



**Town of Camden  
Special Select Board Meeting  
September 22, 2015 – 6:30 PM  
Washington Street Conference Room**

Select Board meetings are broadcast live on Time Warner Channel 22  
Select Board meetings are web streamed at [www.townhallstreams.com/locations/camden-me](http://www.townhallstreams.com/locations/camden-me)

**Board of Assessors**

1. Call to Order
2. Assessors Agent Report
3. Establish the 2015 Tax Commitment

Adjourn

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**Select Board**

Call to Order

1. Consideration and bid award for Wastewater Department sewerline camera inspection equipment
2. Request by Pop!Tech to use the Village Green on October 22 through 24
3. Discuss Energy Committee purpose and goals
4. Discuss disposition of tax acquired properties

Adjourn

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**➔ Next Meeting: Tues. October 6**

## Wastewater Department

Bid for sewer pipe inspection televiewing equipment

### CCTV Inspection Equipment Requirements

1. Equipment must fit in the existing van
2. Pan, tilt and zoom camera head
3. Optical zoom of at least 2X
4. Camera must be capable of inspecting a 6" relined pipe
5. Camera must be able to accept an auxiliary light system
6. Camera must have a built in sonde
7. Transporter must be self propelled
8. Transporter must have a backup camera
9. Software must be included that converts inspection data to an arcGIS file format
10. Software training must be included

**Budget funds: \$80,000**

### Bids

Equipment Manufacturer	Bid	Requirement Status
Aries	<b>\$72,326</b>	<b>Meets all requirements</b>
F. McDermott (Envirosight)	<b>\$87,022</b>	<b>Meets all requirements</b>
RapidView	<b>\$89,011</b>	<b>Did not meet requirements 3,9 and 10</b>



INDUSTRIES, INC.

Aries Industries, Inc.

550 Elizabeth St

Waukesha WI 53186

Phone: 262-896-7205

Fax: 262-896-7099

QUOTATION

No.: 11768

Page: 1 of 1

Quote To:

Town Of Camden Me  
20 Lions Ln  
Camden ME 04843-1535  
USA

Phone: 207-236-7955

Email:

Date: 9/4/2015

Valid Thru: 12/3/2015

Salesperson: John Kudis

Created By: Lisa Galke

Terms of Sale: FOB Dest PPD

Payment Terms: Net 30 Days

Ship Via: Best Way

US Dollars

Line	Part Number	Quantity	Description	Unit Price	Extended Price
1	CFG-Portable-00001059	1 EA	Aries Portable Pathfinder Including: ST3500 with internal overaly and DVR, PE3410 Camera , TR3300 Transporter Portable reel with 1000' of cable and manhole guide equipment	\$46,195.00	\$46,195.00
	<i>CFG-Portable-00001059</i>				
2	CFG-Seeker-00000799	1 EA	SK3200 Seeker Series Lateral Inspection System with on-screen footage & battery, flex section, spare parts kit, ST930 camera with flex-section	\$8,411.45	\$8,411.45
	<i>CFG-Seeker-00000799</i>				
3	Optional Interconnect cable	1 EA	Mainline interconnect cable	\$1,470.00	\$1,470.00
4	750010-SK	1 EA	Computer, Laptop and components This Kit Includes Pipetech Scan with GIS and Training	\$16,250.00	\$16,250.00

I accept the Terms and  
Conditions of this Quotation.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

PO #: \_\_\_\_\_

Signature: \_\_\_\_\_

Sub Total: \$72,326.45

\$0.00

Total: \$72,326.45

\*\*\* TOTAL SUBJECT TO CHANGE FOR TAXES AND FREIGHT \*\*\*

AI\_QuotFormUSDTotal

A restocking charge of 15% will apply to all unused returned parts

**David Bolstridge**

**From:** info@rapidview.com  
**Sent:** Monday, August 24, 2015 10:10 AM  
**To:** Thomas Graham; Tom Fiore  
**Subject:** RapidView, LLC: Quotation #17211

