to collect a tax assessed on personal property described as "machinery" and employed by the defendant, a Maine corporation [***2] located at and with its principal place of business at Portland, in its gravel and sand pit in the town of Leeds. Case comes up on exceptions to the ruling of the presiding justice that the action could not be maintained.

It is admitted that the usual statutory requirements for assessing a tax and bringing a suit were complied with. The only question is, was the property taxable in Leeds.

[*53] The "machinery" included these chattels, a steam shovel, narrow gauge locomotive, two stone crushers, two conveyors, six dump carts, hoist and attachments, screen and attachments, dynamos and one Ford ton truck. The process of getting out sand and gravel is this. The material is excavated in the pit by the steam shovel, loaded into small yard cars, hauled to a hopper, from which it is taken up by a small car and dumped on a grating, where rocks exceeding two and one-half inches in size are projected to a crusher. This "oversize," as it is called, is there crushed to two and one-half inches and, upon an occasional order for stock smaller than that, there is recrushing to the smaller size. Not over twenty-five per cent of all the rock material excavated is crushed. The remainder passes [***3] through the screen into bins, into which the crushed rock is also conveyed, and thence is passed into railroad cars of the Maine

Central Railroad on a spur track connecting with the main line and shipped to customers on orders received at the Portland [**74] office. The sand excavated is screened, washed and finally loaded into Maine Central cars and shipped on similar orders to destination.

The general provision of the statute for the taxation of personal property is that it "shall be assessed to the owner in the town where he is an inhabitant on the first day of each April." R. S. 1916, Chap. 10, Sec. 13, as amended by Chap. 82 of the Public Laws of 1919.

Section 14, which follows, provides certain exceptions, among which are,

"I. All personal property employed in trade, in the erection of buildings or vessels, or in the mechanic arts, shall be taxed in the town where so employed on the first day of each April; provided, that the owner, his servant, subcontractor or agent, so employing it, occupies any store, storehouse, shop, mill, wharf, landing place or shipyard therein for the purpose of such employment."

"III. Machinery employed in any branch of manufacture, goods manufactured [***4] or unmanufactured, and real estate belonging to any corporation, except when otherwise expressly provided, shall be assessed to such corporation in the town or place where they are situated or employed:"

[*54] The plaintiff claimed that the chattels were taxable under paragraph III as "machinery employed in any branch of manufacture" and under paragraph I as "personal property employed in trade" by an owner who occupied a "landing place." The presiding justice ruled they were not taxable under III nor under I, "the assessment being specifically upon this machinery."

We think the chattels were not taxable under either paragraph.

Arguments of counsel and the ruling of the presiding justice were first and chiefly concerned to determine whether the property came within the description of paragraph III and secondarily within the description of paragraph I.

This case does not raise the question, which one of two towns has the right to tax under one or the other paragraph, *Boothbay v. duPont deNemours Company*, 109 Me. 236, 83 A. 663, but whether a given town had any right to tax at all under either paragraph. Two towns might contend for the right to tax property [***5] which might be

within the description of more than one paragraph. The proper way to determine under which paragraph of the enumerated exceptions property is to be taxed was set forth by the court in *Boothbay v. duPont deNemours Company*, supra, as follows. "It was the intention of the Legislature to provide by the enumerated cases in Section 13 (Section 14 of present statutes) for the taxation of personal property not taxable under Section 12 (Section 13 of present statutes). To determine under which paragraph of the enumerated cases in Section 13 property shall be taxed, it should be ascertained if the property, its condition, and situation are such as are described in paragraph I of said Section. If not, are they such as are described in paragraph II, and so on until the property is described in one of the paragraphs of Section 13. When it is included within one of the paragraphs of Section 13, it is taxable as therein stated, and all similar property similarly situated must be taxed under that paragraph, and cannot be taxed under any other. It being the intention of the Legislature by each paragraph to provide for the taxation of the property therein mentioned, it [***6] follows that when the property is included within the cases mentioned in one of the paragraphs, it shall be taxed under that section and cannot be taxed under any other."

We therefore turn first to paragraph I.

[*55] The word "machinery" which is expressly found in paragraph III does not determine that the property was assessed under that paragraph. Machinery may be actually articles of "trade" of the owner. It was "personal property" as appears here.

But the chattels were not "employed in trade." The property taxed here was not the stone and gravel which was sold but machinery for putting it into condition to be sold. If it could be said that the machinery thereby was "employed in trade," it would not be, under paragraph I, as regards taxation, in any different position from the sand and gravel. Our court has repeatedly held, *New Limerick v. Watson*, 98 Me. 379, 57 A. 79; *McCann v. Minot*, 107 Me. 393, 78 A. 465; *Morton v. Wilson*, 115 Me. 70; *Lumber Company v. Machias*, 122 Me. 304, 119 A. 805, that employment in trade under this paragraph means trade in the town where it is when prepared for market. Where the [***7] evidence, as here, does not disclose any local market or any intent or expectation to sell locally and that the things, when prepared for market, are to be sold, not where prepared but in the town where the owner's main business is located, the property is not "employed in trade" in the town where it is when prepared.

It is not necessary to decide whether these chattels were employed "in the mechanic arts" for, if they were, the owner did not occupy any "mill" or "landing place" in Leeds within the meaning of the statute. If it be claimed that the chattels, some or all of them taken together, were a "mill," they cannot "at the same time serve as personal property employed and as the building or place in which it is employed." "The personal property which may or may not be subject of taxation under the exception is movable property wholly distinct from the store, shop, mill, wharf, landing place or shipyard' which by virtue of the proviso must be occupied." *Norway v. Willis*, 105 Me. 54, 72 A. 733.

Nor was there a "landing place" within the meaning of the statute. The words were defined in *McCann v. Minot*, supra, a log case. [**75] "A landing [***8] place is a place where logs (and it may be other things) are collected and deposited for transportation or shipment from that place, whether it be by water or rail." In *Lumber Company v. Machias*, supra, also a log case, use of the word "include" (p. 307) would imply that landing place includes logs but is not confined to them.

[*56] But the machinery was not the things "collected and deposited" in the alleged landing place here. The rock and sand were what corresponded to the logs which, in the cases cited, were the property in the landing place and taxed. The alleged landing place was a part of defendant's premises, the so-called pit, where the work went on and where the sand and gravel at the completion of the preparation were deposited. They were landed in that remote sense in which the finished product of any process conducted in a given place is there deposited pending further movement in its disposition. They were deposited but not collected in the meaning of the statute which for landing place connotes both collecting and depositing.

