

## **FRANKLIN COUNTY COMMISSIONERS MEETING AGENDA**

**LOCATION:** Franklin County Commissioners Conference Room 2<sup>nd</sup> Floor

**DATE AND TIME:** February 20, 2024 @ 10:00 AM

**The Franklin County Commissioners' meetings are open to the public.** This meeting is also available virtually via Video Conferencing, Cloud Phone, Webinars, Chat, Virtual Events | Zoom. Here is the meeting ID# 492 510 0482 passcode 030621.

### **APPOINTMENTS:**

### **NEW BUSINESS:**

- 1. Clerk's Report**
- 2. Treasurer's Report**
- 3. Sheriff's Office Secretary Job Description**
- 4. Bookkeeper: Approval to Hire**
- 5. Teague Memorial Centennial Celebration**
- 6. Retirement Plan-Vendor Change**
- 7. Blue Star Accounting & Advising Agreement**
- 8. Set hearing for March 5<sup>th</sup> for NCEU grievance**

### **OLD BUSINESS:**

- 1. Update on Security for Courthouse**
- 2. LUPC Update**

### **MISCELLANEOUS:**

**Executive Session 1 MRSA 405 (6) (A) Personnel Matter: Union grievance**

### **WARRANTS:**

### **ADJOURNMENT:**

## County Commissioners Meeting

### Agenda Discussion and Analysis

February 20, 2024

#### Agenda Item: Clerks Report

**Comments:** The minutes for the February 6, 2024, Commissioners meeting are enclosed in your packet for your review. Please let us know if you see any errors or have made any changes.

- **Orbeton Stream bridge in Madrid general weight restriction posting has been lifted.**
- **SO and Jail each had a minor vehicle accident this week. Damages to one truck and the transport van. Claims have been submitted.**
- **RFQ for engineering services for the Orbeton Stream bridge repair has been posted. Bids are due back on March 28, 2024.**
- **Mike Pond stated he was going to post roads following a conversation on Friday, February 9<sup>th</sup>.**

**Recommendation: Motion:** Accept the minutes from the February 6, 2024, Franklin County Commissioner's meeting as complete and accurate.

#### Agenda Item: Sheriff's Office Secretary Job Description

**Comments:** The county has received an official notice of retirement from the Sheriff's office Secretary. In preparation for the employees' departure, HR has worked with the Administration to update the job description for the position. Upon approval of the updated job description, the Administration would like to begin recruiting to allow time for proper training of a new staff person.

**Recommendation: Motion: None**

#### Agenda Item: Bookkeeper: Approval to Hire

**Comments:** We received 13 applications for Bookkeeper. The panel consisting of Amy Bernard, David St. Laurent, Pamela Prodan, and Jamie Sullivan interviewed three of six applicants with the desired skillset. Of those three, the panel unanimously agreed that Brenda Bitle of Farmington was the best fit for the position. She comes with 8 years of military leadership experience and 1 year of data entry. Brenda is currently working on her Bachelor in Business Administration and has taken 4 courses in accounting and payroll. She is set to finish in September. HR contacted her references, and they were impressive reviews. We recommend hiring Brenda Bitle for the position of Bookkeeper.

**Recommendation: Motion: Approve the hiring of Brenda Bitle as Bookkeeper for the county.**

**Old Business:**

**Courthouse Security:** Received two quotes for courthouse security, one for 5 years at \$75,570.38 and one for 10 years at \$103,657.78. The metal detector is a stand-alone quote at \$23,202.21. This is state-of-the-art equipment used for schools and law enforcement agencies and includes the state-discounted rate. We received an earlier quote for Seacoast Security with low-quality equipment. The quote was approximately \$38,000. IT and Facilities are present for questions.

**Recommendation: Motion: None**

**LUPC:** The LUPC confirmed Tom Dubois at the meeting on Wednesday, February 14, 2024. Bob will comment on this item.

## Franklin County Position Description

**Position Title:** Secretary

**Department:** Sheriff's Dept.

**FLSA Status:** Nonexempt

**Reports to:** Chief Deputy

**Effective Date:** 02/20/2024

### **Job Summary:**

*Under the general supervision of the Chief Deputy, responsible for providing secretarial duties related to the processing and filing of reports in the department along with administrative/clerical duties.*

### **Essential Job Functions:**

- Maintains inventory of office supplies and orders supplies following established procedures
- Contact maintenance companies when necessary to ensure office machines are in proper working order.
- Ensures accurate and timely processing of reports, summonses, and traffic tickets; makes copies for distribution to District Court.
- Responsible for tracking pleas, judge's orders, and/or sentences at court arraignments.
- Processes requests for copies of reports.
- Ensures Deputies have the necessary paperwork, as needed.
- Type letters, memos, certificates, and reports for the Sheriff and Chief Deputy.
- Maintains up-to-date training records for Deputies.
- Ensures that Deputies are in court at appointment times and in possession of all required paperwork.
- Submits fingerprint cards to the State Bureau of Investigation.
- Reviews and clears error codes in the records management system
- Enters dispositions from court cases
- Retrieves administrative reports from the computer system.
- Maintains accurate and secure records.
- Runs errands for the office, including purchasing office stamps and mailing packages.
- Answers and routes incoming telephone calls, taking messages, giving information, or directing calls to appropriate staff

- Serves as receptionist for the lobby area.
- Generates and distributes state-mandated reports.
- Responsible for registering sex offenders who live in Franklin County with the State of Maine.

**Other Duties and Responsibilities:**

- Promotes and maintains responsive community relations.
- Performs other duties as required.

**Required Knowledge/Skills/Abilities:**

- Ability to maintain accurate and up-to-date records and reports.
- Knowledge of legal terminology preferred.
- Considerable knowledge of business English, grammatical construction, spelling, punctuation, and vocabulary, and the ability to compose routine letters.
- Strong organizational skills.
- Knowledge of legal practices, procedures, and the Maine criminal justice system.
- Ability to maintain confidentiality in all assignments and duties.
- Ability to communicate effectively both verbally and in writing
- *Ability to multitask and be flexible when necessary*

**Education and Experience:**

- *Duties require knowledge of legal secretarial skills equivalent to completion of an Associate's degree and one to three years of related experience, or equivalent combination of education and experience.*
- *Must possess valid State of Maine driver's license.*
- *Thorough knowledge of modern office practices, procedures, and equipment, including the use of computers.*

Physical Requirements:	Percentage of Work Time Spent on Activity			
	0-24	25-49	50-74	75-100
<i>Seeing: Must be able to read computer screens and reports.</i>				<b>x</b>
<i>Hearing: Must be able to hear well enough to receive calls and radio communication.</i>				<b>x</b>
<i>Standing/Walking: Must be able to move about the department.</i>		<b>x</b>		
<i>Fingering/Grasping/Feeling: Must be able to type and use technical sources.</i>				<b>x</b>
<i>Lifting/Pulling/Pushing: Must be able to lift up to 25 pounds.</i>	<b>x</b>			
<i>Climbing/Stooping/Kneeling: Must be able to stoop or kneel to pick up paper products or directories.</i>	<b>x</b>			

*Working Conditions: Normal working conditions absent extreme factors.*

*Note: The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

*This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.*

*Approval Signatures:*

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Commissioner Brann

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Commissioner Harvell

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Commissioner Carlton

## Tiffany Baker

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**From:** Amy Bernard  
**Sent:** Tuesday, February 13, 2024 3:39 PM  
**To:** Tiffany Baker  
**Subject:** FW: FCC agenda request AL Post 28

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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**From:** Sue Pratt <SPratt@franklincountymaine.gov>  
**Sent:** Tuesday, January 23, 2024 5:15 PM  
**To:** Amy Bernard <ABernard@franklincountymaine.gov>  
**Subject:** Fw: FCC agenda request AL Post 28

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**From:** Andrew Goodridge <[andrew.goodridge1@gmail.com](mailto:andrew.goodridge1@gmail.com)>  
**Sent:** Tuesday, January 23, 2024 3:04 PM  
**To:** Sue Pratt; [tbarker@franklincountymaine.gov](mailto:tbarker@franklincountymaine.gov)  
**Subject:** Fwd: FCC agenda request AL Post 28

Good afternoon,

On behalf of Roderick-Crosby Post 28, I kindly request placement on an upcoming FCC meeting agenda, either February 6th or February 20th. The topic is the 100th Anniversary of the Teague WWI Memorial Arch program regarding a proposed time capsule and placement and funding. Members of the Mt Blue Area Garden Club will attend as well.

As a note, I am resending this request as I received email kickbacks when sent last week. Sorry for any duplication.