**RapidView, LLC**

1828 W Olson Rd  
Rochester IN 46975  
United States  
(800) 656-4225  
<http://www.rapidview.com>



**Quotation**

Date 8/24/2015  
Quotation # 17211  
Expires 9/23/2015  
Sales Rep Melton, James A  
Memo  
PO #

**Bill To**  
Tom Fiore  
C.N. Wood Co., INC.  
200 Merrimac Street  
Woburn MA 01801  
United States

**Ship To**  
Town of Camden  
20 Lions Lane  
PO Box 1207  
Camden ME 04843  
United States

Item #	Qty	Description	Condition	Rate	Amount
		DOES NOT INCLUDE-  - ON SITE FACTORY TRAINING  - LOGGING COMPUTER/SOFTWARE  - MONITOR  WILL INCLUDE DELIVERY***	New		
V0494018	1	ORION Zoom PAN & TILT CAMERA * Pan, Tilt and Zoom (3x digital) camera for 4" and up pipelines * May be used on tractor or pushrod * Auto-uprighting, LED Lighting and 33 kHz Transmitter for locate * New wide angle of view = 90° * High resolution and superior picture quality * Laser diameter, deformation, defect and object measurement (third party software required - not included)	New	17,950.00	17,950.00
V9052001	1	T66 Camera Tractor * For camera operation in pipelines 4" and larger * Zero turn radius, full steering with ATC (Automatic Tilt Compensation) * Incl. test adapter, tool set and lowering claw. * Includes 4", 6" and 8" wheelsets * REQUIRES Camera Connection (Sold Separately)	New	11,620.00	11,620.00
905200931	1	Camera Connection Type 2 * Standard straight connector for camera on T66	New	1,170.00	1,170.00
V0000165	1	KW180 Powered Cable Reel * Power rewind with automatic level wind * FB180 remote control pendant included * Requires vehicle installation * Holds 656' of mainline cable * Distance counter with rear display * OPTIONAL boom and work light (Sold Separately)	New	12,270.00	12,270.00
802007021	1	Swivel Boom for KW180	New	1,752.00	1,752.00
80016940	1	CAMERA CABLE TYPE 524/11 656 FEET	New	4,022.00	4,022.00

		* Terminated with connector for KW180 or KT180 Reels * High strength, 2000lb. pull, Kevlar reinforced			
V1974002	1	BS 3.5 CONTROLLER * Remote command and control center with touch screen color LCD panel * 19" Rack mount main control unit * Control of the camera and KRA functions with multi-functional joysticks * LCD Display for operating functions * For permanent vehicle installation * Data display generator with PC keyboard (included) * RS232 Interface for software integration	New	15,540.00	15,540.00
901601040	1	Pressure Test Set	New	455.00	455.00
904350020	1	Cable Deflection Pulley KUV 2.7 with rope and holder	New	650.00	650.00
905211031	1	Additional Weight for T66 * For 6" and up * Light and heavy weights included * Additional weight = additional traction = greater distance	New	672.00	672.00
902202191	1	Wheelset Adapters T76 to T66 / PANORAMO 150 Hub	New	735.00	735.00
900406691	1	High-Traction Tungsten Carbide Wheels for 8" and up * For use with T76 / T86 / PANO2 Tractors * Large Grit	New	1,325.00	1,325.00
905215991	1	High-Traction Tungsten Carbide Wheels for 6" and up * For use with T66 and PANO 150 Tractors * Large Grit	New	1,100.00	1,100.00
Subtotal			New		69,261.00
V0000330	1	MiniLite, Compact Push Camera with HYDRUS 2 Camera * HYDRUS camera included for 2-3/4" and up pipelines * Control Console with high resolution 10.4" monitor and keyboard * MPEG recording (SD and SDHC (max. 4GB) SD card not included) * 130 feet of Magic Pushrod on interchangeable coiler * Includes carrying case for controller * Please purchase toolkit for pushrod systems - 313206498 separately	New	19,750.00	19,750.00
Subtotal			New		19,750.00
V9044001	1	<del>T76 TRACTOR * Mainline tractor for use in pipelines 5" and up * Zero turn radius, full steering with ATC (Automatic Tilt Compensation) * Includes lowering claw, toolset and 5"/6"/8"/10" wheelsets * T76 can be used as the chassis for the LISY 3 Extension * Requires the (904020021) Camera Base module for normal mainline operations * Add the Remote Elevator (904116031) to help in larger pipelines</del>	New	<del>20,495.00</del>	<del>20,495.00</del>
904020021	1	<del>Camera Base Module for T76/86 Tractor * Required for operation of T76/86 as mainline tractor * Includes integrated transmitter for location.</del>	New	<del>3,910.00</del>	<del>3,910.00</del>
904116031	1	<del>Remote Elevator for T76/86 * Raises the camera to allow centering in pipeline * Lifts camera above water line in pipes with flow</del>	New	<del>6,720.00</del>	<del>6,720.00</del>
Subtotal			New		<del>31,125.00</del>
				<b>Total</b>	<b>\$120,136.00</b>