We therefore decide this machinery could not be taxed under paragraph I and turn to paragraph III.

There was no contention [***9] that the word "machinery" did not cover all of the different chattels, and it is not necessary therefore to raise such question. For this decision, we assume it does include all. But we do not think that the machinery was "employed in any branch of manufacture." The meaning of the word "manufacture" has been before the courts in various applications including provisions of statutes for taxation. This line of distinction has been drawn which we think to be correct. Application of labor to an article either by

hand or mechanism does not make the article necessarily a manufactured article. To make an article manufactured, the application of the labor must result in a new and different article with a distinctive name, character or use.

It was therefore held that a corporation quarrying, crushing, preparing, and marketing limestone in different sizes was not a "manufacturing" corporation. "No new article was produced by the relator. It simply took raw material which had been created by the process of nature and broke it into convenient sizes for use and sale. The reduced sizes were the raw material no less than when blasted in rock from the cliff. The relator expended no labor in fashioning [***10] the pieces. When sold they were in precisely the conditions in which they left the breaker. Had the existence of the stone been due to the agency of the relator, or an article have been created by its labor or the addition of other substances producing an article having a different character and use, a very different question [*57] would be presented." *People ex rel. Tompkins Cove Stone Co. v. Saxe et al*, 162 N.Y.S. 408, 176 A.D. 1, reaffirmed on appeal, 221 N. Y., 601.

So it was held a corporation engaged in quarrying, crushing, preparing, and marketing stone by breaking it into pieces and sorting by screens was not engaged in manufacturing. "The rock still remains rock. The only difference is in the size of the portions and in this natural condition without the application of any art or process to change the form or appearance of the broken pieces, the same are sold in the market." *Commonwealth v. John T. Dyer Quarry Co.*, 95 A. 797 (Pa.).

So crushing and grinding rock into sand of specified grades of fineness sometimes colored by admixture of clay and used for molding in steel trade and for concrete in building was held not

"manufacturing. [***11] " "The pieces are sold as they come from the crusher without any attempt to remove the irregularities of the edges or make the pieces of uniform shape. ... The fact that clay is sometimes added to the sand when colored silica is desired does not in our opinion change the situation." *Commonwealth v. Welsh Mountain Mining, etc., Co.*, 108 A. 722.

So it was held that cleaning off the outer layer of shells by acid and grinding off the second layer by an emery wheel so as to expose the inner layer and all intended to be sold as shells for ornament was not a "manufacture of shells." "They were still shells. They had not been manufactured into a new and different article having a distinctive name, character or use from that of a shell." *Hartranft v. Wiegmann*, 121 U.S. 609, 30 L. Ed. 1012, 7 S. Ct. 1240.

And so machinery employed in the business of quarrying and breaking stone, to be used in macadamizing roads and for similar purposes was held not to be taxable as being "employed in manufacturing." "Quarrying and dressing granite could hardly be said to be manufacturing it, though molding clay into different sizes and shapes and then burning it fairly may [***12] be said to be manufacturing brick. Still less could simply crushing granite into smaller and smaller pieces be said to constitute manufacturing, as that word is ordinarily used, though there is a remote sense in which it may be true." *Wellington v. Belmont*, 164 Mass. 142, 41 N.E. 62. This case is quite on all fours with the instant case.

[*58] We therefore decide this machinery could not be taxed under paragraph III.

The exceptions to the ruling of the presiding justice were not well taken. The entry must therefore be *Exceptions overruled*.

Maine Secretary of State



2014 Annual Report
Electronic Filing Acknowledgment

For Business Corporations on file as of December 31, 2013

*Corporate
Filing w/State*

Charter Number: 1938011 D
DCN Number: 21401900022
Legal Name: HUGHES BROS. INC.

Clerk's Name and Address:

EDMOND J BEAROR
84 HARLOW ST
BANGOR, ME 04401

Brief statement of the character of the business:

READY MIX CONCRETE

Name and Address of Officers:

TREASURER
PETER R. HUGHES
719 MAIN ROAD NORTH, HAMPDEN, ME 04444

PRESIDENT
PETER R. HUGHES
719 MAIN ROAD NORTH, HAMPDEN, ME 04444

VICE PRESIDENT
EDWARD J. HUGHES III
719 MAIN ROAD NORTH, HAMPDEN, ME 04444

Name and Address of Director:

PETER R. HUGHES



Kelly Karter <assessor@hampdenmaine.gov>

Gravel Pits and Equipment

2 messages

Kelly Karter <assessor@hampdenmaine.gov>
To: mdarcangelo@gorham.me.us

Tue, Jul 1, 2014 at 10:34 AM

Hi Mike,

I have an owner of a construction/gravel company in Hampden. They have established pits in other locations. I noticed that you have Shaw Brothers in Gorham and they also have a number of pits in other towns. I believe that the home office location should be reporting all of their mining equipment to me and not to the other municipalities that they are located in.

Can you verify that that is the case with Gorham? I did check for valuations of personal property in the other towns listed for Shaw Brothers and did not find any.

Any help you can provide would be greatly appreciated. I did get the 1924 (?) case from David Ledew and reviewed the Assessor's Manual, however I am trying to dot my i's and cross my t's! The owner of this company is telling me I am the only one in the State that is doing/trying to do this.

Thanks,
Kelly

--
Kelly J. Karter, CMA
Hampden Assessor
106 Western Avenue
Hampden, Maine 04444
Tel: 207-862-4500
Fax: 207-862-5067

Mike Darcangelo <mdarcangelo@gorham.me.us>
To: assessor@hampdenmaine.gov

Tue, Jul 1, 2014 at 2:44 PM

Hi Kelly,

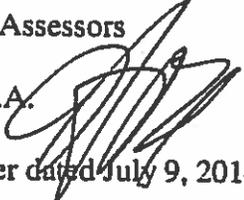
I just verified with Shaw Bros. that they do in fact report all their equipment in various gravel pits in other communities to Gorham, where their home office is based. Hope this helps!!

Mike D'Arcangelo, CMA
Assessor, Town of Gorham
207-222-1600



Winterport Board of Assessors
P.O.Box 559
Winterport, ME 04496
207-223-5055

July 9, 2014

To: Winterport Board of Assessors
From: H.R.Dickey III, C.M.A. 
Subject: Hughes Brothers letter dated July 9, 2014

On or about July 2, 2014 I received a phone call from Kelley Carter, the Town of Hampden Assessor, saying she was having difficulty with Hughes Brothers Inc. regarding their personal property.