Best regards,

Drew



**AMERICAN  
LEGION**

Roderick-Crosby Post 28  
Post Office Box 648  
Farmington, ME 04938



January 15, 2024

Commissioner Bob Carlton  
140 Main Street  
Farmington, Maine 04938

Dear Commissioner Carlton,

On behalf of Post Commander Stephan Bunker, I cordially invite you to attend the 100<sup>th</sup> Anniversary of the Teague WWI Memorial Arch program hosted by American Legion Roderick-Crosby Post 28, Farmington, ME. The program is scheduled for Memorial Day, May 27, 2024, beginning at 10 am at the Memorial Arch on North Main Street in Farmington. Our American Legion post was present at the monument unveiling in 1924. In successive years thereafter, Post 28 Legionnaires have offered a public observance ceremony at this memorial.

Our Memorial Day 2024 program will honor the fallen servicemembers in our county whilst recognizing the history of the Memorial Arch, showcase the renovation effort and look to the future with a proposed time capsule. At 11 am, the program moves to Meetinghouse Park across from the courthouse for a short public observance. Wreaths will be laid at each location.

Please find enclosed with this letter the evolving Memorial Day program. If your schedule allows for you to attend our program, please contact me by May 1, 2024, via email, [andrew.goodridge1@gmail.com](mailto:andrew.goodridge1@gmail.com), or mobile telephone at 207.333.1022.

Sincerely,

A handwritten signature in black ink, appearing to read "Drew Goodridge".

Drew Goodridge, Adjutant

Encl: Memorial Day 2024 Program



Roderick-Crosby Post 28  
Post Office Box 648  
Farmington, ME 04938



## Teague WWI Memorial Arch 100<sup>th</sup> Anniversary Memorial Day 2024 Program *DRAFT*

### 10:00 am | Teague WWI Memorial Arch (North Main St)

- Legion Color Guard presents Colors
- Chaplain Langdon Adams offers prayer
- Singing of National Anthem
- Commander Stephan Bunker opening remarks
- Glenn Miller, No Higher Service
- Historical Society representative, time capsule remarks
- *Guest Speakers (TBD)*
- Commander Stephan Bunker orders preparation for wreath laying
- Wreath laying by designated veterans/Scouts
- TAPS (Bugler Paul Harnden)
- Retire the Colors and formally proceed to Meetinghouse Park

### 11:15 am | Meetinghouse Park (across from courthouse)

- Legion Color Guard presents Colors
- Chaplain Langdon Adams offers prayer
- Commander Stephan Bunker remarks
- Wreath laying by designated veterans/Scouts
  - Civil War memorial
  - WWII Honor Roll
  - Modern Wars memorial
- TAPS (Bugler Paul Harnden)
- Retire the Colors

### 11:30 am | American Legion Roderick-Crosby Post 28 Chicken BBQ fundraiser (location TBD)

**AMERICAN  
LEGION**

Roderick-Crosby Post 28  
Post Office Box 648  
Farmington, ME 04938



January 15, 2024

Commissioner Lance Harvell  
140 Main Street  
Farmington, Maine 04938

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Please find enclosed with this letter the evolving Memorial Day program. If your schedule allows for you to attend our program, please contact me by May 1, 2024, via email, [andrew.goodridge1@gmail.com](mailto:andrew.goodridge1@gmail.com), or mobile telephone at 207.333.1022.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Goodridge", written over a large, stylized signature line.

Drew Goodridge, Adjutant

Encl: Memorial Day 2024 Program



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# Nationwide®

January 16, 2024

IIS Financial Services  
Attn: David Hanson  
707 Sable Oaks Dr, Suite 203  
South Portland, ME 04106

Re: Franklin County (ME) – 457(b)/401(a) Pricing Inquiry

Mr. Hanson,

Nationwide appreciates the opportunity to partner with IIS to provide retirement plan services for Franklin County (ME) as follows:

Scenario	Nationwide Fee Structure	Stable Value Product	Target Date Funds	3(38) Fiduciary Service
Exclusive Provider	50 basis points on all 457(b)/401(a) Plan assets	Nationwide Fixed Account – 3.00% Initial Crediting Rate; 0.50% GMIR	Flex Focus TDF	Provided by IRON Financial – 5 additional basis points

Nationwide's offer assumes that all Empower assets transition to Nationwide on the agreed upon conversion date, except for stable value assets that may be subject to a contingent deferred sales charge that will transfer in installments.

If the County would like to implement the stated offer above, please notify Nationwide in writing within 60 days to begin the transition. Thank you again for your consideration.

Sincerely,

Greg Watson  
Acquisition Director  
Nationwide

# Franklin County, ME

Sample Transition Plan



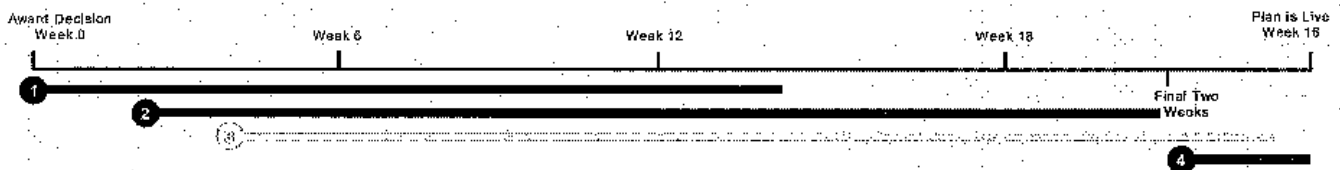
Nationwide®

# Preliminary Transition Timeline

Nationwide Retirement Plans has a dedicated staff of professionals to handle all transition and implementation responsibilities for the Franklin County, ME Retirement Plans. Shown below is a high-level, proposed timeline for a transition to Nationwide as your exclusive provider. Given the level of customization and attention to detail we believe your plan deserves, the sample below shows a conservative timeline of 16 weeks, after the award and written notification of termination to your current provider. Actual transition project duration will depend on factors such as level of cooperation from current provider(s), complexity, discovery (after opportunity to review plan documents and have deeper discussions with the plan) of new build or capabilities required, data quality, and others. After award of the contract, our Transition Team will work directly with you to develop a more-detailed transition plan that fits your needs and ensures the best experience and outcome for you and your participants.

<p><b>1 PLANNING</b></p> <ul style="list-style-type: none"> <li>Notification of termination to Current Provider(s)</li> <li>Contract &amp; governing documents, finalization, signatures</li> <li>Understand Plan design</li> <li>First set of test files</li> <li>Understand data &amp; file layouts</li> <li>Document payroll processes</li> <li>Investment finalization</li> <li>Agree on transition communication strategy (messaging, workshop schedule)</li> </ul> <p><b>KEY PARTICIPANTS:</b> Nationwide Franklin County Current Provider(s)</p>	<p><b>2 DESIGN, DEVELOP &amp; TEST</b></p> <ul style="list-style-type: none"> <li>Forms</li> <li>Reports</li> <li>Investment setup</li> <li>Internal training development</li> <li>System testing</li> </ul> <p><b>KEY PARTICIPANTS:</b> Nationwide Franklin County</p>	<p><b>3 COMMUNICATION &amp; FINAL CONVERSION PREP</b></p> <ul style="list-style-type: none"> <li>Integrated testing of all features, plan data</li> <li>Conduct internal training</li> <li>Mail transition communication</li> <li>Transition education workshops &amp; relaunch plan</li> <li>Call Center open to participant calls</li> </ul> <p><b>KEY PARTICIPANTS:</b> Nationwide Franklin County Current Provider(s) Schwab (if applicable)</p>	<p><b>4 CONVERSION</b></p> <ul style="list-style-type: none"> <li>Blackout (Current Provider(s))</li> <li>Mail account setup confirmation letter (Nationwide)</li> <li>Liquidate assets (Current Provider(s))</li> <li>Transfer final data and assets (Current Provider(s))</li> <li>Receive and apply assets (Nationwide)</li> <li>Reconcile and validate (Nationwide)</li> <li>Website goes live</li> <li>Plan goes live</li> </ul> <p><b>KEY PARTICIPANTS:</b> Current Provider(s) Nationwide</p>
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## TIMELINE



**PROPOSAL**

**Franklin County Maine Start-up 401(a)**

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January 16, 2024







Proposal For Franklin County Maine Start-up 401(a)  
 This proposal valid until:

4/16/2024

This Proposal was provided at the request of the plan sponsor or the Plan's advisor on behalf of the plan. The fee information provided in this Proposal is based on the assumptions and/or investment options reflected in the Proposal. This Proposal is invalid if the assumptions and/or investment options are inaccurate or change.