\$89,011

[Terms & Conditions \(click to follow link\)](#)

Prices above do not include shipping, packaging, or handling unless specifically noted. Quotation are valid 30 days from the date of the quotation unless noted above. All prices are subject to change. Delivery times vary. If you have any questions concerning this quotation, please contact your sales representative for clarifications.

# J. F. McDERMOTT CORP.

1235 AUBURN ST  
WHITMAN, MA 02382  
508-580-7740  
FAX 508-580-7747

Email: [mattkennedy02132@yahoo.com](mailto:mattkennedy02132@yahoo.com)

June 12, 2015

David Bolstridge  
Camden WWTF  
20 Lions Ln.  
Camden, ME 04843  
Tel. 207-236-7955

Dear David,

The pricing you requested is as follows:

1) Rover X camera system (standard equipment)	\$70,000.00
<del>1) Lateral Launch System</del>	<del>\$75,000.00</del>
<del>1) Elevator kit for Rover X</del>	<del>\$12,000.00</del>
1) Auxiliary Lights with back eye camera	\$3,000.00
4) XL rubber wheels	\$1,316.00
4) Blue PVC/aggressive wheels	\$1,305.80
1) Wincan Software w/ GIS	\$7,500.00
1) Wincan training	\$3,000.00
1) Equipment training	\$900.00
	<del>\$174,021.80</del>
	PLUS SHIPPING

*\$87,022*

Thank you for your interest in our product line.

Please call if we can be of further assistance. Also add 5% if goes into 2016.

Regards,

Matthew Kennedy

Town of Camden  
Village Green Application for Permission to Use

The purpose of this application form is to aid in the application and review process. However, it is not designed to cover every possible circumstance. The Select Board may require additional information in order to approve an application.

Application Date 9/20/2015 (must be filed at least 15 calendar days prior to the event)  
 Name of Entity requesting permission PopTech  
 Type of Entity (non-profit, political, etc.) non profit  
 Contact Person Ultha Pildemann Connection with the event President of org  
 Address 21 Elm St Camden ME PO Box 1405 Camden 04843  
 Phone 207 402 9012 Email Ultha@poptech.org  
 Event Date Oct 21-24 Event Time and Duration afternoon  
 Event Purpose Open access to special music reprogramming - community enjoyment with international musicians.

1. Will there be entertainment or a speaker?  YES  NO. If so, describe: Musicians will invite community members to create music.
2. Will food and/or beverages be served?  YES  NO. If so, describe: \_\_\_\_\_
3. Please describe any other activities taking place during the event: N Square Exhibit at Camden Library, Virtual Reality films & hack-a-thons with Facebook social food kam, Demo rides of Copenhagen wheel bike.
4. Will there be supplemental illumination or other electrical equipment?  YES  NO. If so, describe the items and power source: Power to tent for computer equip and sound board (see attached)
5. Will there be signage?  YES  NO. If so, describe form and content: In tent
6. What provisions will be made to handle litter or refuse from the event? We ask that town make receptacles avail nearby. We will have a volunteer check area at close every afternoon
7. What, if any, liability insurance will the requesting entity be carrying for the event? PopTech carries full liability insurance.
8. Are there any structures, tents, booths, tables, or other large objects planned as part of the event?  
 YES  NO  If so, describe the size, material, location, use, and method (if any) by which they are fixed in place and how long they will be in place before and after the event.  
Tent - installed on Wed 10/21 and removed Saturday 10/24

Draw your plan on the map on the Letter of Agreement page.