Kelley said Hughes Brothers claimed their Winterport operation was independent of the Hampden operation and what property, both personal and real, was taxable in Winterport. Kelley said to me that Janet Hughes stated to her that Hughes Brothers had a separate office in Winterport as well as equipment that was permanently attached to the gravel pit parcel.

I told Kelley that I did not know of any office in Winterport but would, because we have no permit system in Winterport, go to the gravel pit to see if an office had been constructed in or near the gravel pit area.

I drove into the pit, never leaving my pickup, and discovered three sheds in the floor of the gravel pit. I returned to the Winterport Town Office and called Kelley saying I found three sheds but nothing that even came close to an office. Kelley asked me what personal property I saw in the pit. I recalled from memory that I noticed three or four screening systems and conveyers in the shed complex area, two or three front end loaders, a grader, and a large wheeled dump truck.

On July 7, 2014 Janet Hughes called me to complain about my collaboration with Hampden. We had a rather heated discussion exchanging our opinions of personal property. Janet complained that I did not call her office in Hampden before entering the pit area. At that point I said at least three times that in future I would be sure to call the Hampden Office of Hughes Brothers before entering the pit area. Janet then stated she be coming to the next Board meeting on July 9, 2014.

I subsequently went back to the pit entrance and took a picture of their signage. No where on the sign does it say visitors must call the Hampden Office before entering. I have personal knowledge of contractors visiting the pit without being accompanied by Hughes Brothers personal. The sign only asks that visitors follow mine safety rules which I did. I did follow all the safety rules stated on the sign as I never left my vehicle.



Phillip Pitula
 Town of Winterport
 20 Summer Street
 Winterport, Maine

July 9, 2014

RE: Tax Assessor Visit

Dear Phil:

As requested, I am following up on our phone conversation from last week. Hughes is disappointed in the approach by the Town to assess our property on the Coles Corner Road in Winterport. Herb Dickey entered into our gravel pit property without notice and ignoring state and federal health and safety rules and regulations. Signage at the entrance to the facility identifies the need to call our office prior to entering due to state and federal Mine Safety Regulations (MSHA).

We would be happy to accompany your assessor to our facility, upon notice. It is very important that the Town abide by all state and federal safety regulations. We respectfully request that the Town notify us prior to entering our facility, as required by the MSHA regulations.

In addition, Mr Dickey is reporting to the Town of Hampden information regarding his assessment of personal property most specifically the processing facility which has been in place since the early 80's. Mr. Dickey feels that the Town of Hampden should be taxing the facility as personal property, and has coordinated the information with the Town of Hampden. Hughes Bros. respectfully disagrees as the Winterport operation has remained a fully independently operating facility for over 30 years with its own representative residence in Winterport. Our interpretation is supported based on the guidance of the Maine Revenue Services.

We asked that we be placed on the agenda of the next Assessor's meeting on July 9 so we may understand the Assessors Board interpretation of Personal Property Law. However, I have since discussed the goals for Personal Property Tax in Winterport with Robert Reynolds. I also understand that our property has been flagged as needing prior notice before entering. I appreciate the time taken by Mr. Reynolds to discuss our concerns, and unless the Town has further input to our dispute with the Town of Hampden, we see no need to take up your time in meetings tonight. Thank you for your time and consideration.

Sincerely,

HUGHES BROS., INC.

Janet Hughes
 Janet Hughes

cc: Board of Assessors



Kelly Karter <assessor@hampdenmaine.gov>

Winterport

1 message

Kelly Karter <assessor@hampdenmaine.gov>
To: Janet Hughes <jhughes@hughesbrosinc.com>

Thu, Jul 10, 2014 at 1:12 PM

Hi Janet,

I am requesting entrance into your pit operation in Winterport to help determine the taxable status. Please contact me regarding this request and a possible date and time.

Sincerely,
Kelly

--

Kelly J. Karter, CMA
Hampden Assessor
106 Western Avenue
Hampden, Maine 04444
Tel: 207-862-4500
Fax: 207-862-5067



Kelly Karter <assessor@hampdenmaine.gov>

RE: MRS

1 message

Kelly Karter <assessor@hampdenmaine.gov>
To: Janet Hughes <jhughes@hughesbrosinc.com>

Wed, Jul 16, 2014 at 3:30 PM

Hi Janet,

I did e-mail you twice regarding a visit to the Winterport Pit, but have not heard back from you. I also left you a message today as Ivan told me you were expecting a call.

I did speak with Dave Ledew and he asked me if there was, in fact, an office at the Winterport location. I am, again, requesting a site visit.

I look forward to hearing from you.

Kelly

--

Kelly J. Karter, CMA
Hampden Assessor
106 Western Avenue
Hampden, Maine 04444
Tel: 207-862-4500
Fax: 207-862-5067



Kelly Karter <assessor@hampdenmaine.gov>

Town's request for personal property tax on equipment at Winterport facility

6 messages

Janet Hughes <jhughes@hughesbrosinc.com>

Fri, Jul 18, 2014 at 9:27 AM

To: Kelly Karter <assessor@hampdenmaine.gov>

Cc: Susan Lessard <manager@hampdenmaine.gov>, imcpike@hampdenmaine.gov, Dean Bennett <economicdevelopment@hampdenmaine.gov>, wshakespeare@hampdenmaine.gov, Peter Hughes <phughes@hughesbrosinc.com>, "E. Hughes" <ehughes@hughesbrosinc.com>

Under Federal Mine Safety and Health Administration (MSHA) regulations, you cannot enter our pit, without proper training as prescribed by MSHA regulations. Any entrance will be a willful violation of federal regulation by the Town of Hampden, and must be reported by the "Operator" as prescribed by the Federal Mine Safety and Health Administration. We already have one recordable instance by the Town of Winterport, as part of your efforts to understand our facility instead of talking directly to us, and taking a legal and safe manner to inspect facilities. These federal regulations need to be taken seriously....

The Winterport Pit is located on the Coles Corner Road. There is a maintenance facility located along the road, which is open year round. There are four employees at this facility who report directly to the manager of the facility. The facility is also open year round. Our processing facility is not portable and has been in the same location for 30 years, tied to concrete foundations and steel and concrete structures. The office is manned nearly full time and also includes the control systems, sales office, training, and misc. administration. There are two other buildings adjacent to and included as part of the processing facilities. All three buildings can be viewed by Google Earth, in addition to the maintenance facility at the road area. We could not transport and/or haul the facility or portions thereof. They are not portable. I have included pictures so you may see such.