**Plan Assumptions** **January 16, 2024**

Plan Assets:	\$0
Annual Contribution:	\$417,000
Plan Participants with a Balance:	119
Total Eligible Employees:	119
Number of Plans:	1
Investment Platform:	Empower Select
General Account Fund:	Series III
Investment Fiduciary:	None
Mapping Strategy:	N/A Start-up Plan
Default Fund:	Target Date
Commissions:	0.21% Annually
Empower Retirement Plan Document	Required

**Fee Summary** **Fee** **Paid By**

Annual Plan Maintenance (Per Plan)	\$0	Employer
Annual Participant Account Maintenance	\$0	Employer
Asset Based Fee	0.85%	Participant
Installation Fee	Waived	Employer
Average Net Investment Expense	0.45%	Participant

**Additional Plan Services**

Trustee/Custodial Services: Great-West Trust Full Custodian/Plan is Trustee	BEL Restoration: N/A
Compliance Services: N/A	Manual Payroll: N
Auto Enroll: N	Prospectus Fulfillment: N
Add'l Participant Notice Delivery: Y	

For Home Office Use Only					Franklin County Maine Start-up 401(a)		Version
Group Account Number:	State Situs:	Product Code:	Quote Date:	RSD Name:	Prepared by:	401(k) Version:	
	ME	gvmt-401k	1/16/2024 10:35:11 AM	Gary Mitchell	cnk	V16.6 10/11/2023 6:00:00 AM	



## Plan and Participant Fees

Plan Service Fees		
Fee Type	Fee	Paid By
Asset Based Fee	0.85% Annually	Deducted from Participant Accounts Quarterly
Participant Account Maintenance	\$0 Per Account Annually	Billed to Plan Sponsor Quarterly
Plan Maintenance	\$0 Annually Per Plan	Billed to Plan Sponsor Quarterly

*Annual asset based fees will be calculated based upon an average daily balance.*

Participant Transaction Fees		
Transaction fee type	Fee	Paid by
Loan initiation	\$95 per request	Netted From Distribution
Maintenance fee for NEW loans (recurring)	\$50 annually	Deducted from participant accounts quarterly
Withdrawals (including Separation of Service, Retirement, Plan Terminations)	\$75 per request	Netted from withdrawal
Withdrawals for small balance force-outs (de minimus)	\$25 per request	Netted from distribution
Distributions (including In-Service, Hardship, QDRO, Death, Disability)	\$50 per request	Netted from distribution
Express delivery fee	\$40 per request	Netted from distribution
Hardship approval services	\$75 per request	Netted from distribution or participant account
Beneficiary distribution review services	\$75 per request	Netted from distribution or participant account
QDRO review services	\$400 per request	Netted from distribution or participant account
Periodic payment setup	\$50 per request	Deducted from participant accounts
Periodic payment maintenance	\$25 annually	Deducted from participant accounts quarterly

The above recordkeeping fees will be guaranteed for the initial five (5) year contract term from the Effective Date of the Administrative Services Agreement. Material changes (+/- 10%) from assumptions used in pricing (participants, assets, net flow, asset allocations) could void this guarantee.

The Participant Transaction services above will be provided to the Plan unless the plan sponsor elects otherwise.



## Fund Information

Investment Name	Ticker	Gross/Net Expense Ratio	Revenue Sharing Included In Gross/Net Expense Ratio	
			12B-1	Admin
American Century Small Cap Growth R6	ANODX	0.82/0.82%	0.00%	0.00%
BlackRock Equity Dividend Fund (IS Platform)	N/A	0.54/0.54%	0.00%	0.00%
Core Plus Bond / PGIM Fund	N/A	0.36/0.36%	0.00%	0.00%
Fidelity® 500 Index	FXAIX	0.02/0.02%	0.00%	0.00%
International Blend II Fund (managed by MFS)	N/A	0.66/0.66%	0.00%	0.00%
Invesco Technology R6	FTPSX	0.72/0.72%	0.00%	0.00%
iShares Russell Small/Mid-Cap Idx K	BSMKX	0.09/0.07%	0.00%	0.00%
Janus Henderson Global Research N	JDWNX	0.62/0.62%	0.00%	0.00%
MFS High Income R6	MHIKX	0.53/0.52%	0.00%	0.00%
MFS International Growth Equity (IS Platform)	N/A	0.65/0.65%	0.00%	0.00%
MFS Utilities R6	MMUKX	0.67/0.66%	0.00%	0.00%
Prudential Day One® 2015 Fund	N/A	0.33/0.33%	0.00%	0.00%
Prudential Day One® 2020 Fund	N/A	0.33/0.33%	0.00%	0.00%
Prudential Day One® 2025 Fund	N/A	0.33/0.33%	0.00%	0.00%
Prudential Day One® 2030 Fund	N/A	0.33/0.33%	0.00%	0.00%
Prudential Day One® 2035 Fund	N/A	0.34/0.34%	0.00%	0.00%
Prudential Day One® 2040 Fund	N/A	0.34/0.34%	0.00%	0.00%
Prudential Day One® 2045 Fund	N/A	0.34/0.34%	0.00%	0.00%
Prudential Day One® 2050 Fund	N/A	0.34/0.34%	0.00%	0.00%
Prudential Day One® 2055 Fund	N/A	0.34/0.34%	0.00%	0.00%
Prudential Day One® 2060 Fund	N/A	0.34/0.34%	0.00%	0.00%
Prudential Day One® 2065 Fund	N/A	0.34/0.34%	0.00%	0.00%
Prudential Day One® Income Fund	N/A	0.33/0.33%	0.00%	0.00%
Putnam Emerging Markets Equity R6	PEMQX	1.13/0.83%	0.00%	0.00%
Putnam High Yield R6	PHYUX	0.68/0.68%	0.00%	0.00%
SA / T. Rowe Price Growth Stock Strategy	N/A	0.50/0.50%	0.00%	0.00%
T. Rowe Price U.S. MidCap Growth Fund (IS Platform)	N/A	0.60/0.60%	0.00%	0.00%

Average Net Expense Ratio	0.45%
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Not all 12b-1 and Admin fees may flow through the Recordkeeper. A third party may be receiving 12b-1 and/or Admin fee(s) directly that are not reflected above.

General Account Investments	Ticker	Fee Estimate	Allocation to Recordkeeper
<b>Great-West General Account</b>			
Empower Investments Fixed Account Series III	GWAQ25	0.25%	0.00%

For an explanation of the Fee Estimate and the Allocation to Recordkeeper, please see the "General Account Fund and General Provision" disclosure in the Disclosure Section of this document.



Payments to Others

Financial Professional Services (Included in Plan Pricing)		
Service Provider	Service	Fee
Cetera Advisors LLC	Partner Services	0.21% Annually

Other Services (Included in Plan Pricing)		
Service Provider	Service	Fee
None		

Trustee/Custodial Services (Included in Plan Pricing)		
Service Provider	Service	Fee
Great-West Trust Company	Full Custodian/Plan is Trustee	\$500 Annually

Participant Advice		Opt-In	
Service Provider	Service	Annual Fee	Basis
Advised Assets Group, LLC.	Online Investment Guidance	No Charge	N/A
Advised Assets Group, LLC.	Online Investment Advice	\$0	Per Participant
Advised Assets Group	My Total Retirement Services	0.65% <\$100k 0.55% Next \$150k 0.45% Next \$150k 0.35% >\$400k	My Total Retirement Assets

Online Investment Advice and Managed Accounts services are optional services that are offered by Advised Assets Group, LLC. Each individual participant may elect to enroll in either one of these services. These participant advice fees are only deducted from participant account balances of those that have enrolled in the service.

Plan Sponsor agrees the managed account service fee will be paid for by a Plan Participant unless the following box is selected.

Plan Sponsor Pay



## Disclosures

This document contains estimates of plan expenses and is intended to provide a detailed summary of fees being charged to the plan or its participants to the extent such information is in the Recordkeeper's possession. While it is intended to provide information regarding all material fees, this document may not be comprehensive, and it may not include full information on fees associated with some specially negotiated services or with certain investment options, such as Self-Directed Brokerage Accounts, Life Insurance, Employer Stock, etc. For further fee information, please refer to the relevant service agreements and/or prospectuses, including information that may be needed to comply with Participant Disclosure obligations. As your Recordkeeper, we make no representation as to the completeness or accuracy of materials, such as prospectuses, created and/or provided by a third-party investment provider.