**(\*) Note!** Supplemental Information Attached to this Application

The Select Board grants permission for the above named Entity to hold the above named Event on the Town of Camden Village Green on the above named Date.

Select Board Chair Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Entity Representative Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name \_\_\_\_\_

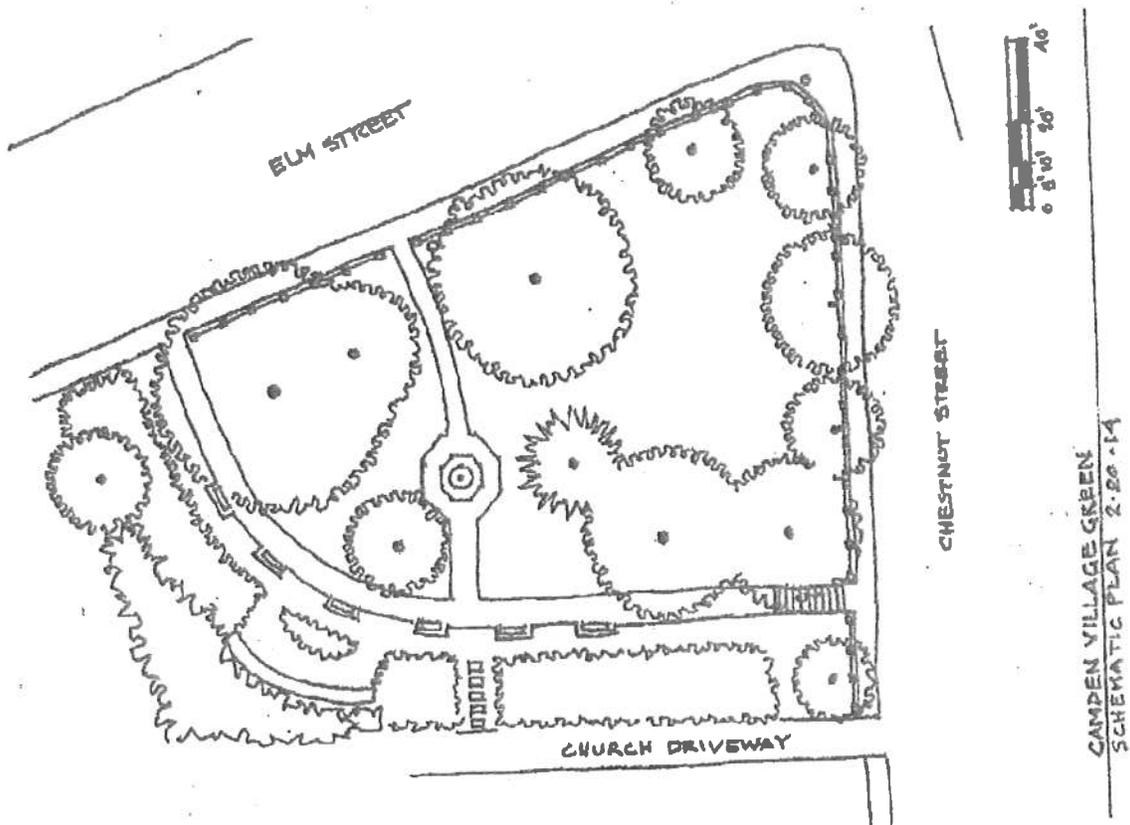
Town of Camden Village Green  
Letter of Agreement

This letter must be signed by the requesting Entity's representative for a complete application.

