



**Town of Camden
Select Board Meeting
September 6, 2016 - 6:30 PM
Washington Street Conference Room**

Select Board meetings are broadcast live on cable tv channel 22
and web streamed at www.townhallstreams.com/locations/camden-me

Agenda

- A. Call to Order
- B. Communications, Presentations, and Recognition
 - Snow Bowl 4 Season Committee - Update
 - Midcoast Chapter of the New England Mountain Bike Association – Update
 - Review of Snow Bowl ticket prices
 - Planning Board recommendation to adopt a policy regarding applications to amend the Zoning or Subdivision Ordinance.
 - Noise Policy
- C. Citizen Comments

This time is set aside for members of the public to comment on any town-related issue that is not on the agenda.
- D. Approval of Select Board Minutes of August 23, 2016
- E. Public Hearings
- 1. Consideration of placing the following question on the November 8 Special Town Meeting warrant:

Shall the voters of the Town of Camden authorize the Board of Directors of the Mid-Coast Solid Waste Corporation to enter into a contract for up to 5 years to dispose of Municipal Solid Waste to commence on or about April 1, 2018, for the fixed price of \$57.85 per ton plus annual increases in the Consumer Price Index and on such other terms and conditions that the Board of Directors deem appropriate with *ecomaine*, a non-profit corporation owned solely by municipalities and located in Portland, Maine?
- 2. Liquor license renewals
 - a) Long Grain restaurant located at 31 Elm Street for a renewal Class I Spirituous Vinous and Malt liquor license.
 - b) Grand Harbor Inn at 14 Bay View Landing for a renewal Class III Vinous liquor license
- F. Select Board Member Reports
- G. Town Manager Report
- H. New Business
 - 1. Bid Award for a statistical update of assessment values
 - 2. Approval of victualer and lodging license for Abigail's Inn at 8 High Street
 - 3. Countersignature of Region 8 Mid-Coast School of Technology Referendum

Adjourn

To: Camden Select Board, Pat Finnigan
From: Camden Planning Board
Date: August 1, 2016
Re: Proposed Zoning Change Policy and Application

The Subdivision and Site Plan Ordinances have always had stated policies and applications for applicants to follow in their proposed projects. The policies stipulate how the applicant is to submit information to the Planning Board and what fees are associated with the application. No such policy or application has existed for an applicant wishing to change a Zoning or Subdivision Ordinance. With no stated policy or application in place, applications arrive at the Planning Board supported by a variety of documents and information, some helpful, some unnecessary and some with necessary information missing. This lack of policy creates confusion, uncertainty and frustration on the part of both applicants and the Planning Board. Additionally the Town experiences costs in processing these applications and unlike Subdivision and Site Plan applications has no opportunity to recover those costs.

For several years the Planning Board wanted to establish a standard policy and application for requesting a Zoning or Subdivision Ordinance change and now our schedule has allowed us time to develop such a policy. We have worked on this for several months with the intent of establishing a policy and application that:

- Are easy to understand
- Provide the Planning Board with information necessary to understand the request
- Provide a clearer path for an applicant
- Explain where the proposed change will occur
- Explain the impact of the proposed change
- Provide for the reimbursement of notification and advertising costs

During the development of this policy we have had regular reviews and communications with Kristin Collins, Town Attorney. We also had attorney Paul Gibbons review the policy since he has represented many applicants and would consider the proposed policy from the applicants' point of view. The comments from both attorneys have been incorporated into our final policy and application.

On July 21, 2016, the Planning Board reviewed the proposed policy and

POLICY FOR REQUESTS TO PLANNING BOARD FOR ZONING AND SUBDIVISION ORDINANCE AMENDMENTS

A person (or persons) wishing to submit a request for the Planning Board to consider an amendment to the Camden Zoning Ordinance or Subdivision Ordinance should address a request to do so to the Chair of the Planning Board and include all of the following information in the format requested.

If the Planning Board, upon review of the information submitted, agrees to hold a hearing on the request, the requester shall be required to pay, in advance, (1) the estimated cost of advertising for the public hearing; and (2) the estimated cost of directly notifying any abutters or district residents, if such notice is required by ordinance or statute. At their discretion, the Planning Board may waive the fees for advertising and/or notice.

The following information shall be submitted with any request for an ordinance change:

1. Name(s), addresses and contact information for all petitioners:
2. Article and Section(s) of Ordinance to be amended:

Current Ordinance language:

Proposed Ordinance language:

The proposal for the amendment shall be presented in clear and concise language in a format consistent with the language and style of the Zoning/Subdivision Ordinance and be in conformance with the following:

- 1) The Purpose of the District(s) proposed for amendment;
 - 2) Other language of the Ordinance; and
 - 3) The Comprehensive Plan
3. Why is this change requested?
 4. When properties within a district would be impacted by the proposed change, a map shall be provided showing such properties at a scale that is easy to read. A list of such affected properties should also be provided, showing street address and map and lot number for each property. If the change will apply across a district(s) then a list of those districts shall be provided.
 5. Will there be any impact be on the affected properties such as changes in permitted uses?
 6. Will there be any changes in Town services required because of this requested change?

NOTE: The Planning Board considers requests for ordinance amendments on a discretionary basis. Refusal by the Planning Board to consider or recommend an ordinance amendment is not subject to appeal. If a request is refused, the requester may seek or petition the Select Board to put the amendment forward to vote.

application you see before you now and approved it by a vote of 7-0. We now request that the Select Board vote to accept this policy and application and make them a part of standard Town procedures. This policy and application do not require a Town vote.

Thank you for considering this request,

Lowrie Sargent,
Chair, Camden Planning Board

August 29, 2016

To Select Board Members: John French, Don White, Leonard Lookner, Jim Heard, Mark Ratner

RE: Police Ordinance revisions under consideration

Gentlemen,

Attached I am providing each of you a "clean copy" of the Police Ordinance with the proposed ordinance changes our work group presented at the last select board meeting. Hopefully this will provide a clear way for you and the public see what the ordinance will look like if enacted.

Thank you for your time in reviewing our several proposals over the year.

Respectfully,

John Scholz
Chair of working group

"Clean Copy" for recommended revisions noted in RED to the Police Ordinance by Working committee: Police Chief Randy Gagne, Planning Board member John Scholz, and resident Dennis McGuirk 8/25/16

CHAPTER VIII TOWN OF CAMDEN POLICE
ORDINANCE

PART XII

PUBLIC NOISE AND CONDUCT ORDINANCE

Section 1 - Preamble

In accordance with the provisions of Title 30-A, Section 3001 of the Maine Revised Statutes, and by the authority granted therein under Section 3001, for the purpose of promoting the general welfare and providing for public safety and convenience, the Inhabitants of the Town of Camden adopt this Noise Ordinance.

The Town of Camden has determined by virtue of complaints to the Police Department and the Board of Selectmen from citizens, downtown merchants, and visitors to the Town, that certain conduct within portions of the Town designated in this ordinance, is preventing persons residing within those areas from fully enjoying their property and having a reasonable degree of quiet, particularly during nighttime hours, and is also preventing members of the public from enjoying public parks and other public spaces.

The Town further finds that reasonable regulations concerning noise are necessary in order to preserve a downtown area which is attractive to customers, visitors and residents and maintains a non-threatening environment within the downtown area, including public parks and public spaces.

The Town further finds that existing state laws and regulations do not fully and adequately address the difficulties experienced within the Town of Camden which are sought to be addressed by this ordinance, and that enforcement of such laws and regulations, when brought by officials not associated with the Town of Camden, is not sufficiently vigorous or timely in order to resolve the difficulties experienced in the Town.

Accordingly, exercising the home-rule powers conferred upon the Town, the Town does hereby adopt the following ordinance, which shall be referred to as the "Public Noise and Conduct Ordinance".

Section 2 - Prohibited Conduct and Acts

The following acts undertaken within the designated area of the Town of Camden as set forth in Section 4.0 are hereby declared to be a violation of this ordinance:

2.1 - Unreasonable, Loud and Raucous Noise

Yelling, shouting, hooting, whistling, singing, or the production of any other noise, in a loud and raucous manner, between the

hours of 11:00 PM and 7:00 AM on the following morning within the area set forth in Section 4.0 so as to unreasonably annoy or disturb the quiet, comfort, or repose of any persons located more than fifty feet (50') from the source of that noise shall be prohibited.

Chapter 8 Police Ordinance 07/30/12 page 123

2.2 - Obstructions of a Public Way

Knowingly and intentionally causing an unreasonable obstruction of a public way, road, street, sidewalk or walkway in a public park shall be prohibited within the designated area of the Town of Camden as set forth in Section 4.0.

2.3 - Unreasonably Loud Sound Production

The playing, using or operating of any radio, receiving set, musical instrument, or other machine or device for the production or reproduction of sound in such a manner as to unreasonably annoy or disturb the peace, quiet, comfort or repose of any other person located more than fifty feet (50') from the source of that sound shall be prohibited between the hours of 11:00 PM and 7:00 AM the following morning within the area set forth in Section 4.0.

2.4 - Unreasonable Sounds from Horns or Signaling Devices

The sounding of any horn or signaling device for an unnecessary or unreasonable length of time or for a purpose not associated with the proper and legitimate signaling activity undertaken in conjunction with the operation of a motor vehicle shall be prohibited within the areas set forth in Section 4.0.

2.5 - Unacceptable Noise Levels

Any sound level exceeding 65 dBA when measured at the property line and persisting for 5 minutes or more after 11:00PM is considered unacceptable unless a permit has been obtained in advance for a specific event.

Section 3 - Enforcement Procedure

3.1 Any violations of this ordinance shall be a civil violation, which shall be prosecuted through the issuance of a civil summons by the Camden Police Department in the same form and in the same manner of prosecution as would be the case with a parking violation. The regulations governing prosecution of parking violations are set forth in the Camden Code, Chapter VIII, Section 15-A, sub-section 1. Actions shall be prosecuted by the Camden Police Officers or by the Town Attorney in the District Court for Knox County, located in Rockland, Maine.

3.2 For any first violation of this ordinance, there shall be a civil fine or penalty imposed in an amount not less than Fifty Dollars (\$50.00) and not more than One Hundred Dollars (\$100.00). Each subsequent violation of this ordinance within a period of two (2) years from the date of the first violation, shall result in the imposition of a minimum civil fine or penalty of One Hundred Dollars (\$100.00) and a maximum fine or penalty of Two Hundred Fifty Dollars(\$250.00).

3.3 In addition to civil penalties for any violation of this ordinance, the Court shall require the violator to pay the Town reasonable attorney's fees incurred in connection with the prosecution of the violation, together with costs and filing fees incurred by the Town in connection with that prosecution.

Chapter 8 Police Ordinance 07/30/12 page 124

Section 4 - Designated Area

The provisions of this ordinance shall apply to all areas of the Town of Camden.