### General

#### Bank Credit Disclosure:

Empower Retirement™ (Empower), or one of its affiliates, may earn credits and/or interest on Plan assets awaiting investment or pending distribution. Any credits or interest earned by Empower are aggregated with credits and/or interest earned by Empower and will be used to defray the aggregate expenses for the maintenance of bank accounts. Empower will not retain credits and/or interest earned in excess of such maintenance expenses.

Credits and/or interest are earned from the use of (i) uninvested contributions received too late in the day or not received in good order to be invested same-day and (ii) proceeds from investment option redemptions where Plan distribution checks have not been presented for payment by Plan participants. Credits and/or interest (i) begin to accrue on contributions, on the date such amounts are deposited into the bank account and end on the date such amounts are invested pursuant to Plan participant instructions and (ii) begin to accrue on distributions, on the date the check is written or on the wire date, as applicable and end on the date the check is presented for payment or when the wire clears against the account, as applicable. Earnings of credits and/or interest are at the rate the bank provides from time to time.

#### Recordkeeping Costs Estimate

Great-West recordkeeping fees are agreed to with the plan sponsor based on the total value of the relationship with the plan. Great-West may provide recordkeeping fee credits in its sole discretion based on criteria as solely determined by Great-West which may include the plan's use of affiliated and non-affiliated funds or products. Such credits may reduce some or all of the recordkeeping fees that would otherwise be charged by Great-West. The average cost of Great-West recordkeeping services without any reduction or offset is \$120.23 per participant for plans less than \$50 million, \$94.42 per participant for plans between \$50m and \$500m and \$70.13 per participant for plans greater than \$500m.

#### Prospectus Delivery:

Employer agrees to accept delivery of prospectuses for the selected investment options through the Plan Sponsor section of the Empower Web site - [www.empower-retirement.com](http://www.empower-retirement.com).

### Fiduciary Disclosures

#### Advised Assets Group (AAG):

If Advised Assets Group, LLC provides services to the Plan under an agreement with Plan Sponsor, it may be a fiduciary and Registered Investment Advisor to the Plan to the extent provided in such agreement.

#### Empower:

Empower is not acting as a fiduciary for this plan



## Investments

### **Mutual Fund Expense Ratio:**

The Service Provider has entered into agreements with certain funds (or their service providers including advisors, administrators or transfer agents, and underwriters) whereby the Service Provider provides shareholder and/or distribution services and receives compensation from the funds (or their service providers) based on the value of the plan's investment in the funds. This compensation may include fees for administrative and other expenses and/or fees paid under a plan of distribution under SEC Rule 12b-1 ("12b-1 fees"). The fees received by the Service Provider are included in the expense ratio described in the applicable fund's prospectus or similar disclosure document, and reduce the fund's net asset value (NAV). Generally, fees and expenses included in the fund's expense ratio are deducted at regular intervals based on a percentage of the fund's average daily net assets.

### **Redemption Fees:**

Redemption fees are charged by mutual fund companies to discourage investors from making a short-term "round trip" (i.e., a purchase, typically a transfer, followed by a sale within a short period of time). Many mutual fund companies will impose the fee upon the purchase and subsequent sale occurring within a specified time frame. Please refer to your mutual fund prospectuses for specific redemption fee details.

### **Additional Fund Compensation:**

Great-West Life & Annuity Insurance Company receives payments from some investment fund families through the Empowering Fund Partnership Program ("EFPP"). Under the EFPP, fund families receive several services based on the EFPP tier in which they participate. These services are provided directly to fund families and include: (i) consideration for inclusion in Empower products developed for some segments of the retirement and IRA market, (ii) inclusion on the Empower Select investment platform, which is available in the small plan recordkeeping market, (iii) a waiver of the connectivity fee described below, (iv) enhanced marketing opportunities, (v) additional reporting capabilities, (vi) collaboration in thought leadership opportunities, (vii) access to meetings with Empower leadership, Empower staff, and the third party advisory and brokerage firms through whom Empower distributes its services, and (viii) access to conferences put on by Empower and Great-West Financial. The yearly fees for EFPP participation are \$1,000,000 for tier 1, \$500,000 for tier 2, and \$250,000 for tier 3. These fees do not vary based on an Empower client's use of the funds offered by the fund family.

For additional information about funds that participate in the fund partner program, please visit <https://docs.empower-retirement.com/advisor/Empowering-Fund-Partnership-Disclosure.pdf>.

Great-West Life & Annuity Insurance Company also receives payments from fund families through a connectivity program (the "Connectivity Program"). The Connectivity Program charges fund families for the cost of administering funds on Empower investment platforms, and for building and maintaining data connections between Empower and the fund family. In 2019, the Connectivity Program charges \$1,000 per investment fund used on recordkeeping and IRA investment platforms. Beginning in May 2019, if a retirement plan begins receiving recordkeeping services through Empower's small plan recordkeeping segment, and the plan offers a fund from a fund family that does not participate in the Connectivity Program or the EFPP, then Empower will assess a supplemental, separate investment access fee to the plan. Depending on the level of investment in the non-participating fund family, the investment access fee charge may be more or less than the fees received under the Connectivity Program from the fund family.

For additional information about funds that participate in the Connectivity Program, please visit <https://docs.empower-retirement.com/advisor/Empowering-Fund-Partnership-Disclosure.pdf>.

### **General Account Fund and Guarantee Provisions:**

General Account crediting rates are net of cost of capital and expenses, fund and guarantee provisions and any contract series charge, to the extent applicable.

Cost of Capital is the return Great-West Life & Annuity Insurance Company of New York (Great-West) earns on Great-West capital. Great-West is required by regulators to hold capital for the purpose of ensuring Great-West can meet all of its obligations associated with the General Account Fund. The amount of Great-West's capital and required return will fluctuate over time based on regulatory requirements, capital market conditions and the competitive environment.



The Fund Provision covers the range of investment expenses that are netted from the crediting rate, such as investment and operating expenses. The Fund Provision is calculated annually in aggregate for all General Account fixed funds offered by Great-West and does not reflect any product or plan specific underwriting adjustments.

The Guarantee Provision covers the range of insurance expenses that are netted from the crediting rate, such as asset defaults, cost of insurance guarantees, and other expenses. The Guarantee Provision is calculated annually in aggregate for all General Account fixed funds offered by Great-West and does not reflect any product or plan specific underwriting adjustments.

A Contract Series Charge may apply to the general account option selected by the plan sponsor. This charge will be explicitly described in the Great-West Investments Fixed Account group annuity contract and is meant to cover expenses related to contract administration, investment management and other services that are provided to the plan pursuant to a separate agreement with the plan. There may be an adjustment to the credited interest rate which is used to reduce the amount for plan recordkeeping/administration services that would otherwise be charged to the plan.

For more information on the General Account Fixed Funds, including termination options, please see your Group Annuity Contract.





**Affiliates and Subcontractors**

We are required to disclose certain fees paid between Empower and its related parties (affiliates and subcontractors). This includes compensation paid in connection with the services Empower or its affiliates have agreed to provide to the plan, if the compensation is set on a transaction/incentive basis (such as commissions, soft dollars, or finder's fees) or if the compensation is charged directly against a plan investment and reflected in the investment's net value.

The fees disclosed are not in addition to previously disclosed fees; rather, this information is intended to increase transparency about how Empower uses the fees it receives.

**Affiliates:**

The following entities are affiliates of the Recordkeeper, in that they directly or indirectly control, are controlled by, or are under common control with the Recordkeeper. These affiliates may receive fees from the plan, or from the Recordkeeper or another affiliate for performing certain services for the plan.

Refer to the Itemized Services and Cost section for details regarding affiliate payments.

GWFS Equities, Inc. is an affiliate that receives payments from the Investment Provider. Payments are first paid to GWFS Equities, Inc. which in turn pays the Recordkeeper.

Great-West Capital Management, LLC is an affiliate that receives payments from the Investment Provider.

Great-West Funds, Inc. is an affiliate that receives payments from the Investment Provider.

**Affiliates:** The following are affiliates of Empower, but not all Empower affiliates may pertain to your Plan.

- Advised Assets Group, LLC
- GWFS Equities, Inc.
- EMJAY Corporation
- FASCore, LLC
- Great-West Capital Management, LLC
- Great-West Funds, Inc.
- Putnam Investment Company
- Great-West Trust Company, LLC
- Great-West Life & Annuity of New York

**Subcontractors:**

A subcontractor is any person or entity that is not an affiliate of the Recordkeeper and that is expected to receive \$1,000 or more in compensation for performing one or more services for your Plan under a contract or arrangement with the Recordkeeper. All such subcontractors that receive the specific types of compensation described above are included. All such subcontractors, if any, are listed in the table below, along with the service they provide.