The undersigned, as organizer of an event to be held on 10-21-24/15 (insert date) on the Town of Camden Village Green, agrees to be responsible for assuring:

1. That the Village Green remains open to the public at all times during the event;
2. That no commercial activity takes place during the event;
3. That the Town is reimbursed for the cost of repairing damage to the grounds and plantings and/or the cost of cleanup due to the event;
4. That all other requirements stipulated in the "Town of Camden Village Green Policy and Use Guidelines" are honored.

Signed \_\_\_\_\_ Date Sept 20 2015  
Printed Name Debra Filcurman



Tent will be set-up near access to power supply.



PopTech 2015:Hybrid

PopTech U Comes to Camden

Open Access: Community Immersion Opportunities

October 22-24, 2015

PopTech, the 19-year old non-profit organization founded in Camden, has deep expertise in creating gatherings that foster partnerships and provide unique learning experiences. Over the last ten years the organization has hosted a number of programs in the U.S. and abroad, exposing citizens of various communities to the wonderful talent that surrounds the organization.

This year PopTech has planned a number of opportunities for the greater mid-coast community to participate in elements of its annual conference. These programmatic offerings reflect our commitment to the Camden community and reflect the goodwill of many of the companies and organizations that collaborate with PopTech throughout the year. A summary of community access events is listed below.

#### **Street Music Studios on the Camden Village Green**

A centerpiece of PopTech's 19<sup>th</sup> annual conference will be the production of a series of street music studios that provide unique learning, cultural exchange and engagement opportunities for the entire Camden community.

The street studios are the collaborative brainchild of [PopTech](#) and [Found Sound Nation](#), a collective of musicians and artists who leverage the unique power of creative sound-making to help build strong, just, healthy communities. The program is a rich global blend of musical styles that includes a [Balkan vocalist, a Serbian/Romanian accordionist](#), a [Russian beatboxer](#) and a [Kenyan hip-hop artist](#). Together, these artists have made tremendous contributions to communities around the world through their commitment to promoting community, peace and diplomacy through music.

Street Studios will be held under a tent in the Camden village green across from the Opera House. Studios are scheduled on each day of the conference and open to all residents of Camden and surrounding communities. The program will be promoted through local arts groups and area schools, as well as in press releases leading up to the event

### Library Exhibit by N Square Initiative

A new initiative sponsored by the John D. and Catherine T. MacArthur Foundation, the Carnegie Corporation of New York, Ploughshares Fund, the William and Flora Hewlett Foundation, and Skoll Global Threats Fund, the N Square Initiative (<http://www.nsquarecollaborative.org>) was created to catalyze innovation that moves the world toward nuclear disarmament while improving global safety and security in the meantime. Since 1981, Ploughshares Fund has led and invested in initiatives to reduce and ultimately eliminate the world's nuclear threats and to promote stability in regions of conflict.

N Square is installing a museum quality exhibit in the reading room of the Camden Public Library. The exhibit provides a fascinating and moving tour of the history of atomic weapon development, deployment and efforts to curtail ongoing proliferation of these tools of warfare. Interactive elements of the exhibit are designed to foster reflection, engagement and educational value. This event is co-hosted by PopTech, the Camden Public Library and N Square. A communications plan is being developed to share news of the exhibit with state leaders, university programs and public school systems. The exhibit will be open to the public throughout the week of PopTech.

**Facebook Virtual Reality for Good:** Using Oculus Rift gaming technology and virtual reality films, participants will take virtual journeys with former President Bill Clinton to a number of locations across Africa for an insider view of high impact change projects that are making the world a better place. Special interactive sessions will allow participants to engage with session hosts.

In addition, PopTech is in the process of finalizing plans for a series of hack-a-thons that invite the community in for brainstorming around global challenges such as climate change. We are hoping to set up special sessions for area school children – providing a unique experience for area youth and young adults. The ability to finalize this programming component is dependent on access to space adjacent to the Opera House. We are working with two property owners in an attempt to make this offering a reality.