Section 5 - Separability

In the event that any provision of this ordinance shall be held illegal, it is intent that all remaining provisions of this ordinance, which are not declared illegal, shall remain in full force and effect.

August 23, 2016

To: Chief Randy Gagne
Camden Police Department

From: Janice L. Esancy
Town Manager's Assistant

The following establishment: Ravita, Inc., d/b/a Long Grain at 531 Elm Street has submitted an application for a Class III Vinous and Class IV Malt Restaurant Liquor License to serve Vinous and Malt beverages. There will be a public hearing regarding this license at an upcoming Select Board Meeting.

Have there been any incidents reported to the Camden Police Department since September 2015 regarding this establishment? _____
Yes No. If yes, please explain. _____

Please return this form to the Town Manager's Office. Thank you.



Chief Randy Gagne
Camden Police Department

8/25/16

Date

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, ME 04333-0008**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES 09/20/2016

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>Ravin Nakjaroen</u> DOB: <u>9/30/1977</u>			2. Business Name (D/B/A) <u>Ravita Inc. (D/B/A Long Grain)</u>		
DOB:			Location (Street Address) <u>31 Elm St.</u>		
DOB:			City/Town <u>Camden</u> State <u>ME</u> Zip Code <u>04843</u>		
Address <u>225 Maralin Rd.</u>			Mailing Address <u>31 Elm St.</u>		
City/Town <u>Lincolnville</u> State <u>ME</u> Zip Code <u>04849</u>			City/Town <u>Camden</u> State <u>ME</u> Zip Code <u>04843</u>		
Telephone Number <u>207-691-4727</u>		Fax Number	Business Telephone Number <u>207-236-9001</u>		Fax Number
Federal I.D. # <u>35-2385312</u>			Seller Certificate # <u>110826</u>		

EMAIL ADDRESS: goodypik@aol.com

3. If premises is a hotel, indicate number of rooms available for transient guests: N/A
4. State amount of gross income from period of last license: ROOMS \$ N/A FOOD \$ 956,522.30 LIQUOR \$ 168,798.05
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

complete Supplementary Questionnaire ,If YES

6. Do you permit dancing or entertainment on the licensed premises? YES NO
7. If manager is to be employed, give name: Prangahthite Palakawongnaayudhaya
8. If business is NEW or under new ownership, indicate starting date: N/A
 Requested inspection date: N/A Business hours: N/A
9. Business records are located at: 31 Elm St Camden, ME 04843
10. Is/are applicants(s) citizens of the United States? YES NO
11. Is/are applicant(s) residents of the State of Maine? YES NO
12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
 Use a separate sheet of paper if necessary.

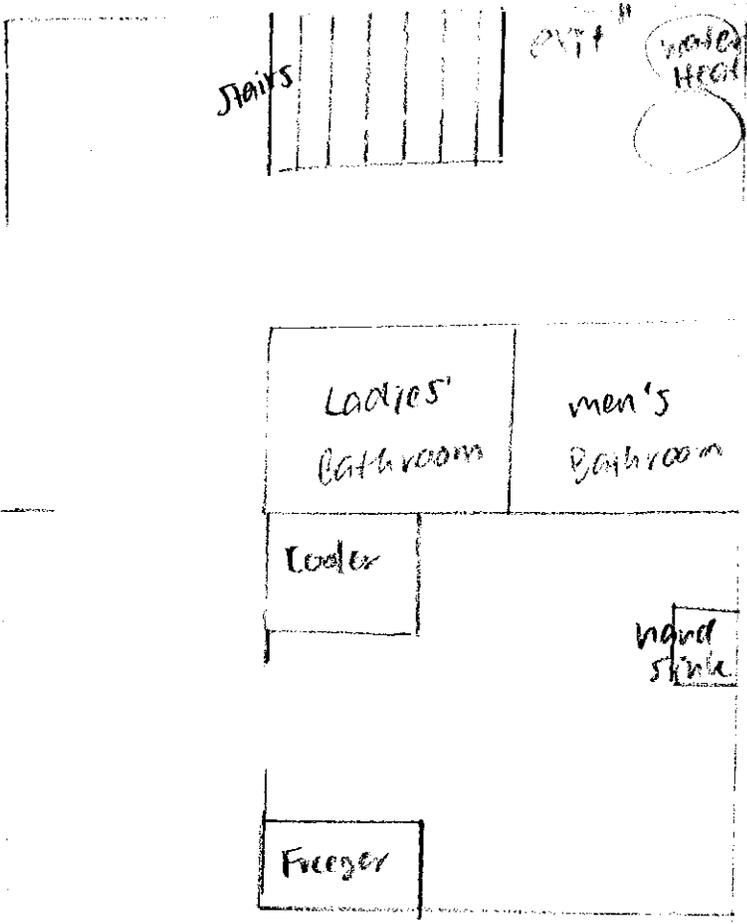
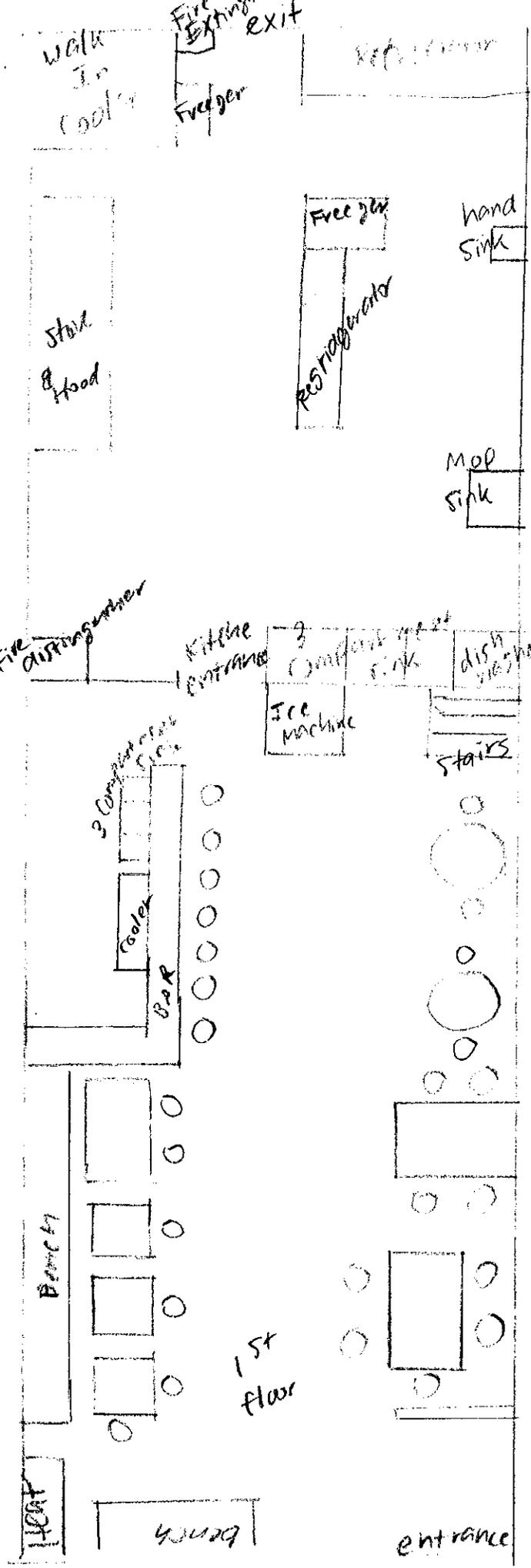
Name in Full (Print Clearly)	DOB	Place of Birth
<u>Ravin Nakjaroen</u>	<u>9/30/1977</u>	<u>Thailand</u>
<u>Prangahthite Palakawongnaayudhaya</u>	<u>5/25/1969</u>	<u>Thailand</u>

Residence address on all of the above for previous 5 years (Limit answer to city & state)

385 Youngtown Rd. Lincolnville, ME 04849

225 Maralin Rd. Lincolnville, ME 04849

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO
- Name: _____ Date of Conviction: _____
- Offense: _____ Location: _____
- Disposition: _____
14. Will any law enforcement official benefit financially either directly in your license, if issued?
 Yes No If Yes, give name: _____
15. Has/have applicant(s) formerly held a Maine liquor license? YES NO
16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____
Frances Knight 2104 Belfast Rd. Lincolnville, ME 04849
17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) 2 story Building Restaurant
1st floor is kitchen and dining room, 2nd floor is bathroom and storage
18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
 YES NO Applied for: eating place
19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 0.25 mile Which of the above is nearest? school
20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO
- If YES, give details: _____



Storage Room

2nd Floor

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Camden, Maine on Aug 18, 20 16
Town/City, State Date



Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Ravin Nakjaroen

Print Name

Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

- Class I** Spirituous, Vinous and Malt\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.
- Class I-A** Spirituous, Vinous and Malt, Optional Food (Hotels Only)\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.
- Class II** Spirituous Only\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.
- Class III** Vinous Only\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.
- Class IV** Malt Liquor Only\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.
- Class V** Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)\$ 495.00
CLASS V: Clubs without catering privileges.
- Class X** Spirituous, Vinous and Malt – Class A Lounge\$2,200.00
CLASS X: Class A Lounge
- Class XI** Spirituous, Vinous and Malt – Restaurant Lounge\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

FILING FEE.....\$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to the **Treasurer of Maine**. This application must be completed and mailed to Bureau of Alcoholic Beverages and Lottery Operations, Division of Liquor Licensing and Enforcement, 8 State House Station, Augusta ME 04333-0008. Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.



STATE OF MAINE

Dated at: _____, Maine _____ SS
City/Town (County)

On: _____
Date

The undersigned being: _____ Municipal Officers _____ County Commissioners of the
_____ City _____ Town _____ Plantation _____ Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

- A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
- B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
- C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c.589, §1 (amd).]

2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

- A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c.45, Pt.A§4 (new).]
- B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
- C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
- D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]
- E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
- F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]

[1993, c.730, §27 (amd).]

3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

- A. [1993, c.730, §27 (rp).]

4. **No license to person who moved to obtain a license. (REPEALED)**

5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.



State of Maine
 Bureau of Alcoholic Beverages
 Division of Liquor Licensing and Enforcement

For Office Use Only:	
License #:	_____
Date Filed:	_____

**Supplemental Information Required for
 Business Entities Who Are Licensees**

For information required for Questions 1 to 4, this information is on file with the Maine Secretary of State's office and must match their record information. Please clearly complete this form in its entirety.

- Exact legal name:
Ravita Inc.
- Other business name for your entity (DBA), if any:
Long Grain
- Date of filing with the Secretary of State: _____
- State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

Name	Address for Previous 5 years	Date of Birth	Ownership %
Ravin Nakjaroen	385 Youngtown Rd. Lincolnville, ME 04849 225 Masalin Rd. Lincolnville, ME 04849	9/30/1977	100

- Is any principal person involved with the entity a law enforcement official? Yes No

8. If Yes to Question 7, please provide the name and law enforcement agency:

Name: _____ Agency: _____

9. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes No

10. If Yes to Question 9, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:



Signature of Duly Authorized Person

Aug 18, 2016

Date

Ravin Nakjaroen

Print Name of Duly Authorized Person

If you have questions regarding the legal name or assumed (DBA) name on file with the Secretary of State's office, please call (207) 624-7752. The SOS can only speak to the information on file with their office, not the filing of this supplemental information – please direct any questions about this form to our office at the number below.