I am affiliated with three other similar facilities not owned by Hughes Bros. in three separate Towns. All of which the personal property tax is paid in the respective town. We are not like contractors who own portable plants that are hauled from place to place, such as the screener we pay personal property tax to you currently. We are suppliers with intricate and extensive systems.

At the last meeting with you and Tom Russell a few weeks ago, we explained our position and the position of the director of Maine Revenue Services. You were going to get back to us after you and Tom Russell's conversation with them. We are of the same stance as Maine Revenue Service, personal property tax at the Winterport facility belongs in the Town of Winterport. This is our place of residence for this facility.

The Town should use legal methods as it feel fits. Then and only then, will we shut down our facilities for you to conduct your investigation.

Sorry but Peter and Edward are very upset by this, and are moving forward with other alternatives so that our investments in other Town's are protected. They plan to move 50% of the fleet with them in excise tax.

I'd prefer to settle this cause I love this Town, but this just isn't working in our expansions moving forward. We have to have something to offer other Town's when we use their roads, their public services, emergency services, etc.

My thought is that the Town is so willing to sit and talk to new business moving into Town, with an entire team of people, but of very little interest of a business who has been here 80 years. I know its not your intent, but we all know that personal property tax is such a gray area, you have every legal ability to support us, and you certainly may have every legal ability to chase us for additional tax in another Town based on tax law that is about as clear as mud.

I apologize for the stance but I have done all I can do internally here.

Janet

From: Kelly Karter [mailto:assessor@hampdenmaine.gov]
Sent: Thursday, July 10, 2014 1:13 PM
To: Janet Hughes
Subject: Winterport

Hi Janet,

I am requesting entrance into your pit operation in Winterport to help determine the taxable status. Please contact me regarding this request and a possible date and time.

Sincerely,
Kelly

--

Kelly J. Karter, CMA

Hampden Assessor

106 Western Avenue

Hampden, Maine 04444

Tel: 207-862-4500

Fax: 207-862-5067

5 attachments



Kelly Karter <assessor@hampdenmaine.gov>

Hughes' Pit

1 message

Kelly Karter <assessor@hampdenmaine.gov>

Thu, Aug 28, 2014 at 12:31 PM

To: "david.p.ledew@maine.gov" <david.p.ledew@maine.gov>

Hi Dave,

The town manager has asked me if it would be possible for you to meet with the Hughes me and her to discuss the taxation of their equipment in Winterport. I requested access in writing and was denied in writing to see if there is in fact an office there. Herb Dickey in Winterport did go to the site and advised me that he did not see an office and reported what he did see from outside of the gates. I have taxed them based on what information I could gather through pictures, his information and their website.

Let me know.

Kelly Karter
Sent from my iPhone
Sent from my iPhone



Kelly Karter <assessor@hampdenmaine.gov>

Personal Property Tax in Hampden

2 messages

Janet Hughes <jhughes@hughesbrosinc.com>
To: Kelly Karter <assessor@hampdenmaine.gov>

Wed, Sep 3, 2014 at 10:50 AM

Kelly,

I am reviewing the personal property tax assessment for equipment in Hampden.

Does the BETE Program exempt qualifying personal property (such as excavators and bulldozers) placed in service after April 1, 2007?

Janet Hughes

Kelly Karter <assessor@hampdenmaine.gov>
To: Janet Hughes <jhughes@hughesbrosinc.com>

Wed, Sep 3, 2014 at 11:03 AM

It does if a BETE application is submitted. Other equipment could qualify for BETR if it is identified and reported. The personal property form does explain both programs.

Sincerely,
Kelly

Sent from my iPhone
(Quoted text hidden)



Kelly Karter <assessor@hampdenmaine.gov>

2014 BETR

2 messages

Janet Hughes <jhughes@hughesbrosinc.com>
To: Kelly Karter <assessor@hampdenmaine.gov>

Wed, Dec 17, 2014 at 9:00 AM

Last year you sent us the BETR Substitute Form. Can you send me one for 2014, and I will follow up and send the BETR Form to you?

Thank you

Janet Hughes

Kelly Karter <assessor@hampdenmaine.gov>
To: Janet Hughes <jhughes@hughesbrosinc.com>

Wed, Dec 17, 2014 at 10:37 AM

Hi Janet,

Attached is your BETR form. Let me know if it is not the correct one.

Thanks,
Kelly

Kelly J. Karter, CMA
Hampden Assessor
106 Western Avenue
Hampden, Maine 04444
Tel: 207-862-4500
Fax: 207-862-5067

[Quoted text hidden]

141217100338.PDF
42K

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email: assessor@hampdenmaine.gov

April 2, 2015

Janet Hughes
Hughes Brothers, Inc.
719 Main Road North
Hampden, Maine 04444

Dear Mrs. Hughes,

I sent an e-mail to David Ledew, Maine Revenue Services on March 24th after Susan Lessard received your e-mail inquiring about the personal property report and the items you are contesting. Your e-mail stated that you had an audit of sales tax by Maine Revenue. That is a division separate from Property Tax, like Income Tax and Sales Tax are two different divisions. All of the divisions above, work under the "umbrella" of Maine Revenue Services, but they are all overseers of one particular portion of the revenue stream.

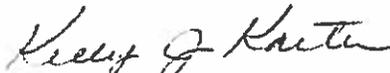
Mr. Ledew called me on March 30th to respond to my inquiry (I had attached your e-mail to Susan). This is the second time I have called to inquire about information you may have gotten and meetings that you may have had with Maine Revenue Property Tax Division and this is the second time I have been told that there has been no meeting nor has anyone from the Property Tax Division reviewed or visited your pit in Winterport. In fact, I have been told that it is a determination that needs to be made at this level. I have not been allowed access to the pit to inspect how the property is situated. You state that it is permanently affixed to the ground however it cannot be determined from the photos you submitted to me along with your e-mail of July 18th, 2014.

If the equipment is permanently affixed to the ground, it would be considered Real Estate and not personal property. The motorized equipment, such as the loader and trucks would be taxable as personal property in Hampden but the attached equipment would not.

It may be best for us to try and set up an appointment with Herb Dickey, Winterport Assessor and review the property to verify what is and is not affixed to the ground. If this is a route you would like to pursue, please call me and I will try to arrange things on this end.