### **Copenhagen Wheel Demos:** (<https://superpedestrian.com>)

The Copenhagen Wheel transforms the average bicycle into a smart electric hybrid, quickly and easily. The Wheel contains a motor, batteries, multiple sensors, wireless connectivity, and an embedded control system. Test rides will be available to the community throughout the PopTech conference with an informative informational exhibit.

# Town of Camden Energy Committee

## Sec. 1 Establishment

There is hereby reestablished an Energy Committee, comprised of at least 7 members appointed by the Camden Select Board and up to two alternates, who may be students. Members will be appointed to 3 year terms, alternates will be appointed to 1-year terms.

Members. The Committee shall be comprised of people who are knowledgeable about energy-related issues and energy conservation. Sectors of the community to be represented in the Committee include: residents, business owners, schools, and others with specific knowledge or background that will be helpful in accomplishing the committee's work.

Liaison. In addition to the members above, the Select Board shall appoint a member of the Select Board to serve as the committee liaison. The Committee will be staffed by the Camden Town Manager or designee(s).

Procedures. The Committee will elect one of its members as Chair annually. The Committee will set the date and time of its regular meeting schedule. All meetings of the Committee shall be open to the public. The Committee will post its meeting agendas on the municipal web site calendar at least 5 days prior to the meeting. The Committee will keep minutes of its meetings. The Committee may establish other procedures as necessary to conduct its business.

## Sec. 2 Purpose

The purpose of the Energy Committee is to advise the Select Board about opportunities to reduce Camden's electrical and fossil fuel usage and carbon emissions, to promote energy conservation, promote the use of renewable energy resources, and to be an information resource for the community regarding energy-related issues. This work includes:

1. Researching and recommending strategies, policies and projects to the Select Board that will achieve energy conservation.
2. Researching and recommending strategies, policies and projects regarding opportunities to use alternative energy sources.
3. Public information, education and outreach regarding energy conservation and alternatives.

Approved by the Camden Select Board \_\_\_\_\_, 2015

**From:** Dorie Klein [mailto:dorieklein1@gmail.com]

**Sent:** Monday, September 21, 2015 8:11 PM

**To:** Dorie Klein

**Cc:** Martin Cates; John R. French Jr.; James Heard; Lenord Lookner; Donald A. White, Jr.; Patricia Finnigan

**Subject:** Town of Camden, Maine Committee Member minimum requirements

Dear Camden Select Board Members,

Please read the attached letter, make comments or discuss the issues, and vote if you feel it is appropriate.

Many thanks,

Dorie Klein  
Camden, Maine

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September 21, 2015

Camden Select Board Members:

Martin Cates

John French

Jim Heard

Leonard Lookner

Don White

Camden Town Manager:

Pat Finnigan

*Re: Town of Camden, Maine Committee Member minimum requirements*

Dear Respected Camden Select Board Members, and Town Manager Pat Finnigan:

On September 14, 2015, I submitted a letter regarding Committee Member minimum requirements. Chairman John French asked Dana Strout to read the letter into the record since I was unable to attend that meeting.

No comments or discussion or vote followed. Would the Select Board please consider these important topics, make comments and discuss them, and perhaps vote?

1: As a tax paying resident of Camden, I feel it is prudent that the Select Board require Members on our Town Committees to also be residents of Camden. Residency could be determined by one's primary address. Does the Select Board agree or disagree?

2: Although participation by anyone and everyone should be encouraged on Town Committees, does the Select Board agree or disagree that only those Members of voting age (18) be permitted to vote on Town Committee issues? Additionally, if the minimum age of 18 is not chosen for Members to vote on our Committees, what minimum age is appropriate? 17, 16, 15, 14 or younger?

These minimum requirements are very important to those who value Members' service because they serve as Advisors to you, our Governing Board.