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery
Operations Division of Liquor Licensing Enforcement
8 State House Station Augusta, Me 04333-0008
Telephone Inquiries: (207) 624-7220
Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

August 31, 2016

To: Chief Randy Gagne
Camden Police Department

From: Janice L. Esancy
Town Manager's Assistant

The following establishment: Stuart Smith, d/b/a Grand Harbor Inn at 14 Bay View Landing has submitted an application for a Class III Vinous Hotel Liquor License. There will be a public hearing regarding this license at an upcoming Select Board Meeting.

Have there been any incidents reported to the Camden Police Department since September 2015 regarding this establishment? _____
Yes _____ No. If yes, please explain. _____

Please return this form to the Town Manager's Office. Thank you.

Chief Randy Gagne
Camden Police Department

Date

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, ME 04333-0008**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES 9/22/16

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|---|---|
| <input type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input checked="" type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>STUART SMITH</u> DOB: <u>1/19/53</u>			2. Business Name (D/B/A) <u>GRAND HAZZOR INN</u>		
DOB:			Location (Street Address) <u>14 BAY VIEW LANDING</u>		
DOB:			City/Town <u>CAMDEN</u> , State <u>ME</u> Zip Code <u>04843</u>		
Address <u>PO BOX 812</u>			Mailing Address <u>PO BOX 812</u>		
City/Town <u>CAMDEN</u> State <u>ME</u> Zip Code <u>04843</u>		City/Town <u>CAMDEN</u> State <u>ME</u> Zip Code <u>04843</u>			
Telephone Number <u>236-2478</u> Fax Number <u>236-2479</u>		Business Telephone Number <u>236-7177</u> Fax Number <u>236-7211</u>			
Federal I.D. # <u>26-4003574</u>			Seller Certificate # <u>1143632</u>		

EMAIL ADDRESS: MATTHEW@BAYVIEWMANAGEMENT.NET

3. If premises is a hotel, indicate number of rooms available for transient guests: 10
4. State amount of gross income from period of last license: ROOMS \$ 865,903 FOOD \$ 292⁰⁰ LIQUOR \$ 3,500
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

If YES, complete Supplementary Questionnaire

7. If manager is to be employed, give name: ERICK ANDERSON
8. If business is NEW or under new ownership, indicate starting date: _____
 Requested inspection date: _____ Business hours: _____
9. Business records are located at: 22 Bay View St. Camden, ME 04843
10. Is/are applicants(s) citizens of the United States? YES NO
11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
 Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
SWARTZ SMITH	1/19/53	TEHRAN, JAPAN
ERICK ANDERSON	2/19/85	WARREN, ME
MATTHEW LEVIN	7/28/69	VAN NUYS, CA

Residence address on all of the above for previous 5 years (Limit answer to city & state)
SWARTZ SMITH, CAMDEN, ME; ERICK ANDERSON, THOMSON, ME;
MATTHEW LEVIN, WARREN, ME

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____
 Offense: _____ Location: _____
 Disposition: _____

14. Will any law enforcement official benefit financially either directly in your license, if issued?
 Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) 10-ROOM INN, LOCATED
ON CAMDEN HARBOR

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
 YES NO Applied for: _____

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 200 FT. Which of the above is nearest? CHURCH

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO
 If YES, give details: THE FIRST

taining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: CAMDEN, ME on 8/29, 20 16
Town/City, State Date

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Print Name

Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

- Class I** Spirituous, Vinous and Malt \$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.
- Class I-A** Spirituous, Vinous and Malt, Optional Food (Hotels Only) \$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.
- Class II** Spirituous Only \$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.
- Class III** Vinous Only \$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.
- Class IV** Malt Liquor Only \$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.
- Class V** Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) \$ 495.00
CLASS V: Clubs without catering privileges.
- Class X** Spirituous, Vinous and Malt – Class A Lounge \$2,200.00
CLASS X: Class A Lounge
- Class XI** Spirituous, Vinous and Malt – Restaurant Lounge \$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

FILING FEE \$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to the **Treasurer of Maine**. This application must be completed and mailed to Bureau of Alcoholic Beverages and Lottery Operations, Division of Liquor Licensing and Enforcement, 8 State House Station, Augusta ME 04333-0008. Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.





State of Maine
Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement

**Supplemental Information Required for
Business Entities Who Are Licensees**

For Office Use Only:
License #: _____
Date Filed: _____

For information required for Questions 1 to 4, this information is on file with the Maine Secretary of State's office and must match their record information. Please clearly complete this form in its entirety.

1. Exact legal name:

GRAND HARBOUR INN, LLC

2. Other business name for your entity (DBA), if any:

3. Date of filing with the Secretary of State:

1/14/2009

4. State in which you are formed:

MAINE

5. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____

6. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

Name	Address for Previous 5 years	Date of Birth	Ownership %
STUART SMITH	Westerly Ferry Rd, Camden, ME	1/19/53	50%
MARIANNE SMITH	" "	11/18/48	50%

7. Is any principal person involved with the entity a law enforcement official?

Yes

No

8. If Yes to Question 7, please provide the name and law enforcement agency:

9. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes

No

10. If Yes to Question 9, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

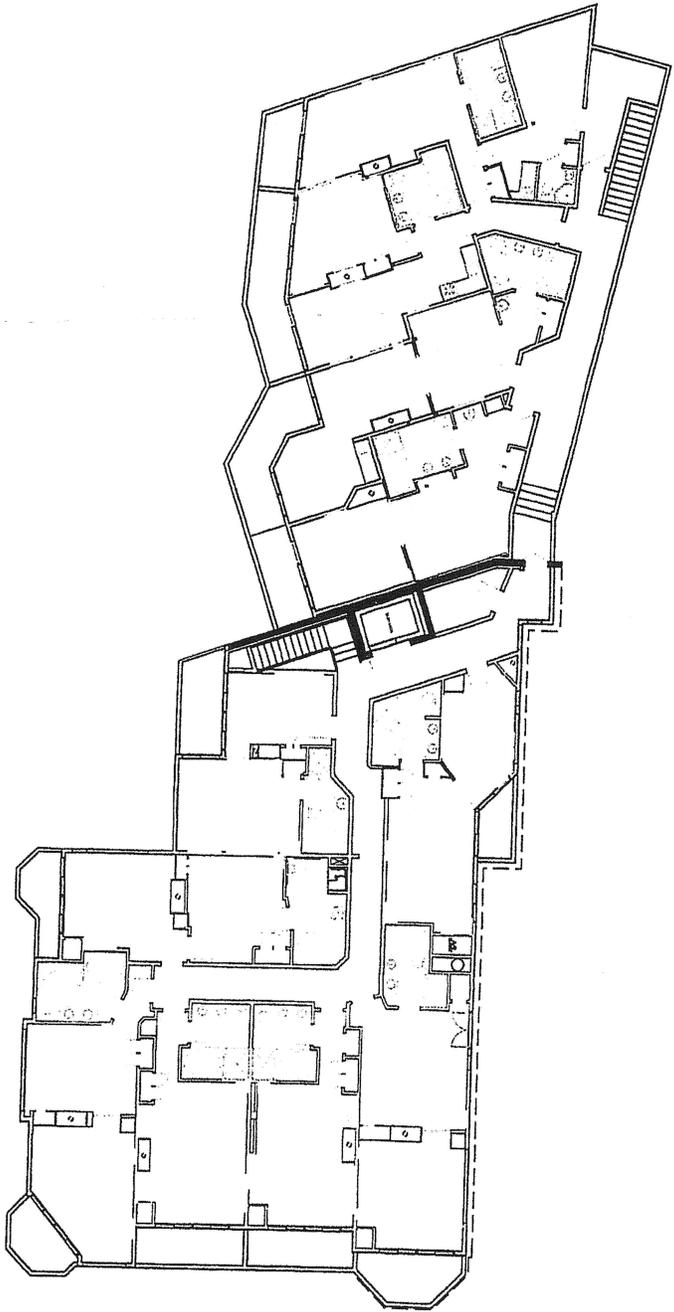

Signature of Duly Authorized Person


Date

LOUISE SMITH
Print Name of Duly Authorized Person

If you have questions regarding the legal name or assumed (DBA) name on file with the Secretary of State's office, please call (207) 624-7752. The SOS can only speak to the information on file with their office, not the filing of this supplemental information – please direct any questions about this form to our office at the number below.

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery
Operations Division of Liquor Licensing Enforcement
8 State House Station Augusta, Me 04333-0008
Telephone Inquiries: (207) 624-7220
Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov



GRAND HARBOR INN
BAY VIEW LANDING - CAMDEN, MAINE

TOWN OF CAMDEN, MAINE



Request for Bid

Town-wide Statistical Update of Assessment Values

RFB Date of Issuance: Monday, July 25, 2016

Date Bids Due: Monday, August 22, 2016

Patricia A. Finnigan
Town Manager

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Town of Camden, Maine Town-wide Statistical Update of Assessment Values

A. REQUEST FOR BIDS

The Town of Camden, Maine is requesting bids for a new **Town-wide Statistical Update of Assessment Values**.

1. Sealed Bids Required

Bidders must address all of the items listed in this request for bids and be **submitted** in a sealed envelope marked “**Town-wide Statistical Update of Assessment Values**” no later than **2:15 p.m. on Monday, August 22, 2016 at the Town Office, 29 Elm Street, PO Box 1207, Camden, Maine 04843**. Bids received at **2:15 p.m.** will be **opened on Monday, August 22, 2016 at 2:30 p.m.** in the **Town Office**.

Bids can be mailed, but must be appropriately marked as stated. The address in which to mail bids is as follows:

Town Manager Patricia A. Finnigan
Town of Camden
P. O. Box 1207
Camden, ME 04843

Please include one original and two copies of bids submitted. Questions or requests for clarification may be directed to Assessor Kerry Leichtman, at (207) 236-3353, or via email: kleichtman@camdenmaine.gov.

Any exceptions to the specifications of this request for bid must be clearly stated in writing in the bid.

The Town Manager reserves the right to accept or reject any or all bids deemed not in the best interest of the Town of Camden. Late bids shall not be accepted.

Bids shall be publicly opened at the time and place specified in the invitation to bid. A contract may then be awarded to the responsible bidder whose bid meets all specifications required by the Town and whose bid is determined to be the most advantageous to the Town. Award may be delayed pending verification of the bidder’s credentials, insurance (if required), and references or review of the bids received.

Bid submissions shall become the property of the Town of Camden.