I look forward to your response.

Sincerely,


Kelly J. Karter, CMA

CERTIFICATE OF ABATEMENT
36 M.R.S.A. Section 841

I, the undersigned assessor of the Town of Hampden, hereby certify to Cheryl M. Johnson, Tax Collector, that an abatement of FY 2015 property taxes which were committed to you on August 20, 2014 has been granted by me as follows:

Property Owner Hughes Brothers Inc.

Property Description Personal Property

Property Type: Real Personal xxx

Amount of abatement granted: \$10,654.00

Reason: Property is permanently affixed to the land.

You are hereby discharged from any further obligation to collect the amount abated.

Signed: *Kenneth J. Carter* Date: 04/23/2015

No: 2014/2015 #13

Acct: PP 96

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email:assessor@hampdenmaine.gov

April 23, 2015

Peter & Janet Hughes
Hughes Brothers Inc.
719 Main Road North
Hampden, Maine 04444

RE: Winterport Pit Personal Property

Dear Mr. & Mrs. Hughes,

As I have requested, for over a year, I was allowed entrance into your pit in Winterport on April 14, 2015. Ed was very informative and explained the process to me and how it all worked. There were items of personal property (mining) that were undeniably affixed to the ground. As a result of that inspection I have issued an abatement on your personal property taxes of \$10,654.00. There is still a balance remaining that consists of the front loaders, portable screen and the Caterpillar dump truck with the oversized tires.

I recall you (Janet) saying that you were described by the State as a "manufacturing facility" not a "mining facility". If you can provide me with that documentation, I will review the remaining items.

If you have any questions, please do not hesitate to call me. Again, thank you for the tour of the facility.

Sincerely,

Kelly J. Karter, CMA
Hampden Assessor

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email:assessor@hampdenmaine.gov

April 23, 2015

~~Peter & Janet Hughes~~
Hughes Brothers Inc.
719 Main Road North
Hampden, Maine 04444

RE: Winterport Pit Personal Property

Dear Mr. & Mrs. Hughes, *EM*

As I have requested, for over a year, I was allowed entrance into your pit in Winterport on April 14, 2015. Ed was very informative and explained the process to me and how it all worked. There were items of personal property (mining) that were undeniably affixed to the ground. As a result of that inspection I have issued an abatement on your personal property taxes of \$10,654.00. There is still a balance remaining that consists of the front loaders, portable screen and the Caterpillar dump truck with the oversized tires.

I recall you (Janet) saying that you were described by the State as a "manufacturing facility" not a "mining facility". If you can provide me with that documentation, I will review the remaining items.

If you have any questions, please do not hesitate to call me. Again, thank you for the tour of the facility.

Sincerely,

Kelly J. Karter

Kelly J. Karter, CMA
Hampden Assessor

*Thank you for taking the
time to tour the pit
with me - I appreciate
it.*

Kelly



Kelly Karter <assessor@hampdenmaine.gov>

Hughes Brothers

2 messages

Kelly Karter <assessor@hampdenmaine.gov>
To: david.p.ledew@maine.gov

Thu, Jul 2, 2015 at 9:20 AM

Hi David,

I have attached a letter I just received today from Hughes Bros. regarding only the motorized equipment (loaders, portable screen, and unregistered dump truck). I was allowed entrance to the pit in April of this year, after being refused for a year. I abated all of the equipment that was obviously "permanently" affixed to the ground.

My concern is the request for the council to set tax policy. Does your office have an opinion on that? I have forwarded this onto the Town Attorney for his advice as well.

Have a great 4th!

Kelly
Kelly J. Karter, CMA
Hampden Assessor
106 Western Avenue
Hampden, Maine 04444
Tel: 207-862-4500
Fax: 207-862-5067

 DOC075.pdf
81K

Ledew, David P <David.P.Ledew@maine.gov>
To: Kelly Karter <assessor@hampdenmaine.gov>

Thu, Jul 2, 2015 at 11:16 AM

They cannot tell you your job, however after a year and up to three, the municipal officers can abate for what they may feel is an illegal assessment.

From: Kelly Karter [mailto:assessor@hampdenmaine.gov]
Sent: Thursday, July 02, 2015 9:21 AM
To: Ledew, David P
Subject: Hughes Brothers

[Quoted text hidden]

2 attachments

 Town meeting control.pdf
299K

 **Young vs. Johnson 1965.doc**
48K

STATE OF MAINE

Inter-Departmental Memorandum Date December 9, 1980To George Mayo, DirectorDept. Property TaxFrom James A. Buckley, Assistant JABDept. Attorney GeneralSubject: Town Meeting's Control Over Assessors

You posed the question of whether a town meeting can tell the assessors how they will assess. I have concluded that they cannot.

The Supreme Judicial Court has frequently referred to the unique position as public officers which assessors have historically occupied. In Dillon v. Johnson, 322 A.2d 322 (1974), the Court said:

[Assessors] have certain responsibilities which are unique and distinct from those of other elected officials. Since their duties are defined by statute [chapters 102 and 105 of Title 36] they are not subject to the direction and control of the municipalities in which they function. Young v. Johnson, 161 Me. 64, 207 A.2d 392 (1965).

Section 328 does not change the duties imposed on and the authority granted to the assessors, nor was it intended by § 328 to change the principle that the assessors are not subject to the direction and control of the municipality. The word "municipality" as used in section 328 is meant to refer to all appropriate municipal officials, whether assessors, selectmen or a town meeting. The section is designed to ensure that the municipalities' independence and invention is not unduly restrained by the Bureau of Taxation in enforcing the assessing standards. The word "municipalities" is used instead of "assessors" because some of the functions and procedures listed could be administered or determined by other officials, e.g. budgets, office hours. Although the section recognizes other officials may determine the budget or hours of the assessors office, it would be incorrect, however, to conclude that, therefore, section 328 empowers the municipality, distinct from the assessors, to dictate assessing methods to the assessors. The well-established principle referred to in Dillon v. Johnson is still the law.

You also asked whether section 2.01 of the Orrington Charter empowers the town meeting to so control the assessors. That section authorizes town meeting action only on matters that fall within the jurisdiction of the town. Assessing property values is a matter within the jurisdiction of the assessors, not the town; therefore, section 2.01 does not authorize the town meeting to control the assessors. Even if the section did so authorize, it would be of no effect since the assessor's independence of control by the municipality is dictated by the constitution and laws of Maine.