Sincerely,  
Dorie Klein  
Camden, Maine  
230-4869

**Tax-acquired Properties:**

<u>Acct. #</u>		<u>Location</u>	<u>Assessed Value</u>
2644	Foreclosed FY 2010	6 Gosses Hill Rd	\$66,200
			1.6 acres
			Zone RU-2

*Estimated taxes owed: \$6,100*  
*Note: dilapidated building needs to be removed*

3032	Foreclosed FY 2009	178 Chestnut Street	\$8,300
			.04 acres
			Zone: CR

*Estimated taxes owed: \$900*

2443	Foreclosed FY 2009	0 Belfast Rd	\$40,200
			11.3 acres
			Zone: CR

*Estimated taxes owed: \$4,100*

**TOWN OF CAMDEN  
POLICY FOR THE DISPOSITION OF TAX-ACQUIRED PROPERTY**

**Article 1 General**

**1.1** The purpose of this policy is to establish procedures for the management, administration and disposition of real property acquired by the Town of Camden by reason of non-payment of taxes in accordance with Title 36 M.R.S.A. Sections 942 and 943, or by reason of non-payment of sewer use charges in accordance with Title 30-A M.R.S.A. Section 3406, as amended. Nothing in this policy shall be interpreted to give substantive or procedural rights to owners of properties forfeited for non-payment of taxes in addition to those afforded by statute.

**Article 2 Management of Tax-Acquired Property Pending Final Disposition**

**2.1** Following the foreclosure of a tax or sewer lien pursuant to the statutes referenced in Article I, the Treasurer shall notify the last known owner of record, in writing, that the Town has taken title to the property through the automatic foreclosure process. The notification shall include a copy of this Policy, and shall advise the last known owner of record that the real property will be disposed of in accordance with this Policy.

**2.2** Upon the Town's acquisition of any property through the automatic foreclosure process, the Treasurer shall promptly forward information regarding the property to the Select Board. Based on information readily available, this list shall appropriately identify the properties as:

- a. Owner-occupied
- b. Non-owner occupied
- c. Vacant Land
- d. Commercial/Industrial

**2.3** The responsibility for the management of tax-acquired property rests with the Select Board. Upon notification of any foreclosure, the Select Board, working with the Town Manager, shall:

- a. Determine in light of potential liability inherent in owning the property whether the Town's best interest would be best served by immediately disposing of the property. In the event the Board deems immediate disposal to be advisable, it may proceed in the manner and timeframe it deems appropriate to best serve the Town's interests.
- b. For any owner-occupied residential property which the Town does not intend to retain, the Town shall as a primary action offer to convey title to the property to the prior owner or owners of the property in exchange for the payment of all taxes, interest and fees then owed, including any legal fees incurred by the Town. The Select Board shall have discretion to charge a greater or lesser amount for redemption of the property if that is determined to be in the Town's best interest. Any offer to convey property to the former owner shall contain a date on which the offer will expire, and the Board shall proceed

with disposing the property according to this Policy upon expiration of the offer.

- c. For all properties, the Board shall determine and order the Town Manager to obtain, if necessary, insurance in the amount required to protect the Town's interest in the property and to protect the Town from liability.
- d. For all properties, the Board shall determine if and when any occupants of tax-acquired property shall be required to vacate the property.

**2.4** In the event the property is vacated for sixty (60) consecutive days, the Town Manager shall obtain liability coverage for the property.

### **Article 3 Review of Tax-Acquired Properties**

**3.1** Any interested Department or Committee may make recommendations to the Town Manager regarding the disposition of tax-acquired property within thirty (30) days of the Select Board's receipt of the list of tax-acquired properties from the Town Treasurer, or for owner-occupied residential properties, within thirty (30) days of the expiration of any offer to convey to the former owner.

**3.2** The Town Manager shall coordinate and summarize the recommendations for each acquired property for presentation to the Select Board. The Town Manager shall forward the recommendations to the Select Board, which shall make the final determination regarding the disposition of tax-acquired property. The Select Board shall also determine the conditions, if any, for sales of tax-acquired property.