2. Late Bids

Bids received after the stated deadline will not be accepted. Faxed bids, e-mailed bids, or bids not submitted in a sealed envelope will not be accepted.

B. SPECIFICATIONS

- Full valuation field review of all parcels;
- Update cost modeling;
- Mail I&E's to all applicable C&I properties;
- Residential and commercial analysis;
- Update all tables (building, land, OBXF, and income);
- Reconcile C&I Cost/Income;
- Review current delineation of neighborhoods;
- Mail Impact notices to all taxpayers;
- Residential and commercial valuation;
- Mail final notice of assessment to properties that had a meeting;
- Assessment manual.
- Conduct informal meetings with taxpayers to discuss their valuations;
- Mail final notice of assessment to property owners after above meetings.

1. Changes to Bid Specifications

The bid shall be based upon the bid specifications. Any changes by the bidder to the bid specifications, but deemed worthy of consideration by bidder may be introduced by a separate letter or attached to the bid, which shall state the cost comparison with specified bid specs and the reason(s) for the suggested substitution. The bidder shall understand that the attached letter describing the bid change may not be used in determining the low bid.

2. Date of Completion

July 15, 2017

C. TOWNS TERMS AND CONDITIONS

Each bidder will be presumed to have read and be thoroughly familiar with the bid documents. The failure or omission of any bidder to receive or examine any form, instrument, or document shall in no way relieve any bidder from all obligations in respect to their bid.

1. Exceptions to Bid

Submission of any bid indicates acceptance of the conditions contained in the RFB unless clearly and specifically noted otherwise in the bid.

The bidder shall, on a separate sheet of paper, include any exceptions to the conditions of the bid. The sheet shall be labeled "Exceptions to Bid Provisions" and shall be attached to the bid. If no exceptions are stated, it will be understood

Town of Camden, Maine Town-wide Statistical Update of Assessment Values

that all General, Special, and Technical conditions will be complied with, without exception.

2. Rejection of Bids

The Town reserves the right to reject any and all bids. The Town reserves the right to negotiate with the successful bidder in order to best serve the Town's needs in respect to both evaluation and cost effectiveness.

The Town may reject a bid if:

- A. The bidder misstates or conceals any material fact in the bid.
- B. The bid does not strictly conform to the requirements of the bid.
- C. Poor performance or default, in the Town's opinion, on previous agreements with the Town.
- D. Lack of qualifications or suitable references.

3. Submittal

All bids must be in the format required in this Request for Bid. Failure to comply may be reason to declare the bids non-responsive.

4. Return of Bid

The Town advises that all accepted bids submitted under this RFB shall become the property of the Town of Rockport and will not be returned. All bids are considered to be a public document and subject to public inspection.

5. Availability of Funds

It is understood and agreed by all parties resulting from this bid that the Town shall be bound hereunder only to the extent of funds available or which may become available for the purposes of this agreement.

It is further understood and agreed between the parties to any agreement resulting from this bid that the Town shall not be obligated to purchase the equipment as described herein unless and until the equipment has been ordered, and delivered to the satisfaction of the Town.

6. Payment Terms

It is customary for the Town to submit payment within 30 days upon receipt of a valid invoice. Invoice shall include dates of service and description of work performed. The Town is exempt from State Sales and Use or Excise Taxes to the extent allowed by law. A copy of the Town's Permanent Exemption Certificate is available upon request.

D. BID INSTRUCTIONS

Town of Camden, Maine Town-wide Statistical Update of Assessment Values

1. Bid Form

Each bidder is required to use the attached “Official Bid” form when submitting a bid. Attachments to include vehicle descriptions and other data pertinent to the bid are also acceptable.

2. W-9 Required

Bidders must submit along with proposal a completed and signed W-9 form.

3. References

References may be required upon request.

4. Conflict of Interest Disclosure

Each bidder is required to complete a “Conflict of Interest Disclosure” form, so that the town can determine if there is any potential conflict of interest between the Town, its employees, and the bidder.

E. EVALUATION OF BIDS

1. Evaluation and Selection of Bids

The Assessor will review and evaluate all bids before making a recommendation to the Town Manager. All bids become the property of the Town and are considered to be a public document.

2. Selection Criteria

The objective of the Town is to perform a Town-wide Statistical Update of Assessment Values, as specified.

The Town shall consider, but not be limited to, qualifications, references, cost, availability, and completion date.

3. Bid Results

Bid results will be posted on the Town’s website at <http://www.camdenmaine.gov> within ten (10) business days after the bid opening. Bidders are welcome to review the bids received at the town office during normal business hours, after making an appointment with the town manager’s office. All bidders are welcome to be present at the bid opening, at which time all bids will be opened and bids will be summarized verbally upon receiving.

4. Right to Re-Bid, Negotiate, or Request Further Information

The town manager reserves the right to re-bid, to negotiate with the apparent low bidder, or to request further information from the bidders, prior to making a decision.

5. Award of Bid

No later than **Friday, August 26, 2016** and after all bids have been reviewed and references verified, the town manager shall determine whether it is in the best interest of the Town to award the bid. The town manager reserves the right to re-bid, negotiate, or request further information at any time during the bid process.

F. SCHEDULE FOR SELECTION AND AWARD OF BID

The schedule for selection and award of bid is as follows:

(Schedule is subject to change at the Town's discretion.)

Town Manager Approval of Draft RFP	July 15, 2016
RFB Posted on Website	July 25, 2016
RFB Posted and Advertised	July 29, 2016
Bids Due at Town Office	August 22, 2016 -2:15 p.m.
Bids Opened at Town Office	August 22, 2016 -2:30 p.m.
Evaluate Proposals	August 23, 2016
Notification to Town Manager of the Assessor's Recommendation	August 24, 2016
Town Manager's Decision	August 25, 2016
Assessment Update Start Date	As agreed to with successful bidder

OFFICIAL BID RESPONSE FORM

BIDDER INFORMATION

The undersigned declares that the signer of this proposal is:

INDIVIDUAL doing business as: _____

PARTNERSHIP doing business as: _____

CORPORATION entitled: _____

Organized under the laws of the State _____ having its principal offices
of _____ at:

Authorized Signature

Printed Name and Title of Authorized
Signer

Firm or Corporate Name

Contact Name and Title

Street Address

E-mail Address

City/Town, State, Zip Code

Telephone Number

Date Signed

Fax Number

Social Security or Federal ID Number
(voluntary)

OFFICIAL BID RESPONSE FORM

In accordance with the Request for Bids, Instructions, and General Conditions to Bidders, Specifications, and Official Bid Form, we hereby submit the following:

Bidder Name:

Specifications	\$
Extras	\$

Authorized Signature:

Printed Name:

Position:

Date:

OFFICIAL BID RESPONSE FORM

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all responders, must disclose if the Town of Rockport or its employee(s) are owners, corporate officers, employees, etc. of their business.

Indicate either “Yes” (if a Town employee is also associated with your business), or “No”. If “Yes”, give person(s) name(s) and position(s) with your business.

YES

NO

NAME(S)	POSITION(S)

FIRM NAME: _____

BY (Printed Name): _____

BY (Signature): _____

TITLE: _____

ADDRESS: _____

PHONE NUMBER: _____

E-MAIL ADDRESS _____

 ORIGINAL

Town of Camden, Maine



Proposal for Statistical Update of Assessment Values

KRT Appraisal

191 Merrimack St, Suite 701
Haverhill, MA 01830
Tel: (877) 337-5574
Fax: (978) 914-7201

August 22, 2016

TABLE OF CONTENTS

A:	Price Proposal
B:	Letter of Transmittal
C:	Bid Forms
D:	Statement of Services
E:	Company Profile
F:	Qualifications/References
G:	Resumes
H:	Copy of RFP

August 22, 2016

Patricia A. Finnigan
Town Manager
P.O. Box 1207
Camden, ME 04843

Price Proposal

Dear Ms. Finnigan:

KRT Appraisal is pleased to submit a proposal in response to your Request for Proposals for the Town of Camden, Maine. KRT Appraisal will provide all services outlined in the RFP while conforming to all Maine State Laws.

Based on the specifications listed in Section B of the RFP, the cost for a Statistical Update is **Sixty Three Thousand Dollars (\$63,000.00)**. This includes all of the services described in KRT Appraisal's Statement of Services with all products delivered by July 15, 2017.

We look forward to the opportunity to discuss this proposal with you. If you have any questions or need more information, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sam O'Clair".

Sam O'Clair
Business Development
KRT Appraisal
Office: (877) 337-5574
Fax: (978) 914-7201
sam_occlair@krtappraisal.com
www.krtappraisal.com

August 22, 2016

Patricia A. Finnigan
Town Manager
P.O. Box 1207
Camden, ME 04843

Letter of Transmittal

Dear Mr. Finnigan:

The following report is submitted in response to your Request for Proposals (RFP), for the Town of Camden, Maine. This proposal will remain in effect for at least sixty (60) days from the deadline for this proposal. KRT Appraisal has read the RFP and fully understands the scope of services requested.

This proposal will serve to provide the Town with our qualifications and experience in providing similar services in the past. KRT Appraisal has the capability to perform the services requested in the RFP while meeting all established deadlines and quality expectations in an effective and efficient manner.

As a small company, KRT Appraisal's upper management will be solely responsible for all aspects of the valuation process. Our experience, education, and proven track record make KRT Appraisal an excellent candidate to provide all of the services requested.

KRT Appraisal is pleased to provide this proposal and we look forward to the opportunity to discuss it with you. Please do not hesitate to call if there are any questions or if more information is necessary.

Sincerely,



Sam O'Clair
Business Development
KRT Appraisal
Office: (877) 337-5574
Fax: (978) 914-7201
sam_oclair@krtappraisal.com
www.krtappraisal.com

OFFICIAL BID RESPONSE FORM

BIDDER INFORMATION

The undersigned declares that the signer of this proposal is:

INDIVIDUAL doing business as: _____

PARTNERSHIP doing business as: KRT Appraisal, LLC

CORPORATION entitled: _____

Organized under the laws of the State of Massachusetts having its principal offices at:

Samuel H O'clair

Authorized Signature

Samuel H O'clair

Printed Name and Title of Authorized Signer

KRT Appraisal

Firm or Corporate Name

Samuel O'clair - Business Development

Contact Name and Title

191 Merrimack St. Suite 701

Street Address

Sam_oclair@krtappraisal.com

E-mail Address

Haverhill, MA 01830

City/Town, State, Zip Code

877-337-5574 x112

Telephone Number

Date Signed

978-914-7201

Fax Number

27-2236222
Social Security or Federal ID Number
(voluntary)

OFFICIAL BID RESPONSE FORM

In accordance with the Request for Bids, Instructions, and General Conditions to Bidders, Specifications, and Official Bid Form, we hereby submit the following:

Bidder Name:

Specifications	\$ 63,000.00
Extras	\$ N/A

Authorized Signature:

Samuel H O'Clair

Printed Name:

Samuel H O'Clair

Position:

Business Development

Date:

8/22/2016

OFFICIAL BID RESPONSE FORM

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all responders, must disclose if the Town of Rockport or its employee(s) are owners, corporate officers, employees, etc. of their business.