JAB:cc

**KENDALL A. YOUNG, PETITIONER vs . ERNEST H. JOHNSON, STATE TAX ASSESSOR
ROSCOE B. JACKSON MEMORIAL LABORATORY, INTERVENOR MOUNT DESERT ISLAND
BIOLOGICAL LABORATORY, INTERVENOR**

Maine Supreme Judicial Court

161 Me. 64; 207 A.2d 392; 1965 Me.

February 26, 1965

CASE SUMMARY

PROCEDURAL POSTURE: Plaintiff taxpayer sought review of the decision of a Maine trial court, which denied the majority of the taxpayer's request to compel defendant state tax assessor to place the intervenor laboratories' property on the tax assessment rolls of a municipality in the taxpayer's mandamus action against the assessor.

OVERVIEW: The taxpayer filed a mandamus action against the assessor to compel the assessor to place the property of the laboratories on the tax assessment rolls of a municipality. The trial court denied the majority of the taxpayer's request, but order that a few of the laboratories' properties be placed on the assessment rolls. On appeal, the court dismissed the appeal and directed that both the peremptory and alternative writs quashed. The court held that mandamus was the appropriate method of challenging the decision of the assessor because there was no statutory provision that provided for an appeal of the assessor's decision. However, the court concluded that although Me. Rev. Stat. Ann. ch. 16 § 72 provides the assessor with the discretion to order a municipality to place a property on its assessment rolls, the assessor could not be compelled by mandamus to take such action.

OUTCOME: The court dismissed the taxpayer's appeal of the trial court's denial of the taxpayer's request to compel defendant state tax assessor to place the intervenor laboratories' property on the tax assessment rolls of a municipality and directed that both the peremptory and alternative writs quashed.

COUNSEL:

[**1]

Orman G. Twitchell , for Petitioner. *Ralph W. Farris, Asst. Atty. Gen .*, for State Tax Assessor.

Mitchell and Ballou , by *James E. Mitchell* , for Jackson Memorial Lab.

Edwin R. Smith, for Mount Desert Island Biological Laboratory.

JUDGES:

SITTING: WILLIAMSON, C.J., TAPLEY, WEBBER, SULLIVAN, SIDDALL, MARDEN, JJ.

OPINIONBY:

SIDDALL

OPINION:

[**393] [*66] SIDDALL, J. This is a petition for mandamus brought by the plaintiff, a resident and taxpayer of the Town of Bar Harbor, hereafter called the Appellant, against the State Tax Assessor, hereafter called the Assessor. The complant, as amended, seeks to compel the Assessor to cause to be placed upon the assessment rolls for taxation at their just value, certain real estate and personal property of the Roscoe B. Jackson Memorial Laboratory, hereafter called the Memorial Laboratory, and of the Mt. Desert Island Biological Laboratory, hereafter called the Biological Laboratory. The Memorial Laboratory and the Biological Laboratories each filed a petition for leave to participate in the action in such manner as the court might direct, and was ordered to show cause against the issuance of the writ and granted leave [**2] to make a return to the writ. An alternative writ of mandamus was issued by the

court ordering the Assessor to cause to be placed upon the assessment rolls for the Town of Bar Harbor the said real estate and personal property. The Assessor, as well as the Laboratories, filed an answer thereto.

The assessor filed a motion to dismiss the alternative writ on the grounds that (1) the petition and alternative writ, as amended, fails to show any legal duty on the part of the Assessor that he had not already performed, (2) the [*67] statute involved is discretionary on the part of the Assessor, (3) mandamus is no longer available for review of administrative action. (R. 80, B1 R.C.P.), (4) said alternative writ upon its face shows that all legal duties imposed [**394] upon the Assessor by R.S., 1954, Chap. 16, Sec. 68 and 72 have been fully complied with, (5) that the alternative writ fails to allege sufficient facts to show that the Assessor has the ability to perform the commands of the alternative writ. The issues raised in the motion to dismiss were disposed of in the judgment rendered by the court below.

The court, after hearing, found the great bulk of the real and [***3] personal properties of the Laboratories to be taxexempt, and directed the Assessor to cause certain other properties to be placed upon the assessment rolls for taxation. From this decision an appeal was taken by the Appellant.

In his petition the Appellant sets forth the duties of the Assessor as they are contained in R.S., 1954, Chap. 16, Sec. 68, as amended, and in Sec. 72 of the same chapter. We quote [HN1] the pertinent parts of these sections as follows:

"The state Tax assessors shall have and exercise general supervision over the administration of the assessment and taxation laws of the state, and over local assessors and all other assessing officers in the performance of their duties, to the end that all property shall be assessed at the just value thereof in compliance with the laws of the state." R.S., 1954, Chap. 16, Sec. 68, as amended. [HN2]

"The state tax assessor shall, at his own instance or on complaint made to him, diligently investigate all cases of concealment of property from taxation, of under valuation and of failure to assess property liable to taxation. He shall bring to the attention of town assessors all such cases in their respective towns. He shall direct [***4] proceedings, actions, and prosecutions to be instituted to enforce all laws relating to the assessment and [*68] taxation of property and to the liability of individuals, public officers and officers and agents of corporations for failure or negligence to comply with the provisions of the laws governing the assessment or taxation of

property, and the attorney general and county attorneys, upon the written request of the state tax assessor, shall institute such legal proceedings as may be necessary to carry out the provisions of this chapter. The state tax assessor shall have power to order the reassessment of any or all real and personal property, or either in any town wherein his judgment such reassessment is advisable or necessary to the end that all classes of property in such town shall be assessed in compliance with the law. Neglect or failure to comply with such orders on the part of any assessor or other official shall be deemed willful neglect of duty and he shall be subject to the penalties provided by law in such cases."

R.S., 1954, Chap. 16, Sec. 72.