### **Article 4 Property to be Retained**

**4.1** If the Select Board deems it to be in the Town's best interest, it may order that tax-acquired property be retained by the Town for a specific purpose. By way of example, but not limitation, the Select Board may deem it to be in the Town's best interest to retain the property where:

- a. the property has or will have recreational value or economic value to the Town; or
- b. the property has or will have potential use as a public facility or as an addition to a public facility.

**4.2** If the property is to be retained, the Select Board may pursue an action for equitable relief in accordance with the provisions of Title 36 M.R.S.A. Section 946, if desirable, to obtain clear title to the property.

**4.3** The Select Board shall cause the tax-acquired property retained to be managed and insured as it would other municipal property.

**4.4** The Select Board may initiate legal action, if necessary, to remove the prior owners or occupants from tax-acquired property.

## **Article 5 Property to be Sold**

**5.1** For those tax-acquired properties which the Select Board determines should be sold, the Select Board shall determine the method of sale, by considering factors including, but not limited to relative difficulty of the process, amount of interest in the property, value of the property, interest in remedying zoning concerns (e.g. by sale to abutters or sale with remediation conditions), or public benefit. Methods may include but are not limited to brokerage sale, negotiated sale, or public bid process.

**5.2** If the public bid process is to be used, the Town Manager shall cause to be published advanced notice of the sale of the tax-acquired property in a local newspaper. The notice shall also be posted in a conspicuous place within the Municipal Building. The notice shall also be sent to the person from whom the property was acquired and the property owners whose property immediately abuts the property to be sold; provided, however, that failure to receive the notice by either the prior owners or abutters shall not invalidate the sale. The notice shall specify the time and date bids are due, the general terms and conditions of the sale and information useful to prospective bidders.

**5.3** All bids shall be submitted on forms prescribed by the Town Manager in an envelope clearly marked "Property Bid," and accompanied by a cashier's or certified check equal to the bid deposit. Bids shall be publicly opened and read on the date and at the time specified under the terms of the sale.

**5.4** The Town Manager shall review all bids and make recommendations to the Select Board. The Select Board shall determine the successful bidder. Except where the Select Board determine that considerations other than price shall control as provided in Section 5.5 below, bids shall be awarded to the highest bidder who can close in cash within 30 days.

**5.5** The Town reserves the right to reject any and all bids or to waive any of the requirements of this Policy should the Select Board, in its sole determination, judge such actions to be in the best interest of the Town. Instances where this right may be invoked include, but are not limited to:

- a.** The Select Board may wish to sell the property to an abutting property owner rather than the highest bidder;
- b.** The Select Board may determine a use other than the use proposed by the highest bidder that is in the best interests of the Town; or
- c.** The Select Board may determine that due to the nature or value of the property, the cash sale or 30-day close provisions of this Policy are not practical.

**5.6** Should the Select Board reject all bids, the property may again be offered for sale using any of the methods provided for in Section 5.1.

**5.7** Should the bidder fail to complete the terms of the sale, the Town shall retain the bid deposit. The Select Board may thereafter offer the property to the next highest or most acceptable bid, if the Select Board determines that such an offer is in the best interest of the Town.

**5.8** Title to tax-acquired property shall be transferred only by means of a Municipal Quitclaim Deed. The description in the deed shall match that in the corresponding tax lien certificate.

**5.9** Unless the property is vacant at the time of sale, the successful bidder shall be responsible for the process and expenses of removing occupants and contents from the property in a manner according to law, including the law regarding disposition of personal property.

**5.10** The proceeds of the sale shall be distributed in the following manner to the extent that funds are received from the sale. First, all taxes, interest, and costs under the tax lien process shall be paid to the Town, including all costs incident to the sale of the property. Second, all outstanding, assessments or other lawful charges incurred by the Town in providing services to the property shall be paid. Third, any balance shall be placed into unallocated surplus. No surplus funds shall be due or paid to the former owner.

**Article 6 Special Exceptions**

**6.1** The Select Board has the right to waive any and all of the requirements of this policy in special circumstances, as deemed necessary, by an affirmative vote of four (4) or more Select Board members.

Adopted by the Town of Camden Select Board

Date: \_\_\_\_\_

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