Indicate either "Yes" (if a Town employee is also associated with your business), or "No". If "Yes", give person(s) name(s) and position(s) with your business.

YES

NO

NAME(S)	POSITION(S)

FIRM NAME: KRT Appraisal

BY (Printed Name): Samuel K O'Clair

BY (Signature): 

TITLE: Business Development

ADDRESS: 191 Merrimack St., Suite 701
Haverhill, MA 01830

PHONE NUMBER: 877-337-5574

E-MAIL ADDRESS: Sam_Oclair@krtappraisal.com

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
KRT Appraisal, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ **P**
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Other (see instructions) ▶

Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
191 Merrimack Street, Suite 701

6 City, state, and ZIP code
Haverhill, MA 01830

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
2	7	-	2	2	3	6	2	2	2

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ Date ▶ 1/27/2016

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

STATEMENT OF SERVICES
STATISTICAL UPDATE

1) SCOPE OF THE PROJECT

1.1: Subject to the terms and conditions of this Statement of Services, KRT Appraisal shall update the value for all classes of property located within the Town of Camden as stratified in Section 1 while conforming to Maine State Law and the guidelines set forth in determining "Just Value". The determined "Just Value" will be reflected as of April 1, 2017.

1.2: "Just Value" defined: "In the assessment of property, assessors (Board of Selectmen) in determining just value are to define this term in a manner which recognizes only that value arising from presently possible land use alternatives to which the particular parcel of land being valued may be put. Assessors (Board of Selectmen) must consider the effect upon value of any enforceable restrictions to which the use of the land may be subjected. Restrictions shall include, but are not limited to, zoning restrictions limiting the use of the land, subdivision restrictions, and any recorded contractual provisions limiting the use of the lands. The just value of land is deemed to arise from and is attributable to legally permissible use or uses only." **(36 MRSA §701-A)**

1.3: For purposes of this proposal, the scope will be divided into four (4) main groups of project requirements, each extensively detailed. The four (4) main groups are as follows: Analysis, Field Review, Informal Hearings, and Reporting.

A) Analysis

1.A.1: KRT Appraisal will analyze all of the qualified sales for the time period of two (2) years prior to the assessment date of April 1, 2017. All strata's tested (style, size, sale price, age, sale date, neighborhood, and grade) will be within five percent (5%) of the desired median for all classes of property.

1.A.2: KRT Appraisal will compute, to the nearest One Hundred Dollars (\$100), the value of all properties within the scope of this Statement of Services.

1.A.3: Land values will be established for all properties within the Town by analyzing two (2) years worth of vacant land sales. If there is insufficient data, a land residual technique will be utilized. Factors to be considered in land valuation shall include lot size, neighborhood, zoning restrictions, shape, topography and all other factors deemed relevant after further investigation.

1.A.4: Residential values will be generated utilizing a "market adjusted" cost approach. To achieve this, a cost analysis will be done to determine the Replacement Cost New (RCN) for all building types within the Town. Factor's to be considered include the style, grade or

quality, size, number of bedrooms and bathrooms, and other various amenities that affect value. Once the RCN is established, an analysis of the physical condition of the property relative to its age will be conducted. The resulting depreciation tables will calculate a depreciation percentage. Once the depreciated building value is established, it is added to any outbuildings and the land value to come up with the overall market value. All values and tables are generated directly from the sales analysis.

1.A.5: Commercial values will be generated utilizing both the "market adjusted" cost approach and the income approach. KRT appraisal will make a thorough analysis of income and expense data reported on the Income and Expense forms returned to the Town as well as cap rates using a current publication of the Investor's Survey. Information gathered such as income/rents, vacancy, and expenses will be compiled in the income tables and used to determine the value for the income approach. This value is then reconciled to within ten percent (10%) of the "market adjusted" cost value. KRT Appraisal shall be responsible for costs associated with mailing Income and Expense forms.

1.A.6: KRT Appraisal shall be responsible for updating all tables (building, land, OBXF, and income) as well as the cost modeling.

B) Field Review

1.B.1: KRT Appraisal will review all of the properties in the field. The supervisor of this phase of the program will have a minimum of five (5) years of mass appraisal experience and be a Certified Maine Assessor (CMA).

1.B.2: It is understood that KRT Appraisal will have the ability to exercise good judgment in making final value estimates. KRT Appraisal, in order to ensure valuation accuracy and consistency, will have no more than three (3) field review appraisers work in the Town.

1.B.3: KRT Appraisal shall review the current delineation of all neighborhoods and make changes based on data extracted during the sales analysis.

C) Informal Hearings

1.C.1: KRT Appraisal in conjunction with the Town, will develop an Assessment Change Notice. The notice will, at a minimum, contain the following information: brief description of the assessment process, how to appeal, KRT Appraisal's phone number to call and schedule a hearing, parcel MBLU or equivalent, property location, owner's address, and the total parcel value.

1.C.2: KRT Appraisal will be responsible for mailing the notice and all associated postage.

1.C.3: KRT Appraisal will conduct the informal hearings.

1.C.4: KRT Appraisal will send all taxpayers who came in for an informal hearing a final letter notifying the taxpayer of their final value. This letter will briefly explain the taxpayer's next course of action if they are still displeased with their assessment.

D) Reporting/Defense

1.D.1: KRT Appraisal will submit to the Town one (1) assessment manual titled "Assessment Manual, for the Town of Camden, Maine" which contains procedures, analysis, and standards, as well as classifications for all types of property. Delivery of this final manual will be made within thirty (30) days upon completion of the contract.

2) PUBLIC RELATIONS

2.1: The Town shall be responsible for all time and costs associated with public relations.

3) PROGRESS AND CONTROL

3.1: It is recognized that the plan for operation may require alteration from time to time and the Town shall not unreasonably require strict adherence to the plan, however, any change in starting date or completion date must be requested in writing by KRT Appraisal and must be approved by the Town. Below is the proposed Statistical Update timeline:

<u>Task</u>	<u>Start Date</u>	<u>Completion Date</u>
Start-Up Meeting	02/01/16	02/05/16
Full Field Review	02/08/16	03/11/16
Field Review Sales	04/04/16	04/08/16
Update Cost Modeling	04/04/16	04/22/16
Land and Building Pricing	04/04/16	04/22/16
Update Tables	04/04/16	04/22/16
Final Valuations	04/25/16	05/27/16
Town Review	05/30/16	06/10/16
Impact Notices	06/13/16	06/17/16
Final Products Delivered	06/20/16	07/08/16
Project Completion		07/15/16

3.2: The Town may grant an extension of the completion date not to exceed thirty (30) days to conclude any additional work required under the terms herein specified with respect to alterations, additions, subdivisions, where circumstances beyond KRT Appraisal's control, and not due to its own acts or omissions, tend to delay completion of the project. Such extension shall only be made after submission of a written request by KRT Appraisal stating the reasons for an extension request.

4) EQUIPMENT AND SUPPLIES

4.1: The Town will provide KRT Appraisal with the following equipment and supplies available for the duration of the project:

- a) Adequate office space with furniture and chairs
- b) Access to a computer and printer
- c) Access to a telephone for local calls
- d) Two (2) sets of current tax maps as well as the most current zoning map

4.2: The Town shall cooperate with KRT Appraisal by providing the following from current records if requested:

- a) All available building permit information
- b) All available zoning information
- c) All available ownership records
- d) All available land classification information
- e) All available sales data
- f) Prior assessed values

The Town shall further assist KRT Appraisal in providing or making available any information it possesses or is conveniently available that may be required for the execution of the project.

4.3: KRT Appraisal will be responsible for delivering the following to the Town:

- a) Database in good working order with updated values and all sales loaded into the sales file;
- b) A neighborhood map (map provided by the Town);
- c) A manual detailing the grading system and methodology to be used on this project.

4.4: All records, computations, maps, manuals, cards, computer discs and other electronic data, photographs, schedules, tables, reports, etc. of KRT Appraisal in respect to any work related to the project shall be left in custody and become property of the Town.

5) PAYMENT SCHEDULE

5.1: In addition to a monthly status report, KRT Appraisal will submit a monthly invoice based on the portion of work completed during the preceding month. The invoice shall include the percentage relationship of all work completed thus far in relation to the total contract, the total payment previously made, the payment requested for the month, and the total payment requested to date.

5.2: The Town may require KRT Appraisal to submit substantiating production reports from the project manager prior to making any payments on the contract.

5.3: The Town is required to make timely percentage payments on the contract to KRT Appraisal, within thirty (30) days, equal to ninety percent (90%) of the contract amount represented by work completed during the month as finally determined by them.

5.4: If the Town determines that KRT Appraisal's invoice is inaccurate, the Town shall give written notice specifying exactly which portion(s) is found to be unsatisfactory. KRT Appraisal shall make every effort to correct the inaccuracy. The Town shall retain the right to delay payment, only for the specified item(s), until said item(s) is resolved to the satisfaction of both the Town and KRT Appraisal. Upon satisfactory resolution, the Town shall pay KRT Appraisal said amount due, less ten percent (10%).

5.5: The Town shall retain ten percent (10%) of the total contract price until all work has been completed, until all products to be supplied by KRT Appraisal have been presented to the Town, and until the Town is satisfied that the project has been completed satisfactorily.

6) INSURANCE

6.1: KRT Appraisal, working as an independent contractor, shall carry and maintain in force professional and general liability insurance, as well as workmen's compensation insurance. KRT Appraisal shall save the Town, its agents, servants, and employees harmless, at KRT Appraisal's sole expense, to any liability or legal proceeding occurring as a result of KRT Appraisal's actions or omissions, including injury, death, property damage, or any associated expense(s) including costs of defense and reasonable attorney's fees.

6.2: KRT Appraisal's general liability policy has limits of two million dollars (\$2,000,000) per occurrence and four million dollars (\$4,000,000) aggregate. This policy provides comprehensive coverage against claims for personal injury, death, or property damage.

6.3: KRT Appraisal's professional liability policy has limits of one million dollars (\$1,000,000) per occurrence and one million dollars (\$1,000,000) aggregate.

6.4: All of KRT Appraisal's employees shall carry adequate automobile insurance to provide comprehensive coverage of one million dollars (\$1,000,000) each person/each occurrence for bodily injury liability.

6.5: All insurance documentation shall be made available within thirty (30) days if awarded a contract.