The Assessor contends that mandamus does not lie in this case because the Appellant has an adequate remedy for [***5] review by filing a complaint with the court under the provisions of Rule 80B MRCP. Under Rule 80B (a) MRCP, when a statute provides for review by the Superior Court of any action by a government agency, etc., whether by appeal or otherwise, or when any judicial review of such action has theretofore been available by extraordinary writ, proceedings for such review shall be instituted by complaint. We agree with the conclusions of the justice below, that this rule, supplemented by Rule 81, (b) (1) is not applicable to the administrative action taken in this case, and that mandamus is the proper remedy provided that the requirements of such a writ are [HN3] met. R.S., 1954, Chap. 16, Sec. 72 provides that the Assessor shall, at his own instance or on complaint made to him, investigate all cases of failure to assess property liable to taxation, and requires that the Assessor diligently investigate all such cases and bring [*69] them to the attention of the local assessors. The Assessor in the instant case made an investigation, made findings, and notified the local assessors and the complainant. The statute [**395] does not provide for an appeal from the decision of the Assessor [***6] and a judicial review of that decision by extraordinary writ has never been available to a complainant. Our rules, undoubtedly, in many cases, require proceedings to be initiated by complaint, instead of by a petition for mandamus. The present case is not one of those cases. We consider the petition in this case to be a petition for mandamus brought by the Appellant to compel the Assessor to perform a duty which the Appellant claims the Assessor was obliged to perform, to wit: to cause certain property to be placed upon the assessment rolls of the Town

of Bar Harbor. The proceedings are governed by the technical rules of law relating to mandamus.

The writ of mandamus is of ancient origin. [HN4] Although the writ is authorized by R.S., 1954, Chap. 129, Sec. 17, as amended, it is governed by the rules of common law. *Weeks v. Smith, et al.*, 81 Me. 538, 544. Mandamus is an extraordinary remedy. The writ is one requiring the doing of some specific duty, imposed by law, which the applicant, otherwise without remedy, is entitled to have performed. *Rogers v. Selectmen of Brunswick*, 135 Me. 117, 119.

[HN5] Mandamus is designed to compel action and not to control decision. [***7] The writ is granted in the sound discretion of the court. It is not a writ of right. *Chequinn Corporation v. Mullen, et al.*, 159 Me. 375, 377. If the officers are required to act in a judicial or deliberative capacity, the court cannot control their official discretion, but may compel them to exercise it. *Littlefield, Attorney General, et al. v. Newell, et al.*, 85 Me. 246, 249.

[HN6] "Mandamus is an appropriate and necessary proceeding where a petitioner shows: (1) that his right to have the act done, which is sought by the [*70] writ, has been legally established; (2) that it is the plain duty of the party against whom the mandate is sought to do the act, and in the doing of which no discretion may be exercised; (3) that the writ will be availing, and that the petitioner has no other sufficient and adequate remedy. *Dennett v. Mfg. Co.*, 106 Maine, 476, 478."

Webster v. Ballou, 108 Me. 522, 524.

"While authorities are numerous and in entire harmony upon the point in issue, we find a well expressed statement in a very recent note to *State v. Stutsman*, 776 Ann. Cases, 1914D, where the following language is used; [HN7] 'When the law requires a public [***8] officer to do a specified act, in a specified way, upon a conceded state of facts, without regard to his own judgment as to the propriety of the act, and with no power to exercise discretion, the duty is ministerial in character and performance may be compelled by mandamus if there is no other remedy. When, however, the law requires a judicial determination to be made, such as the decision of a question of fact, or the exercise of judgment in deciding whether the act should be done or not, the duty is regarded as judicial and mandamus will not lie to compel performance.' See also High's Extraordinary Legal Remedies, Sec. 24; Wood on Mandamus Page 19; extensive note to *Dane v. Derby*, (54 Maine, 95) found in 89 Am. Dec., 722; and extensive note to *State v. Gardner*,

98 Am. St. Rep., 858; *Denett v. Acme Mfg. Co.*, 106 Maine, 476."

Nichols v. Dunton, 113 Me. 282, 283, 284.

However, mandamus is available to promote justice when there has been an abuse of discretion which has resulted in manifest injustice. *Chequinn Corporation v. Mullen, et al., supra*.

It is here noted that the Appellant argues that the Assessor did not conduct a diligent investigation. [***9] If not, he undoubtedly could be compelled to make such an investigation, [*71] as it was clearly his statutory [**396] duty to do so. However, we are not concerned with the claim of the Appellant in this respect. The Appellant does not seek to compel the Assessor to conduct a diligent investigation but to cause the properties of the Laboratories to be placed upon the tax rolls.

At this time we note also that the claim is made that the peremptory writ must strictly follow the alternative writ, and that if the full relief requested and ordered by the alternative writ cannot be granted no relief at all may be given. We consider such a harsh rule not applicable to the situation present in the instant case in which the peremptory writ does not enlarge upon the terms of the alternative writ, and orders the performance of only part of the acts referred to in that writ. It is sufficient for the purposes of this case to state that the peremptory writ was not broader in its terms than the alternative writ. We take this occasion, however, to suggest that we would not now be disposed to follow *Dane v. Derby*, 54 Me. 95, 102 insofar as that case holds that the peremptory [***10] writ may not grant relief short of the "full extent" requested and ordered by the alternative writ.

Was there a plain duty on the part of the Assessor to cause the property of the Laboratories to be placed upon the tax rolls?

Local assessors in this state have historically occupied a unique position as public officers. Their duties and authority are imposed by law. They are not liable to the direction and control of the municipality. A town has no power to abate a tax assessed by the local assessors. *Inhabitants of Brownville v. U.S. Paywood and Shank Company*, 123 Me. 379, 382. R.S., 1954, Chap. 16, Sec. 68, as amended, gives the Assessor general supervision over the administration of the assessment and taxation laws of this state and over local assessors and all other assessing officers [*72] in the performance of their duties. [HN8] The provisions of this section, however, are not broad enough to authorize the Assessor to order the local

assessors to include in the assessment rolls property considered by the local assessors to be tax exempt. Any authority on the part of the Assessor in this respect must be found, if any exists, in Section 72.

[HN9] Under the provisions [***11] of Section 72 the Assessor has the power to order the reassessment of any or all real and personal property, or either, in any town where in his judgment such reassessment is advisable or necessary to the end that all classes of property in such town shall be assessed in compliance with the law. Assuming that this provision is broad enough to authorize the Assessor to order the local assessors to include in the tax rolls property theretofore carried as exempt property, we rule that under the terms of the statute action thereunder is entirely within the discretion of the Assessor. After receiving such an order the local assessors, upon failure to comply therewith, become liable for willful neglect of duty and subject to all penalties provided by law in such cases. Furthermore, the only appeal provided in such a case is by petition and appeal as from the original assessment. There is no provision for a hearing or for an appeal by the local assessors. Taking these factors into consideration, the Assessor might well hesitate to exercise his discretion by issuing such an order. The Assessor has the privilege of resorting to this procedure in all cases coming within the meaning of [***12] the statute but cannot be compelled by mandamus to do so.