Please refer to the Itemized Services and Cost section for details regarding subcontractor payments.

Company Subcontractor	Service Provided
QDRO Consultants	Plan administration services - QDRO review services

Franklin County Maine Start-up 401(a) (continued)  
Disclosure Statement



Name of Agent, Broker, Consultant: David Hanson

Name of Plan/Group Contractholder: Franklin County Maine Start-up 401(a)

**Part A: Recommendation and Disclosure (to be completed by Agent, Broker, Consultant)**

I, David Hanson, am the agent/broker in this transaction and have provided information to the plan for its selection of Great-West Life & Annuity Insurance Company ("Great-West") and its affiliate GWFS Equities, Inc. ("GWFS") (collectively, "Great-West") for recordkeeping services for the above plan as evidenced by the Plan and its Sponsor's application, dated \_\_\_\_\_. All charges that will be incurred as a result of operating the Plan are outlined in the Services Agreement or Fee Schedule. My relationship with Great-West is that of Agent/Broker and as a matter of practice, Great-West does not restrict my ability to recommend other products and services.

**Part B: Verification of completed Selling Agreement**

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| 1. Is Broker of record registered with a Broker/Dealer?                         | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Is Broker of record appointed with Great-West?                               | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Does Great-West maintain an active selling agreement with the Broker/Dealer? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
- If yes, Broker/Dealer name: Cetera Advisors LLC Account number: \_\_\_\_\_

If you answered "No" to #1 above, Great-West may continue case installation. If you answered "Yes" to #1 and #3 above, Great-West may continue case installation. If you answered "No" to #2 above, Great-West must halt case installation; please contact [PSOnBoarding@greatwest.com](mailto:PSOnBoarding@greatwest.com) to request an appointment form. If you answered "Yes" to #1 but "No" to #3 of the above, a selling agreement must be signed by the broker of record's sponsoring Broker/Dealer before case installation can take place.

According to an Agreement between Cetera Advisors LLC and Great-West, the commissions are outlined on the Schedule below. The Agreement more formally describes these commissions.

**Part C: Commission Schedule for Broker/Dealer:**

Based on Account Value equal to 0.21% annualized paid on a monthly basis

In the event the plan terminates or moves within 12 months from the date of this agreement, Broker/Dealer will immediately return the full amount of the flat sum commission promptly to GWFS or its affiliate, Great-West. Broker/Dealer also agrees that this flat sum commission will be returned in full, promptly upon written request from GWFS, or its affiliate Great-West, if plan does not fund within sixty (60) days from the date of this agreement. **Additional compensation may be paid based upon accumulated volume of business. However, none of this compensation is directly attributable to the Plan.**

**As the Agent/Broker/Consultant, I hereby certify that all commission information is correct to the best of my knowledge, I attest that I have disclosed to the Plan/Group Contractholder all commissions payable to me, including those not described in this Disclosure Statement. I further attest that I have disclosed all available fee adjustments to the plan and the impact to my commission, if any. I affirm that I have read and complied fully with all of the rules in Prohibited Transaction Exemption 84-24, if applicable, allowing these commissions to be paid to me and will comply while eligible to receive commissions from Great-West.**

**Part D: Acknowledgement of Receipt of Disclosure Information (to be completed by Authorized Plan Representative)**

On the date indicated below, I acknowledge receipt of this completed Disclosure Statement, and I approve the proposed transaction on behalf of the Plan and direct Great-West to pay commissions as outlined above. I further represent that: 1. The Authorized Plan Representative shall be solely responsible for monitoring the performance of Agent/Broker/Consultant and determining the reasonableness of Agent/Broker/Consultant's ongoing fees; 2. The services provided by Agent/Broker/Consultant are necessary for the Plan and are not the legal obligation of the employer sponsoring the Plan; 3. After due deliberation and informed discussion with Agent/Broker/Consultant, I believe that the compensation received by Agent/Broker/Consultant under this Agreement is reasonable for the services provided by Agent/Broker/Consultant; 4. The Authorized Plan Representative's execution, delivery, and performance of this Agreement and any other agreements with respect to compensation does not and will not (i) violate in any material respect any law or regulation (including without limitation, any provision of ERISA or the Internal Revenue Code of 1986, as amended) or (ii) constitute, directly or indirectly a non-exempt prohibited transaction (including without limitation, the receipt of fees contemplated herein) within the meaning of section 4975 of the Code or section 406 of ERISA; and 5. Agent/Broker/Consultant is not an affiliate of the Plan or Plan sponsor.



Franklin County Maine Start-up 401(a) (continued)  
Signature Page

By signing this signature page, the Plan Sponsor, Broker and any other signatories certify that they have received, read and understand this proposed Fee Schedule and Disclosure Statement. All parties understand the proposal assumptions stated above determine the plan's expenses. A change to the assumptions will cause expenses and fees to also change Plan Sponsor understands and agrees to all services and fees identified in this Fee Schedule and agrees to pay all fees according to the Service Agreement to which this Fee Schedule applies. The Plan Sponsor further understands that all payroll deduction and matching contributions will be remitted electronically using the Plan Service Center system. Contributions received using any other method will be returned unallocated for resubmission via the Plan Service Center and will not be considered plan assets until such resubmission. Plan Sponsor also understands that no payroll deduction contributions may be withheld until there is a signed Plan Document in place and no contribution or transfer of assets will be accepted earlier than 15 days from the receipt and acceptance of the Client Application in Greenwood Village, CO.

The Plan Sponsor directs Empower to reflect the Advisor and Firm below as the Plan's financial advisor on its recordkeeping system and to provide plan data upon request. The Plan Sponsor understands and agrees that Empower does not provide investment advice to the Plan, the Plan Sponsor or the Advisor regarding Plan investment options.

I agree any changes to products, plan services, fees, or investment options hereafter must be made post-conversion

Plan Sponsor Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Advisor/Broker Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Additional Plan Information**

\*\*\*\*Please complete upon selecting Empower as your provider\*\*\*\*

Legal Name of Plan:	
Plan Headquartered State:	
EIN:	
Plan Year End (MM/DD):	
Plan Contact for Conversion:	First Name:
	Last Name:
	Phone Number:
	Email:
Is the Financial Representative properly licensed to sell in Headquartered State?	Y      N      N/A

Core securities, when offered, are offered through GWFS Equities, Inc. and/or other broker dealers.

GWFS Equities, Inc., Member FINRA/SIPC, is a wholly owned subsidiary of Great-West Life & Annuity Insurance Company.

Empower Retirement™ refers to the products and services offered in the retirement markets by Great-West Life & Annuity Insurance Company (GWL&A), Corporate Headquarters: Greenwood Village, CO; Great-West Life & Annuity Insurance Company of New York, Home Office: White Plains, NY; and their subsidiaries and affiliates. The trademarks, logos, service marks, and design elements used are owned by GWL&A. The Great-West Family of Companies refers to products and services offered through The Great-West Life Assurance Company, London Life Insurance Company, The Canada Life Assurance Company, Irish Life Assurance Company, Great-West Life & Annuity Insurance Company, Putnam Investments, LLC, and their affiliates and subsidiary companies.



49 Water Street  
 Hallowell, ME 04347  
 (207) 622-9657  
 www.burtsinc.com

**Keys • Locks • Doors • Access Control • CCTV**

# Quotation

Date	Estimate #
1/2/2024	E4573

Name / Address
SEACOAST SECURITY PO BOX A W ROCKPORT ME 04865-0701

Project
STEVE HAYDEN FRANKLIN SUPERIOR COURT 140 MAIN ST FARMINGTON, ME

Terms
2% 15 NET 30

Item	Description	Qty	Total
LR100	SDC QUIET DUO MOTOR RETROFIT KIT 24VDC	2	1,648.00T
TSB-C	SECU 18" ARMOR CABLE	2	82.00T
BPS-24-4	SECU 24VDC 4AMP POWER SUPPLY W/FIRE ALARM INTERFACE	1	1,348.00T
B-24-5	SECU 5 AMP HR, 24VDC BATTERY	1	173.00T
9600-630	HES RIM E-STRIKE FOR EXIT DEVICE 12/24VDC	1	575.00T
SC	SERVICE CALL AND LABOR TO INSTALL HARDWARE (NO TERMINATIONS)		129.00

<b>Subtotal</b>	\$3,955.00
<b>Sales Tax (5.5%)</b>	\$210.43
<b>Total</b>	\$4,165.43



# BLUE STAR

ACCOUNTING AND ADVISING

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February 12, 2024

Amy Bernard  
Franklin County  
140 Main Street, Suite 3  
Farmington, ME 04938

This letter is to confirm the services you have asked Blue Star Accounting and Advising to provide to Franklin County. Please read it carefully, as it outlines the nature, scope, and limitations of the services to be provided.