7) TERMINATION

7.1: Force Majeure: Neither party shall be liable to the other or deemed to be in breach under the agreement for any failure to perform including, without limitation, a delay in rendering performance due to causes beyond its reasonable control, such as an order, injunction, judgment, or determination of any Court of the United States, or the State of Maine, an Act of God, war, civil disobedience, extraordinary weather conditions, labor disputes, shortages or fluctuation in electric power, heat, light, or air conditioning. Dates or time of performance will be extended automatically to the extent of such delays provided that the party whose performance is affected notifies the other promptly of the existence and nature of such delay. It is agreed, however, that since the performance dates of this contract are important to the implementation of ongoing property value update programs, continued failure to perform for periods aggregating sixty (60) or more days even for causes beyond the control of KRT Appraisal, shall be deemed to render performance impossible, and the Town shall thereafter have the right to terminate this agreement in accordance with the provisions of the section entitled, "Termination."

7.2: Subject to the provisions of the section entitled "Force Majeure", if KRT Appraisal shall fail to fulfill in a timely and satisfactory manner its obligations under this agreement, or if KRT Appraisal violates any covenants, conditions, or stipulations of this agreement, which failure or violation shall continue for twenty-one (21) business days after written notice of such failure or violation is received by KRT Appraisal, then the Town shall thereupon have the right to terminate this agreement by giving written notice to KRT Appraisal of such termination and specifying the effective date thereof, at least seven (7) days before the effective date of such termination.

8) ASSIGNMENT OF CONTRACT

8.1: KRT Appraisal shall not assign or in any way transfer any interest in this agreement without the prior written consent of the Town, provided however, that claims for money due or to become due to KRT Appraisal from the Town hereunder may be assigned to a bank, trust company, or other financial institution without such consent, so long as notice of any such assignment is furnished promptly to the Town, any such assignment shall be expressly made subject to all defenses, set offs, or counterclaims which would have been available to the Town against KRT Appraisal in the absence of such assignment.

KRT APPRAISAL COMPANY PROFILE

Located in Haverhill, Massachusetts, and founded in April 2010, KRT Appraisal provides superior Revaluation services for municipalities throughout New England. KRT Appraisal brings a fresh and innovative approach to Revaluation services by listening to the client's needs and working with them to produce a high quality product. Our goal is to exceed the expectations of every client by offering competitive pricing, on time project completion, and outstanding customer service. Typically, we are on-location handling client contact and providing technical training and support to the office staff. Our associates are distinguished by their technical expertise combined with their hands-on experience, thereby ensuring that our clients receive the most effective and professional service. KRT Appraisal offers a wide variety of services. These services include:

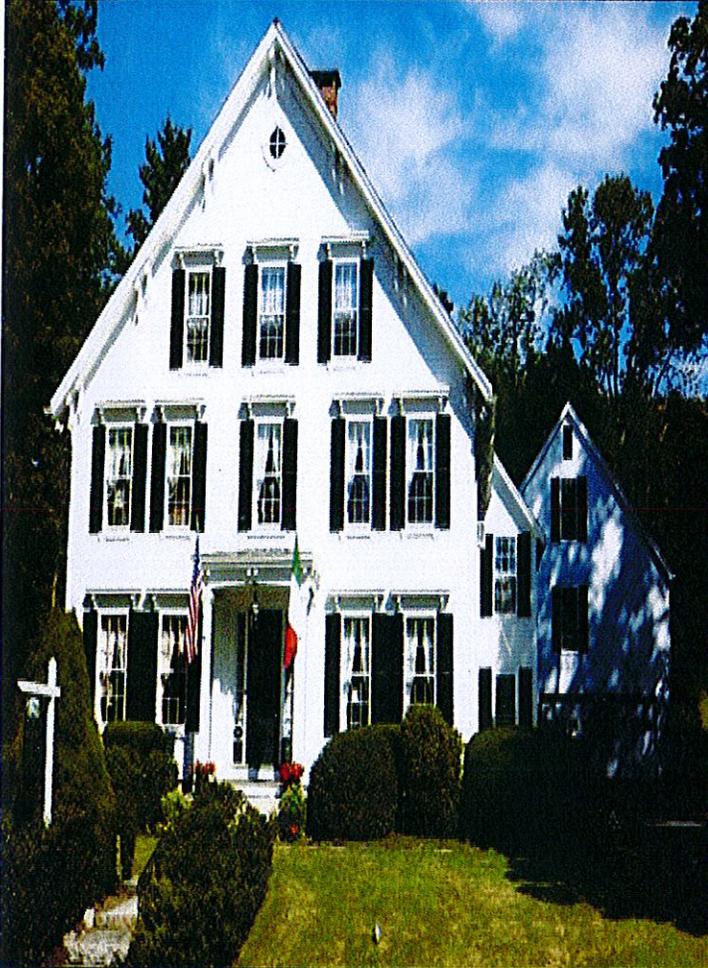
- ❖ Data Collection
- ❖ Digital Imaging
- ❖ Building Permit Review
- ❖ Field/Desk Reviews
- ❖ Data Quality Studies
- ❖ Consulting
- ❖ Abatement Review
- ❖ Full Revaluations
- ❖ Statistical Updates
- ❖ Personal Property Listing and Valuation
- ❖ Contract Assessing

KRT Appraisal believes in harnessing technology, which is why we give our associates the tools and training they need to get the project done in the most effective manner. We pride ourselves on our proven track record for administering multiple projects. This is due to successfully managing team members to utilize all the technology that is available to them.

Over the last few years, many Municipalities have been hit hard by the global recession. This has dramatically changed the way local governments operate. In attempting to be more fiscally conscious, all budgeted items have come under great scrutiny. This is especially evident in the area of appraisal and assessment administration. KRT Appraisal was created with this in mind. As a small company, KRT Appraisal can offer more hands-on services at competitive prices.

CAMDEN

MAINE



Submitted by:

Patrick Donovan of Vision Government Solutions, Inc.
44 Bearfoot Road
Northboro, MA 01532
Phone: 800-628-1013 ext. 3644
Fax: 508-351-3798
pdonovan@vgsi.com

**RESPONSE TO THE REQUEST FOR PROPOSAL FOR
Town-wide Statistical Update of Assessment Values**

 **VISION**
GOVERNMENT SOLUTIONS

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 **VISION**
GOVERNMENT SOLUTIONS

August 22, 2016

Town Manager
Patricia A. Finnigan
Town of Camden
23 School Street
P.O Box 1207
Camden, ME 04843

Dear Town Manager,

Vision Government Solutions is pleased to propose Statistical Update services of all real property to the Town of Camden in response to your Request for Proposals. We have been in the Revaluation and Municipal software business for over 30 years, and have both the personnel and financial resources to complete your project. We currently employ over 130 full time employees, with over 60 employees dedicated to appraisal. We plan to work alongside the Town staff in order complete your Revaluation project. We will meet all the Maine certification and IAAO Standards requirements.

We will use and continue to support your existing *Appraisal Vision*[®] CAMA software. Our prices are based on the parcel counts in the Request for Proposal. Our proposal includes all related data entry, all necessary printing, and computer facilities off-site, to complete the project without impacting the day-to-day operations of the Assessing Office. We have noted all of our clarifications in a single document.

We will provide Public Relations throughout the project. We will work hard to make sure that the taxpayers are kept up-to-date and properly educated on the revaluation process. We have enclosed sample PR documents that can be posted on the web and used during public meetings as the project progresses. We also have the ability to publish the Town's assessing information on the internet. We plan to utilize our web-based public access system during the informal hearings process. Taxpayers will be able to log on and review data on any parcel in Town. It has proven to be a huge public relations success in other Maine projects. Providing the data in this fashion has helped taxpayers understand that the Town is conducting an open and fair Revaluation process

We are proposing a highly qualified, experienced appraisal staff that has great attention to detail. The Project Manager, Mike Tarello MAI, brings over 25 years of Revaluation management experience.

We thank you in advance for your consideration and look forward to the opportunity to discuss this project in detail.

If I can be of any further assistance, please feel free to call me at extension 3644.

The Primary Contact for this Proposal is:

Richard Romano
Regional Sales Manager
Vision Government Solutions, Inc.
T. 800-628-1013 ext. 3606
F. 508-351-3798
E. dromano@vgsi.com

This offer is good for 90 days.

Sincerely,



Patrick Donovan
Director of Appraisal Sales

OFFICIAL BID RESPONSE FORM

BIDDER INFORMATION

The undersigned declares that the signer of this proposal is:

INDIVIDUAL doing business as: _____

PARTNERSHIP doing business as: _____

CORPORATION entitled: Vision Government Solutions

Organized under the laws of the State of _____ having its principal offices at: _____ MA _____

44 Bearfoot Road, Northboro, MA 01532

Patrick Donovan
Authorized Signature

Patrick Donovan, Director of Appraisal Sales
Printed Name and Title of Authorized Signer

Vision Government Solutions
Firm or Corporate Name

Richard Romano, Regional Sales Manager
Contact Name and Title

44 Bearfoot Road
Street Address

dromano@vgsi.com
E-mail Address

Northboro, MA 01532
City/Town, State, Zip Code

800-628-1013 ext. 3606
Telephone Number

August 18, 2016
Date Signed

508-351-3798
Fax Number

04-2867314
Social Security or Federal ID Number
(voluntary)

OFFICIAL BID RESPONSE FORM

In accordance with the Request for Bids, Instructions, and General Conditions to Bidders, Specifications, and Official Bid Form, we hereby submit the following:

Bidder Name: Vision Government Solutions

Specifications	\$ 59,000
Extras	\$ *Please see the Clarifications page.

Authorized Signature:

Patrick Donovan

Printed Name:

Patrick Donovan

Position:

Director of Appraisal Sales

Date:

August 18, 2016

OFFICIAL BID RESPONSE FORM

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all responders, must disclose if the Town of Rockport or its employee(s) are owners, corporate officers, employees, etc. of their business.

Indicate either "Yes" (if a Town employee is also associated with your business), or "No". If "Yes", give person(s) name(s) and position(s) with your business.