In no other part of Section 72 is the Assessor empowered to control the action of the local assessors by ordering them to place property on the assessment rolls. He may thereunder direct the attorney general or the county attorney to institute legal proceedings to compel local assessors to comply with the provisions of law governing the assessment or taxation of property. In such event the local assessors [*73] cannot be compelled to place property on the assessment [**397] rolls except after hearing and judgment against them. The Appellant does not ask that the Assessor be ordered to direct legal proceedings against the local assessors. He asks that the Assessor be ordered to cause the property to be placed upon the tax rolls, and the order in the alternative writ follows this request.

The alternative writ is regarded as the foundation of all the subsequent proceedings in the case. It should expressly and clearly state the precise thing which is required of the respondent. In its form and general features, the peremptory writ

of mandamus differs only from the alternative writ in the omission of the alternative [***13] clause, substituting therefor a peremptory and absolute command against which no cause can be shown. It is tested by the same principles applicable in construing the sufficiency of the alternative writ. See High's Extraordinary Remedies, Sections 537, 538, 539, 578, and 564.

[HN10] The *peremptory* writ of mandamus is a stern, harsh writ and when issued is an inflexible peremptory command to do a particular act without condition, limitation, or terms of any kind. Disobedience to its commands may subject the person against whom the writ is issued to proceedings for contempt. It is therefore essential that the mandate state the duty required in clear, distinct, and explicit terms. See *Bangor v. County Commissioners*, 87 Me. 294, 297. *Hartshorn v. Assessors of Ellsworth*, 60 Me. 276, 281; *Nolan v. McCoy* (R.I.) 73 A. (2nd) 693 (1950); 55 C.J.S. Mandamus, Secs. 318, and 319; 35 Am. Jur., Mandamus, Sec. 351 and 381.

An examination of the alternative writ discloses the following allegations, to wit, that it is the duty of the State Tax Assessor to exercise general supervision over the administration of the assessment and taxation laws of the [*74] State [***14] of Maine, and over local assessors and all other assessing officers in the performance of their duties to the end that all property shall be assessed at their just value thereof in compliance with the laws of the state, and that it is the further duty of the State Tax Assessor to bring to the attention of the town assessors all cases in their respective towns consisting of failure to assess property liable to taxation, and it is his further duty to direct proceedings, actions, and prosecutions to be instituted to enforce all laws relating to the assessment and taxation of property.

The mandatory clause of the alternative writ commands the appellant to cause certain properties of the laboratories to be placed upon the assessment rolls.

It is clear that the commands of the peremptory writ cannot enlarge upon those contained in the alternative writ.

We have already determined that a direct order to the local assessors under Section 72 is entirely discretionary on the part of the Assessor. If the mandatory clause of the alternative writ was designed to order the Assessor to compel the local assessors to place the property on the tax rolls, on the theory that the Assessor had [***15] authority to

do so under his general supervisory powers, the mandatory order was not proper because he had no general power to compel the local assessors to take such action. If it was the purpose of the alternative writ to compel the Assessor to direct the attorney general or county attorney to institute proceedings against the local assessors, the mandate does not so state with the clarity and explicitness to which the Assessor was entitled, and which the law requires to be given.

For the reasons hereinbefore stated no writ of mandamus may as a matter of law be issued to "cause to be placed upon the assessment rolls for taxation" real or personal property. At this point, under the facts peculiar to [*75] this case, the

entry as to the appeal poses a dilemma. Of the 13 points of appeal, all but 1 challenges the trial court's finding on the facts. The remaining point contends that the trial court [**398] erred in failing to order the peremptory writ upon the terms of the alternative writ. The effect of sustaining the appeal would imply that the appellant is entitled to all of the remedy which he seeks. A denial of the appeal would affirm the action of the trial justice [***16] and leave the peremptory writ in effect. Neither result is possible as a matter of law. We, therefore, dismiss the appeal and direct that both the peremptory and alternative writ be quashed. No costs to either party on appeal.

So ordered .

D-5-e

**TOWN OF HAMPDEN
BID OPENING
\$2,000,000 TAX ANTICIPATION LOAN
AUGUST 27, 2015 at 10:00 am**

BIDDER	INTEREST RATE
Machias Savings Bank	.85
Bangor Savings Bank	.83
Camden National Bank	.82
Katahdin Trust Company	.98

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email:
manager@hampdenmaine.gov

August 17, 2015

Connie Brennan
TDBank
Government Banking
1 Portland Square
Portland, ME 04401

RE: Town of Hampden
2015/16 Tax Anticipation Note - \$2,000,000

Dear Ms. Brennan ,

The Town of Hampden will receive proposals until 10 a.m. on August 27, 2015 for the purchase of the Town's \$2,000,000 2015/16 Tax Anticipation Note.

This note will be issued in interest bearing form and not discounted, and will be in denominations according to the purchaser's option. The Town reserves the right to prepay the Note in whole or in part without penalty or premium.

The Town is requesting that your bank quote interest rates for this financing on an 'as is needed' basis.

The Note will be issued on or about September 3, 2015 and will be payable on June 30, 2016 at the banking rooms of the successful bidder.

Bids should be marked 'proposal for loan' and delivered to the Town Manager by mail, fax or email, set out above.

The Town of Hampden reserves the right to accept or reject any or all bids.

The City will be advised by Eaton Peabody, acting as bond counsel. At closing, that firm will issue its opinion that the 2014/15 Tax Anticipation Note has been duly authorized and will be validly issued by the City, and as to the tax-exempt status of the interest on the Note. The Note will be designated a 'qualified tax-exempt obligation' of the City under § of the Internal Revenue Code.

Your proposal should include the following information:

1. Interest rate to be charged, and the basis upon which interest is to be computed.
2. Total amount of interest to be paid for this issue. For this 'as needed' bid please assume the entire principal amount is drawn at closing.

3. Number of notes and denominations required
4. Length of time during which the Bank's bid will be open prior to acceptance; minimum should be September 3, 2015.
5. Any other terms and conditions.

Please send, email, or a fax a copy to bond council for the Town: Dan S. Pittman, Esq., Eaton Peabody, P.O.Box 1210 Bangor, ME 04402-1210, Fax No. 942-3040 or email to dpittman@eatonpeabody.com.

Sincerely,



Susan Lessard
Interim Town Manager
Town of Hampden