In general, will provide the following consulting services, on an as-requested basis:

- Assistance with developing the annual budgets,
- Assistance with developing a capital improvement plan,
- Analyzing and making recommendations to improve business management processes and internal controls,
- Preparing monthly budget-to-actual reports along with analysis and comments,
- Performing monthly bank and receivables reconciliations,
- Analyzing journal entries and posting necessary adjustments to keep the accounting records in compliance with governmental accounting standards,
- Preparing annual financial statements and note disclosures to be submitted to the County's auditor,
- Assistance in collecting and providing supporting documentation, analysis, and responses to the County's auditor,
- Training the County's finance staff in general accounting principles, governmental and fund accounting, using accounting software, and developing and preparing decision-useful internal financial reports, and
- Phone, email, and in-person consultations.

The details of any particular service or project (e.g., timing, deliverables, method of delivery, due dates, etc.) will be coordinated and agreed to between Blue Star Accounting and Advising and the County Administrator or her staff when the service or project is requested. Other consulting services or projects not listed above may be requested by the County and performed under this engagement letter. Blue Star Accounting and Advising reserves the right to refuse to perform any requested service. If a requested service does not fall within the scope of a consulting service (defined in the Our Responsibilities section), a separate engagement agreement will be entered into for that service.

## **Our Responsibilities**

Please note that the above consulting services differ fundamentally from and should not be confused with attest services. In an attest service, an independent practitioner expresses an opinion or conclusion about the reliability of written assertions that are the responsibility of another party, the asserter. By contrast, in a consulting service, the practitioner employs technical skills, education, observations, experiences, and knowledge of the consulting process to develop findings, conclusions, and recommendations that are presented to and for sole use and benefit of the client. The nature and scope of the work is determined solely by an agreement between the practitioner and the client (this engagement letter).

Therefore, we will conduct the engagement in accordance with the Statements on Standards for Consulting Services (SSCS) promulgated by the Management Consulting Services Executive Committee of the AICPA and comply with the AICPA's Code of Professional Conduct.

The general standards of our profession apply to all services and include:

- *Professional competence.* We undertake only those professional services that we can reasonably expect to be completed with professional competence.
- *Due professional care.* We exercise due professional care in the performance of our services.
- *Planning and supervision.* We adequately plan and supervise the performance of our services.
- *Sufficient relevant data.* We obtain sufficient relevant data to afford a reasonable basis for conclusions or recommendations in relation to our services.

The following additional standards apply to consulting services due to the distinctive nature of the services to be performed:

- *Client interest.* We serve the client interest by seeking to accomplish the objectives established with our clients while maintaining integrity and objectivity.
- *Understanding with the client.* We establish a written or oral understanding about the responsibilities of the parties and the nature, scope, and limitations of the services to be performed, and modify the understanding if circumstances require significant change during the engagement.
- *Communication with the client.* We inform the client of (a) conflicts of interest that may occur pursuant to integrity and objectivity standards, (b) significant reservations concerning the scope or benefits of the engagement, and (c) significant engagement findings or events.

In performing this engagement, we will be relying on the accuracy and reliability of information provided by the County's personnel. The procedures we will perform will be heavily influenced by the representations, documents, and other information received from County personnel. Accordingly, false representations, altered or incomplete documentation, and erroneous or omitted information (intentional or not) could cause inaccurate findings and, therefore, inappropriate recommendations may be developed, and critical recommendations may go unidentified. Given these inherent limitations, this engagement cannot be relied on to identify or disclose any fraudulent activity, wrongdoing within the entity, or noncompliance with laws and regulations. However, should we discover, identify, and/or suspect any fraudulent activity, wrongdoing, or noncompliance, this information shall be brought to the attention of the County promptly.

## **Your Responsibilities**

You are responsible for providing us with access to all information of which you are aware that is relevant to providing the agreed upon services, such as records, documentation, and other matters, as well as additional information we may request for this engagement. You may restrict our access to information as you deem necessary, but you acknowledge that doing so could have a material effect on the conclusions, findings, and recommendations we provide to you. By signing this agreement, you understand and accept responsibility for the accuracy and completeness of the information provided to us by County personnel.

You are also responsible for all management decisions, maintaining a system of internal control to detect and prevent errors and fraud, ensuring the County meets all statutory, regulatory, and contractual requirements, reviewing and assessing the quality of our work, and determining whether to implement any recommendations we may provide to you.

## **Other Matters**

### *Fees and Billings*

Our fees for work will be \$150/hour charged in quarter-hour increments plus out-of-pocket expenses. Should we be required to travel to provide services, travel time will be billed at \$50/hour plus mileage at the standard federal mileage rate plus any related tolls, fares, and parking fees.

Payment for services is due when rendered. Billings become delinquent if not paid within 30 days of the invoice date. If billings are delinquent, we may stop all work until your account is brought current or withdraw from this engagement. The County acknowledges and agrees that we are not required to continue work in the event of your failure to pay on a timely basis for services rendered as required by this engagement letter. You further acknowledge and agree that in the event we stop work or withdraw from this engagement as a result of your failure to pay on a timely basis for services rendered as required by this engagement letter, we shall not be liable for any damages that occur as a result of our ceasing to render services.

### *Electronic Communications*

In connection with this engagement, we may communicate with you or others via email or other electronic transmission. We will take reasonable measures to secure your confidential information in our electronic transmissions. However, as these forms of communication can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that electronic transmissions from us will be properly delivered to and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of electronic transmissions, or for the unauthorized use or failed delivery of information transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of electronic transmissions, including any consequential, incidental, direct, indirect, or special damages, or disclosure or communication of confidential or proprietary information.

*Third Party Service Providers*

We may, from time to time, and depending on the circumstances and nature of the services we are providing, share your confidential information with third-party service providers. We will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure appropriate confidentiality terms with a third-party service provider, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Although we will use our best efforts to make the sharing of your information with such third parties secure from unauthorized access, no completely secure system for electronic data transfer exists. As such, by your signature below, you understand that we make no warranty, expressed or implied, on the security of electronic data transfers.

*Record Retention*

It is our policy to keep records related to this engagement for at least three (3) years after the termination of services. We will only keep electronic copies of your records, so any original records will be returned to you. It is your responsibility to retain and protect your records (which include any work product we provide to you as well as any records that we return) for possible future use, including potential examination by any government or regulatory agencies. Blue Star Accounting and Advising does not accept responsibility for hosting client information; therefore, you have the sole responsibility for ensuring you retain and maintain in your possession all your financial and non-financial information, data, and records. By your signature below, you acknowledge and agree that upon the expiration of the three-year period, we shall be free to destroy all records related to this engagement.

*Dispute Resolution*

If any dispute, except for a dispute over fees, arises between Blue Star Accounting and Advising and Franklin County, both parties agree to first try in good faith to settle the dispute through mediation before resorting to litigation. If the parties cannot agree on a mediator, each party will select their own mediator and the selected mediators will be engaged to select a mediator to mediate the dispute. The costs of any mediation proceeding shall be shared equally by all parties.

Both parties agree that any dispute over fees will be submitted for resolution by arbitration. If both parties cannot agree on an arbitrator, the same process as mediator selection above shall be used. Under all circumstances the arbitrator must follow the laws of the State of Maine. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that, in the event of a dispute over fees, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution. The prevailing party shall be entitled to an award of reasonable attorneys' fees and costs incurred in connection with the arbitration of the dispute in an amount to be determined by the arbitrator.



*Limitation of Liability*

Except in cases of fraud, embezzlement, or gross negligence on the part of Blue Star Accounting and Advisors and its officers and employees, Franklin County agrees, to the fullest extent permitted by law, to limit our liability to you for any and all claims, losses, costs, and damages of any nature whatsoever, so that our total aggregate liability to you shall not exceed our total fee for services rendered under this agreement.

Notwithstanding the preceding paragraph, the Town releases and indemnifies Blue Star Accounting and Advising and its officers and employees from any and all claims, liabilities, costs and expenses attributable to any misrepresentations, omissions, or restricted access to relevant information by County personnel.

The County agrees that, to the extent permitted by law, there is a one-year limitation period to bring a claim against Blue Star Accounting and Advising for any act arising out of services rendered pursuant to this agreement by you or on your behalf. The one-year period will begin upon the date of the termination of this engagement.