YES NO

NAME(S)	POSITION(S)

FIRM NAME: Vision Government Solutions

BY (Printed Name): Patrick Donovan

BY (Signature): *Patrick Donovan*

TITLE: Director of Appraisal Sales

ADDRESS: 44 Bearfoot Road

Northboro, MA 01532

PHONE NUMBER: 800-628-1013 ext. 3644

E-MAIL ADDRESS pdonovan@vgsi.com

**CLARIFICATIONS
TOWN OF CAMDEN, MAINE**

1. **On-site Data Collection:** We have not included any data collections services in our proposal. Should the town need assistance with data collection, we can provide at a rate of \$28.00 per residential property and \$47 per commercial property.
2. **Field Review:** Vision will conduct a street view review of all properties, at which time we will check the existing property characteristics and apply the appropriate valuation methodology on each property.
3. **Board of Assessment Review:** The Town will review all Board of Assessment Review requests as a result of the 2017 Revaluation, and will require a Vision Senior Appraiser to support only those requests requiring a value decision. The process will be a combined effort of both the Town and Vision in an endeavor to effectively and expeditiously handle all appeal requests. Both staffs will work together to resolve any outstanding valuation issues. Any assistance by Vision personnel to Board of Assessment is included in our bid cost.
4. **Litigation:** Any Litigation days, Litigation preparation, Narrative Reports preparation or any days spent outside of assisting with BOA will be billed at the rate of **One Thousand Dollars (\$1,000) per Diem.**

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.		
	2 Business name/disregarded entity name, if different from above VISION Government Solutions, Inc		
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____ <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) 44 Bearfoot Rd	Requester's name and address (optional)	
	6 City, state, and ZIP code Northborough, MA 01532		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

or

Employer identification number								
0	4	-	2	8	6	7	3	1

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶ Carly Deme	Date ▶ 7/29/16
------------------	--	-----------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

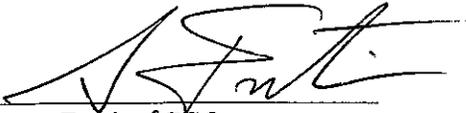
By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

NON-COLLUSION/TAX COMPLIANCE

Pursuant to Massachusetts General Laws, Chapter 62C, Section 49A, I certify under the penalties of perjury that Vision Government Solutions, to the best of my knowledge and belief, has filed all Massachusetts State Tax Returns and paid all Massachusetts State Taxes required under law.

FEDERAL IDENTIFICATION: 04-2867314



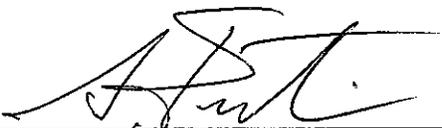
Gary Fortier, CEO

Vision Government Solutions affirms that:

- A. The proposed contract price has been arrived at independently, without collusion, consultation or communication as to any other contractor or with any competitor.
- B. The said price was not disclosed by Vision and was not knowingly discussed prior to the submission, directly or indirectly, to any other contractor or to any competitor.
- C. No attempt was made by Vision to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

The undersigned certifies under penalties of perjury that this agreement is, in all respects, bona fide, fair and made without collusion or fraud with any other person. As used in this section, the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

Vision Government Solutions



Gary Fortier, CEO

Town of Camden, Maine Town-wide Statistical Update of Assessment Values

2. Late Bids

Bids received after the stated deadline will not be accepted. Faxed bids, e-mailed bids, or bids not submitted in a sealed envelope will not be accepted.

B. SPECIFICATIONS

- Full valuation field review of all parcels;
- Update cost modeling;
- Mail I&E's to all applicable C&I properties;
- Residential and commercial analysis;
- Update all tables (building, land, OBXF, and income);
- Reconcile C&I Cost/Income;
- Review current delineation of neighborhoods;
- Mail Impact notices to all taxpayers;
- Residential and commercial valuation;
- Mail final notice of assessment to properties that had a meeting;
- Assessment manual.
- Conduct informal meetings with taxpayers to discuss their valuations;
- Mail final notice of assessment to property owners after above meetings.

1. Changes to Bid Specifications

The bid shall be based upon the bid specifications. Any changes by the bidder to the bid specifications, but deemed worthy of consideration by bidder may be introduced by a separate letter or attached to the bid, which shall state the cost comparison with specified bid specs and the reason(s) for the suggested substitution. The bidder shall understand that the attached letter describing the bid change may not be used in determining the low bid.

2. Date of Completion

July 15, 2017

C. TOWNS TERMS AND CONDITIONS

Each bidder will be presumed to have read and be thoroughly familiar with the bid documents. The failure or omission of any bidder to receive or examine any form, instrument, or document shall in no way relieve any bidder from all obligations in respect to their bid.

1. Exceptions to Bid

Submission of any bid indicates acceptance of the conditions contained in the RFB unless clearly and specifically noted otherwise in the bid.

The bidder shall, on a separate sheet of paper, include any exceptions to the conditions of the bid. The sheet shall be labeled "Exceptions to Bid Provisions" and shall be attached to the bid. If no exceptions are stated, it will be understood

**PROPOSED SCHEDULE
TOWN OF CAMDEN, MAINE
2017 STATISTICAL UPDATE**

<i>TASK</i>	<i>FROM</i>	<i>TO</i>
Contract Negotiations Complete	09/01/2016	
Project Startup, Staffing, and public information meetings	10/01/2016	11/01/2016
Final Deeds entered into the CAMA system by Assessor	04/03/2017	
Land Study and Building Cost	02/01/2017	05/01/2017
Market Data Study	03/01/2017	05/15/2017
Commercial Study of Market Rents, Expenses & Capitalization Factors	04/01/2017	05/15/2017
Field Review	04/01/2017	06/01/2017
Deliver Residential & Commercial Values to Assessor	06/07/2017	
Assessor review of values	06/07/2017	06/17/2017
Assessment hearing notices mailed	06/20/2017	
Informal Hearings	06/24/2017	07/07/2017
Project Completion	07/15/2017	

This proposed schedule can be modified to accommodate the needs of the Community.

VISION GOVERNMENT SOLUTIONS INC.
CORPORATE PROFILE

COMPANY

Since 1975, Vision Government Solutions, Inc. has been providing quality Appraisal Services and CAMA Software to assessing departments located throughout the United States. During this time, our company has grown to be the largest New England based provider of revaluation services and software and we now enjoy a reputation that is unmatched in our industry. Our appraisal staff is comprised of professionals that have significant industry experience. Our Senior Appraisal personnel average over 20 years of experience, yet all remain committed to continuing their appraisal education and adopting new and innovative appraisal techniques. We complement our strong employee experience by providing technologically advanced CAMA software and we support this software with a well-staffed and fully trained group of programmers, help desk specialists and appraisal experts. Our software is currently installed in over 450 assessing jurisdictions located throughout the United States and the District of Columbia with installations that range from 500 parcels to more than 1,000,000.

INNOVATION

Vision has observed our customer's changing needs and we have re-engineered our business practices and our software technology in order to meet these new requirements. Our company culture fosters innovation at all levels. Our current staff includes a diverse group of appraisal and information systems personnel dedicated to maximizing productivity through the use of technology. Our technology can support any size assessing department using smart client technology on a web centric architecture.

COMMITMENT

Our Corporate goal continues to be the refinement of the assessment administration process through the use of new technology and innovative management techniques. We have been successful in the past and we will continue to spend the necessary resources on research and development in the information systems field, as well as for the education of our employees to maintain our leadership role in the Appraisal and Assessing field throughout the United States.

SERVICES

At Vision, we combine the talents of experienced revaluation professionals, technical programmers and data conversion specialists on all new software implementations. By having our appraisal and technical people work with your staff, your decision makers gain a better understanding of the project and can make more informed decisions resulting in a higher level of satisfaction. Should your jurisdiction require assistance beyond the usual staff training, our appraisers can do anything from technical training, modeling training to completing a full revaluation. If you are looking to manage risk when switching CAMA software, Vision can supply the people that can speak to both the appraisers and the technical personnel.

Highlights of Advantages and Benefits of Vision Government Solutions

- Vision Government Solutions is a leading provider of parcel-based software and provides a broad range of services to Assessment Departments throughout Maine. To complement our revaluation services we also provide strong Public Relations programs and have an MAI to handle the revaluation of the specialty properties and also for Expert Defense of Values.
- Software installed in over 450 Assessing offices, including 51 in Maine.
- Vision has a staff of over 130 people of which over 60 are revaluation appraisal staff.
- Successfully completed more than 200 valuation projects throughout New England in the last five years utilizing the Vision software.
- Strong Quality Control Program from the Data Collection phase through the Field Review phase to insure proper property characteristics and uniformity of valuation methodology.

Why Select the Vision Team?

- We are proposing a highly qualified, experienced appraisal staff led by Mike Tarello. This team has a great attention to detail and will provide a quality revaluation product.
- We have strong customer references; not only for our revaluation services, software design, development, and implementation, but for *service and support after the project*. In fact, fifty percent of our clients have been with Vision for over twenty years.
- We possess the financial resources and requisite skills to successfully complete the project.
- We have been in the revaluation business since 1975 and therefore have *domain expertise* in all areas of ad valorem appraisal and software.
- We will provide a detailed public relations program for the project which will include the utilization of our web site to help guide the taxpayer in town through the entire revaluation project.
- Our team works exclusively on Appraisal Vision CAMA, giving Vision the most experienced staff utilizing the proposed CAMA system for the project.

FOR TOWN OFFICE USE

\$20 Fee Paid on: _____ New Application: _____ Renewal Application: _____ Present License Exp. Date: _____

NEW LICENSE EXPIRATION DATE AFTER SELECT BOARD APPROVAL: _____

TOWN OF CAMDEN
VICTUALER LICENSE APPLICATION FORM

Applicant's Name: KIPP WRIGHT
(Please list all applicants, if more than one) ELIZABETH O'CONNOR

Date(s) of Birth of all applicants: 4/8/68 10/1/70

Business Name: INDIANO ENTERPRISES, LLC

Business Location: dba ABIGAIL'S INN

Business Mailing Address: 8 HIGH ST., CAMDEN, ME 04843

11

Telephone Number: 207 236 2501

Describe briefly the food and drink services offered: BREAKFAST

1) On premise-meals served? Yes No Seating capacity? 10

2) Take-out service? Yes No Fast food? Yes No
Sit Down? Yes No

3) Number of parking spaces provided:
a) On-site 8 c) Leased off-site _____
b) Owned off-site _____ d) NA; Lawful nonconforming use _____ ("grandparented")

4) Has the number of seats in your eating establishment changed since the Town's last Victualer's License approval?
Yes _____ No If yes, please explain: _____

5) Have there been any changes in the operation of your eating establishment since the Town's last Victualer's License approval? (i.e. fast food to sit down; sit down to fast food, etc) Yes _____ No

6) Date of expiration of current State of Maine Human Services Eating License: 3/9/17
(Please attach a copy to this application, this certificate is issued from the State not the town)

7) Is your premises connected to an approved septic disposal system or the town's public sewer system?
Yes No

8) Has adequate provision been made for the storage and disposal of waste and garbage?
Yes No

- 9) If food is cooked on the premises, is there an approved vent from the cooking area to the outside? Yes No
- 10) Have you, as applicant, been convicted of a crime in the state of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five (5) years of the date of application? Yes No
- 11) Is there any formal charging instrument now pending against you in the state of Maine or any other jurisdiction for a crime which is punishable by one year or more of imprisonment or for any other crime allegedly committed by the applicant with the use of a dangerous weapon or of an offense involving use of a firearm against another person? Yes No
- 12) Have you, as applicant, been adjudicated to be an incapacitated person pursuant to state law or, if such adjudication has occurred, that designation has been removed by order under Title 18-A, M.R.S.A., Section 5-307(b)? Yes No
- 13) Have you, as applicant, been dishonorably discharged from the military forces within the past five (5) years? Yes No
- 14) Are you an illegal alien? Yes No
- 15) Have you had three or more convictions for crimes punishable by less than one year imprisonment within five (5) years of the date of this application? Yes No
- 16) Have you been adjudicated as having committed a juvenile offense pursuant to the laws of the state of Maine or any jurisdiction within five (5) years of the date of application? Yes No

The applicant shall contact the Camden Fire Department (236-7950) to schedule a Life Safety Code inspection as referenced in the Camden Fire Prevention and Protection Ordinance. This application will not be accepted until signed off by the Camden Fire Department verifying that this facility complies with the Camden Fire Prevention and Protection Ordinance.