*Termination*

The parties agree that this engagement may be terminated by either party at any time and for any reason by providing written notice to the other party. The County indemnifies and holds harmless Blue Star Accounting and Advising and its officers and employees for any damages or costs incurred by the County attributable to the termination of services.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

**BLUE STAR**  
ACCOUNTING & ADVISING

Blue Star Accounting and Advising  
Lewiston, Maine

---

Franklin County agrees to the terms of this engagement letter.

---

Amy Bernard, County Administrator

---

Date

Seacoast Security, Inc.  
 PO Box A  
 290 West St  
 West Rockport, ME 04865  
 Phone: (800) 654-8800 or (207) 236-4876  
 Fax: (207) 236-8517



**Proposal # 13866**

Proposal Date 12/30/2023

Customer:  
 Office of Judicial Marshals  
 171 State House Station  
 Augusta, ME 04333

Site Location:  
 Franklin County Superior Court  
 140 MAIN STREET  
 Farmington, ME 04938

Parts

Description	Location	Quantity
ACCESS CONTROL PANEL	TBD	1.00
KEYPAD	Near panel for programming	1.00
ALTRONIX AL400ULACM ACCESS POWER SUPPLY	Near panel	1.00
12V 8 AH SEALED LEAD ACID BATTERY	In panel	1.00
PATAGONIA PROXIMITY READER & KEYPAD	Basement entry, Inside hall new door, South door, North door, Future 2nd floor hall door	5.00
ACCESS CONTROL MODULE	Each door	5.00
PROXKEY II ACCESS DEVICE, PACKAGE OF 10	50-total to start	5.00
PROFUSION ACCESS CONTROL CABLE, YELLOW		3.00
AIPHONE MASTER STATION & 1 INSIDE STATION	Basement main entry and hall inside station	1.00
7 COLOR SUB MASTER STATION	Inside stations - locations to be discussed	4.00
AIPHONE DISTRIBUTION ADAPTOR FOR VIDEO SUB		1.00
24VDC 2AMP UL POWER SUPPLY	TBD	1.00
FORM C RELAY 18-24VDC	to allow door release	1.00
2 COND 18G NON-SHLD CABLE 500		2.00
CAT 6 UTP CMR 1000 BLUE BOX		1.00

Items

Description	Amount
Installation Labor	\$5,400.00
Equipment	\$18,309.00
Tax:	\$0.00
<b>Total Amount:</b>	<b>\$23,709.00</b>

Any Questions, please contact: Hayden, Steven shayden@seacoastsecurity.com

THIS PROPOSAL IS CONFIDENTIAL AND SHOULD NOT BE SHARED. PROPOSAL VALID FOR 15 DAYS. 50% DEPOSIT REQUIRED. IF PERMIT IS REQUIRED, PERMIT WILL BE BILLED IN ADDITION TO PROPOSAL. PROGRESS BILLING MAY APPLY.

Seacoast Security, Inc.  
 PO Box A  
 290 West St  
 West Rockport, ME 04865  
 Phone: (800) 654-8800 or (207) 236-4876  
 Fax: (207) 236-8517



**Proposal # 13865**

Proposal Date 12/30/2023

Customer:  
 Office of Judicial Marshals  
 171 State House Station  
 Augusta, ME 04333

Site Location:  
 Franklin County Superior Court  
 140 MAIN STREET  
 Farmington, ME 04938

**Parts**

Description	Location	Quantity
16-CHANNEL EMBEDDED RECORDER WITH 4-SATA & NO-HDD	TBD	1.00
8TB-HARD DRIVE	In recorder	1.00
22 LED MONITOR W/ VGA HDMI WALL MOUNT	Near recorder	1.00
6U WALL MOUNT RACK ENCLOSURE	TBD	1.00
5MP 2.8MM EYEBALL CAMERA WITH 164-FT IR	Inside basement foyer, Main hall, North end hall, South end hall, 2nd floor Jury landing, 2nd floor court landing	6.00
JUNCTION BOX		6.00
CAT 6 UTP CMR 1000 WHITE WIRE		1.00

**Items**

Description	Amount
Installation Labor	\$1,440.00
Equipment	\$4,327.00
Tax:	\$0.00
<b>Total Amount:</b>	<b>\$5,767.00</b>

Any Questions, please contact: Hayden, Steven shayden@seacoastsecurity.com

THIS PROPOSAL IS CONFIDENTIAL AND SHOULD NOT BE SHARED. PROPOSAL VALID FOR 15 DAYS. 50% DEPOSIT REQUIRED. IF PERMIT IS REQUIRED, PERMIT WILL BE BILLED IN ADDITION TO PROPOSAL. PROGRESS BILLING MAY APPLY.



# QUOTE

**Number** AAAQ66342

**Date** Feb 14, 2024

A DIVISION OF THE COOK & BOARDMAN GROUP, LLC

Sold To	Ship To	Your Consultant
<b>Franklin County - Maine</b> <b>Nick Palmer</b> 140 Main St Farmington, ME 04938 United States  <b>Phone</b> (207) 778-3346	<b>Franklin County - Maine</b> <b>Nick Palmer</b> 140 Main St Farmington, ME 04938 United States  <b>Phone</b> (207) 778-3346	<b>Brice Greenleaf</b> 207-536-5474 ext: 207-939-2636 fax: bgreenleaf@a3communications.co m 12 Sky View Drive, Cumberland Foreside, ME 04110

Terms	P.O. Number	Ship Via	Valid Through
NET 30		UPS Ground	3/25/2024

**Notes**

Pricing Based on NASPO - Security and Fire Protection Services - Maine Contract #3407. All terms and conditions are based on the NASPO master agreement and any state specific terms included in the associated participating addendum.

Qty	Description	Unit Cost	Unit Price	Ext. Price
1	OPENGATE Weapons Detection System with LTE Board	\$14,056.00	\$17,429.44	\$17,429.44
2	external power adapter us set of two power adapters one for each tower	\$0.00	\$0.00	\$0.00
1	Milwaukee Charger - Dual	\$183.75	\$227.85	\$227.85
4	18V Battery	\$330.75	\$410.13	\$1,640.52
1	Larger stabilizing plates for OPENGATE, pair	\$382.20	\$473.93	\$473.93
1	Encapsulated NILECJ2B Test Piece - No Logo	\$177.80	\$220.47	\$220.47
1	Training Services - Training Services Provided by CEIA Engineer	\$2,500.00	\$2,900.00	\$2,900.00
1	Freight	\$250.00	\$310.00	\$310.00

Thanks for the opportunity to serve you! A3 strives to offer the best price and service to our customers. If you have any questions about this proposal, please contact Brice Greenleaf.

Delivery: 10-14 days  
 1 year manufacturer warranty  
 Sales tax and shipping/handling are not included in total  
 In the event of changing market conditions which may impact costs, this quote is valid for the next 30 days.

<b>SubTotal</b>	\$23,202.21
<b>Tax</b>	\$0.00
<b>Shipping</b>	\$0.00
<b>Total</b>	<b>\$23,202.21</b>

*In the event of changing market conditions which may impact costs, this quote is valid for the next 30 days. The information outlined in this quote is confidential and to be used solely for the purpose of internal evaluation. It is not to be disclosed to any third party or made publicly available or accessible in any way, except with the prior written consent of A3 Communications.*



# QUOTE

Number AAAQ66142-01

Date Feb 9, 2024

A DIVISION OF THE COOK & BOARDMAN GROUP, LLC

Sold To	Ship To	Your Consultant
<b>Franklin County - Maine</b> <b>Jim Desjardins</b> 140 Main St Farmington, ME 04938 United States  <b>Phone (207) 778-3346</b>	<b>Franklin County - Maine</b> <b>Jim Desjardins</b> 140 Main St Farmington, ME 04938 United States  <b>Phone (207) 778-3346</b>	<b>Brice Greenleaf</b> 207-536-5474 ext: 207-939-2636 <b>fax:</b> <b>bgreenleaf@a3communications.com</b> 12 Sky View Drive, Cumberland Foreside, ME 04110

Terms	P.O. Number	Ship Via	Valid Through
NET 30		UPS Ground	3/2/2024

**Notes**

Pricing Based on NASPO - Security and Fire Protection Services - Maine Contract #3407. All terms and conditions are based on the NASPO master agreement and any state specific terms included in the associated participating addendum. Here is the quote you requested.

Qty	Description	Unit Cost	Unit Price	Ext. Price
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**Franklin County Courthouse**

*Opportunity 62264 - Courthouse Access Control, Video and Intercom*

**Scope of Work:**

A3 Communications will be installing a Verkada software and Hardware Package.  
 10 Year Verkada Licences for Cameras, Access control, Alarm System, Intercom, desk and View Stations.  
 Each Verkada software license includes technical support, access to Verkada Command for an unlimited number of users, and unlimited storage for any archived video clips in your account. The license also includes automatic firmware updates and security patches, as well as all future software enhancements.