 Signature of Camden Fire Department Inspector

31 August 2016

 Date



 Signature of Applicant

9/2/16

 Date

Please return the completed application to the Town Manager's Office on or before: _____ along with the appropriate license application fee (fee scheduled explained at the top of Page 1).

(Questions #9 - #15 pertain to Victualer Ordinance requirements. A copy of the full text of the Ordinance is available at the Town Clerk's Office.)

Approved by the Camden Select Board on _____, 201_____

=====

FOR CODE ENFORCEMENT & FIRE DEPARTMENT USE ONLY

- 1) Zone _____ 2) Tax Map _____ Lot _____ 3) Lot Size _____
- 2) Planning Board or Zoning Board approved restrictions or conditions: _____

- 4) Fire Chief's Annual Inspection (new and renewal applications) _____
Date of Fire Chief's Inspection: _____
- 5) Code Officer's Annual Inspection (new and renewal applications) _____
Code Officer's inspection of establishment (new applications) _____
Date of Code Officer's Inspection (if applicable): _____

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 6038

BED AND BREAKFAST 5 ROOMS OR LESS 4 Rooms8 Seats (in)

ABIGAILS INN
8 HIGH ST
CAMDEN ME 04843-1611

EXPIRES: 03/09/2017

FEE: \$100.00

WRIGHT, KIPP & O'CONNOR, ELIZABETH
ABIGAILS INN
8 HIGH ST
CAMDEN ME 04843-1611



Mary C. Mayhew
COMMISSIONER

NON-TRANSFERABLE

FOR TOWN OFFICE USE

Fee Schedule: (1 Bedroom = \$ 10.00; 2 or more bedrooms = \$ 10.00 plus \$1.00 for each bedroom in excess of one bedroom)

Amount of Fee Paid: _____ New Application: _____ Renewal Application: _____ Present License Exp. Date: _____

NEW LICENSE EXPIRATION DATE AFTER SELECT BOARD APPROVAL: _____

TOWN OF CAMDEN
LODGING ESTABLISHMENT APPLICATION FORM

Applicant's Name: KIPP WRIGHT

(Please list all Applicant's if more than one) ELIZABETH O'CONNOR

Date(s) of Birth of all applicants: 04/08/68 10/01/70

Business Name: ANDIAMO EASTERN PASSAGE LLC

Business Location: 8 HIGH ST., CAMDEN ME 04843

Business Mailing Address: 11

Telephone Number: 207 236 2501

1) Total number of bedrooms located within structures on your property: 8 (Including Owners & Staff)

2) Total number of bedrooms in #1 above which conform to one of these approved Zoning categories (enter quantity for rent.)

a) Homestay _____ b) Rooming House _____ c) Inn 4 d) Hotel or Motel _____

3) Has the number of rooms in your lodging establishment changed since the Town's last lodging license approval? Yes _____ No [checked] If yes, please explain _____

4) Has the operation of your lodging establishment changed since the Town's last lodging license approval? (i.e. increase or decrease in number of rooms; year-round to seasonal; seasonal to year-round, etc.) Yes _____ No [checked]

If yes, please explain: _____

5) Describe briefly any food and drink services offered: BREAKFAST

Number of parking spaces provided:

a) On-site 8 b) Owned off-site _____ c) Leased off-site _____ d) N/A; Lawful nonconforming _____ ("grandparented")

7) Date of expiration of current State of Maine Human Services Eating and Lodging License: 3/9/17
(Please attach a copy to this application, this certificate is issued from the State not the town)

- 8) Have you, as applicant, been convicted of a crime in the state of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five (5) years of the date of application? Yes _____ No
- 9) Is there any formal charging instrument now pending against you in the state of Maine or any other jurisdiction for a crime which is punishable by one year or more of imprisonment or for any other crime allegedly committed by the applicant with the use of a dangerous weapon or of an offense involving use of a firearm against another person? Yes _____ No
- 10) Have you, as applicant, been adjudicated to be an incapacitated person pursuant to state law or, if such adjudication has occurred, that designation has been removed by order under Title 18-A, M.R.S.A., Section 5-307(b)? Yes _____ No
- 11) Have you, as applicant, been dishonorably discharged from the military forces within the past five (5) years? Yes _____ No
- 12) Are you an illegal alien? Yes _____ No
- 13) Have you had three or more convictions for crimes punishable by less than one year imprisonment within five (5) years of the date of this application? Yes _____ No
- 14) Have you been adjudicated as having committed a juvenile offense pursuant to the laws of the state of Maine or any jurisdiction within five (5) years of the date of application? Yes _____ No

The applicant shall contact the Camden Fire Department (236-7950) to schedule a Life Safety Code inspection as referenced in the Camden Fire Prevention and Protection Ordinance. This application will not be accepted until signed off by the Camden Fire Department verifying that this facility complies with the Camden Fire Prevention and Protection Ordinance.

b) Verified quantity of Rooms.: a) Homestay _____ b) Rooming House _____ c) Inn _____
 d) Hotel or Motel _____

By _____ Date: _____

Signature of Camden Fire Department Inspector

Date

Signature of Applicant

Date

Please return the completed application to the Town Manager's Office on or before: _____ along with the appropriate license application fee (fee scheduled explained at the top of Page 1).

(Questions #8 - #14 pertain to Lodging Establishment Ordinance requirements. A copy of the full text of the Ordinance is available at the Town Clerk's Office.)

Approved by the Camden Select Board on _____, 201_____.



FOR CODE ENFORCEMENT / FIRE DEPARTMENT USE ONLY

- 1) Zone _____ 2) Tax Map _____ Lot _____ 3) Lot Size _____
- 2) Planning Board or Zoning Board approved restrictions or conditions: _____

- 3) Number of bedrooms' licensed by DHHS _____, Permitted by Camden _____,
- 4) Fire Chief's Annual Inspection (new and renewal applications) _____
Date of Fire Chief's Inspection: _____
- 5) Code Officer's Annual Inspection (new and renewal applications) _____
Date of Code Officer's Inspection: _____

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 6038

BED AND BREAKFAST 5 ROOMS OR LESS 4 Rooms8 Seats (in)

ABIGAILS INN
8 HIGH ST
CAMDEN ME 04843-1611

EXPIRES: 03/09/2017

FEE: \$100.00

WRIGHT, KIPP & O'CONNOR, ELIZABETH
ABIGAILS INN
8 HIGH ST
CAMDEN ME 04843-1611



Mary C. Mayhew
COMMISSIONER

NON-TRANSFERABLE

WARRANT AND NOTICE OF ELECTION CALLING
REGION 8 MID-COAST SCHOOL OF TECHNOLOGY REFERENDUM
(20-A M.R.S. §§8465, 1351-1354)

TO: Tori Manzi, a resident of Region 8 Mid-Coast School of Technology composed of the Towns of Appleton, Camden, Cushing, Friendship, Hope, North Haven, Owls Head, Rockport, South Thomaston, St. George, Thomaston, Union, Vinalhaven, Warren, and Washington, the City of Rockland, and Matinicus Isle Plantation in Knox County, State of Maine; and the Town of Waldoboro and Monhegan Island Plantation in Lincoln County, State of Maine; and the Towns of Islesboro and Lincolnville in Waldo County, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerk of the Town of Camden, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective municipal officers. The municipal officers shall meet forthwith and countersign this warrant and notice of election. The municipal officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

TOWN OF CAMDEN
REGION 8 MID-COAST SCHOOL OF TECHNOLOGY REFERENDUM
WARRANT AND NOTICE OF ELECTION

Knox County, ss.

State of Maine

TO: Randy Gagne, Constable of Camden: you are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

TO THE VOTERS OF CAMDEN:

You are hereby notified that a Region 8 Mid-Coast School of Technology referendum election will be held at Camden Public Safety Building, 31 Washington Street in the Town of Camden at 8:00 a.m. on Tuesday, November 8, 2016 for the purpose of determining the following referendum Question:

Question 1: Shall the Cooperative Board of the Region 8 Mid-Coast School of Technology ("Region 8") be authorized to issue bonds or notes in the name of Region 8 for a school construction project in an amount not to exceed \$25,000,000 to construct and equip a new career and technical school building and related facilities to be located at 1 Main Street in the City of Rockland and as part of that project, to demolish the existing school building?

The polls must be opened at 8:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Given under our hand this day, August 24, 2016 at Rockland, Maine.

Bob Duke
Bob Duke

Kristin Collins
Kristin Collins

Tori Manzi
Tori Manzi

Peter Orne
Peter Orne

John Gorham
John Gorham

William M. Pearce
William Pearce

Kimberly Appleby
Kimberly Appleby

Loren Andrews
Loren Andrews

Joanne Richards
Joanne Richards

Sherman Hoyt
Sherman Hoyt

Jerry White
Jerry White

Sara Andrews
Sara Andrews

Natasha Irving
Natasha Irving

Danny Jackson
Danny Jackson

Seth Hall
Seth Hall

A majority of the School Board of Region 8 Mid-Coast School of Technology

A true copy of the Warrant and Notice of Election,

attest: Tori Manzi
Tori Manzi
Resident of Region 8 Mid-Coast School of Technology

Countersigned this _____ day of _____, 2016 at Camden, Maine.

A majority of the municipal officers of the Town of Camden

A true copy of the Warrant and Notice of Election,

attest: _____
Katrina Oakes
Town Clerk, Town of Camden

RETURN

Knox County, ss.

State of Maine

TO: The School Board of Region 8 Mid-Coast School of Technology
_____, 2016

Pursuant to the within warrant and notice of election, directed to me, I have served in hand upon the municipal clerk of the Town of Camden, an attested copy of this warrant and notice of election, directing the municipal officers of said Town to call a Region 8 Mid-Coast School of Technology referendum at said time and place and for the purposes therein stated.

Tori Manzi
Resident of Region 8 Mid-Coast School of Technology

RETURN

Knox County, ss.

State of Maine

TO: The municipal officers of the Town of Camden

I certify that I have notified the voters of the Town of Camden of the time and place of the Region 8 Mid-Coast School of Technology referendum by posting an attested copy of the within warrant and notice of election as follows:

DATE	TIME	LOCATION OF POSTING
_____	_____	_____
_____	_____	_____
_____	_____	_____

being public and conspicuous places in said town and being at least seven days next prior to election day.

Dated at the Town of Camden: _____, 2016

Randy Gagne, Constable
Town of Camden, Maine