**PLEASE NOTE:**

The proposed video surveillance solution will provide initial programming of the system to include basic functionality. Additional programming for more advanced features and functionality is available from A3 Communications at additional costs. Elements and excluded features of the programming include:

- Addition and naming of all cameras to correlate with project ID # (Customer can change name after project completion).
- Interior cameras: 12 fps, maximum resolution, medium compression, event recording with 5/10 seconds pre/post recording
- Exterior cameras: 12 fps, maximum resolution, medium compression, event recording with 10/20 second pre/post recording
- Exterior cameras: 5 fps, low resolution, medium-high compression, continuous recording
- Default user groups provided by VMS manufacturer only.
- Creation of administration user for customer related to VMS and Server OS. This user is responsible for programming past basic setup.
- Setup of safe shutdown of Server/NVR upon UPS reaching 30% of available

In the event of changing market conditions which may impact costs, this quote is valid for the next 30 days. The information outlined in this quote is confidential and to be used solely for the purpose of internal evaluation. It is not to be disclosed to any third party or made publicly available or accessible in any way, except with the prior written consent of A3 Communications.

Qty	Description	Unit Cost	Unit Price	Ext. Price
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and

- Any programming other than standardized configurations (unless noted in the Scope of Work), including but not limited to customizations, 3rd party interfaces, maps, etc.

#### Notes and Assumptions:

All changes affecting the design, quantity of material or additional labor shall be approved by the A3 Project Manager and Client prior to beginning work. Such changes may require the completion of a Change Order by the Client before any such change order work is performed.

- A3 will not be held responsible for any omissions or oversight due to miscommunications, misrepresentation or lack of information provided by customer in the formulation of this proposal;
- A3 Communications will provide all labor, tools, and supervision required to complete this installation, except for what the customer will be responsible for, stated above;
- Change orders - Must have written approval from customer before any work can proceed;
- In the closet, the cables will be punched down on patch panels and at the device the cables will be terminated on a jack and housed in a faceplate or surface mount box;
- All cables will be installed, tested and labeled in accordance with industry standards and manufacturer recommendations;
- If there are any other cables needed out of the SOW there will be additional change order; and
- The existing system(s) installed are working as expected.

#### Software and License

10	10 Year Camera License	\$1,079.40	\$1,338.46	\$13,384.60
2	10 Year Access Control License for One Door	\$1,199.40	\$1,487.26	\$2,974.52
1	10 Year IO Controller License	\$4,799.40	\$5,951.26	\$5,951.26
1	10 Year Standard Alarm License	\$9,000.00	\$11,160.00	\$11,160.00
3	10-Year CH52 Multisensor Camera License	\$3,239.40	\$4,016.86	\$12,050.58
1	10-Year Intercom License	\$1,199.40	\$1,487.26	\$1,487.26
2	10-Year Viewing Station License	\$2,399.40	\$2,975.26	\$5,950.52
1	10-Year Desk Station License	\$1,199.40	\$1,487.26	\$1,487.26

#### SubTotal

\$54,446.00

#### Camera System

7	CD62 Indoor Dome Camera, 512GB, 30 Days Max	\$899.40	\$1,115.26	\$7,806.82
3	CH52-E Outdoor Multisensor Camera, 1TB, 30 Days Max	\$2,159.40	\$2,677.66	\$8,032.98
2	VX52 Viewing Stations	\$299.40	\$371.26	\$742.52
2	Corner Mount Threaded cap that attaches to the rear of Camera. Use with Verkada ACC-MNT-2 mounting arm Built-in 3/4 NPT female and 1.5 NPT male piping connector.	\$119.40	\$148.06	\$296.12
2	Large Arm Mount Threaded cap that attaches to the rear of Camera. Use with Verkada ACC-MNT-2 mounting arm Built-in 3/4 NPT female and 1.5 NPT male piping connector.	\$95.40	\$118.30	\$236.60
2	Pendant Cap Mount Kit Threaded cap that attaches to the rear of Camera. Use with Verkada ACC-MNT-2 mounting arm Built-in 3/4 NPT female and 1.5 NPT male piping connector.	\$41.40	\$51.34	\$102.68
3	Indoor PoE++ Injector for GC Series	\$119.00	\$147.56	\$442.68

In the event of changing market conditions which may impact costs, this quote is valid for the next 30 days.

The information outlined in this quote is confidential and to be used solely for the purpose of internal evaluation. It is not to be disclosed to any third party or made publicly available or accessible in any way, except with the prior written consent of A3 Communications.

Qty	Description	Unit Cost	Unit Price	Ext. Price
	Project Manager		\$110.00	\$440.00
<b>SubTotal</b>				\$49,211.78

Please contact me if I can be of further assistance.

<b>SubTotal</b>	\$103,657.78
<b>Tax</b>	\$0.00
<b>Shipping</b>	\$0.00
<b>Total</b>	<b>\$103,657.78</b>

In the event of changing market conditions which may impact costs, this quote is valid for the next 30 days. The information outlined in this quote is confidential and to be used solely for the purpose of internal evaluation. It is not to be disclosed to any third party or made publicly available or accessible in any way, except with the prior written consent of A3 Communications.



**A3**  
communications

# QUOTE

Number AAAQ66384

Date Feb 9, 2024

A DIVISION OF THE COOK & BOARDMAN GROUP, LLC

Sold To	Ship To	Your Consultant
<b>Franklin County - Maine</b> <b>Jim Desjardins</b> 140 Main St Farmington, ME 04938 United States  <b>Phone (207) 778-3346</b>	<b>Franklin County - Maine</b> <b>Jim Desjardins</b> 140 Main St Farmington, ME 04938 United States  <b>Phone (207) 778-3346</b>	<b>Brice Greenleaf</b> <b>207-536-5474 ext:</b> <b>207-939-2636</b> <b>fax:</b> <b>bgreenleaf@a3communications.com</b> <b>12 Sky View Drive, Cumberland</b> <b>Forside, ME 04110</b>

Terms	P.O. Number	Ship Via	Valid Through
NET 30		UPS Ground	3/10/2024

### Notes

Pricing Based on NASPO - Security and Fire Protection Services - Maine Contract #3407. All terms and conditions are based on the NASPO master agreement and any state specific terms included in the associated participating addendum. Here is the quote you requested.

Qty	Description	Unit Cost	Unit Price	Ext. Price
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**Franklin County Courthouse**  
*Opportunity 62485 - Courthouse Access Control, Video and Intercom 5Y*

#### Scope of Work:

A3 Communications will be installing a Verkada software and Hardware Package.  
 5 Year Verkada Licences for Cameras, Access control, Alarm System, Intercom, desk and View Stations.  
 Each Verkada software license includes technical support, access to Verkada Command for an unlimited number of users, and unlimited storage for any archived video clips in your account. The license also includes automatic firmware updates and security patches, as well as all future software enhancements.

#### PLEASE NOTE:

The proposed video surveillance solution will provide initial programming of the system to include basic functionality. Additional programming for more advanced features and functionality is available from A3 Communications at additional costs. Elements and excluded features of the programming include:

- Addition and naming of all cameras to correlate with project ID # (Customer can change name after project completion).
- Interior cameras: 12 fps, maximum resolution, medium compression, event recording with 5/10 seconds pre/post recording
- Exterior cameras: 12 fps, maximum resolution, medium compression, event recording with 10/20 second pre/post recording
- Exterior cameras: 5 fps, low resolution, medium-high compression, continuous recording
- Default user groups provided by VMS manufacturer only.

In the event of changing market conditions which may impact costs, this quote is valid for the next 30 days. The information outlined in this quote is confidential and to be used solely for the purpose of internal evaluation. It is not to be disclosed to any third party or made publicly available or accessible in any way, except with the prior written consent of A3 Communications.



Qty	Description	Unit Cost	Unit Price	Ext. Price
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devices required to meet applicable local codes;  
- Any computers/ servers or associated equipment (unless noted in the Bill of Materials);  
- Any network switches and/or routers (unless noted in the Bill of Materials);  
and  
- Any programming other than standardized configurations (unless noted in the Scope of Work), including but not limited to customizations, 3rd party interfaces, maps, etc.

**Notes and Assumptions:**

All changes affecting the design, quantity of material or additional labor shall be approved by the A3 Project Manager and Client prior to beginning work. Such changes may require the completion of a Change Order by the Client before any such change order work is performed.

- A3 will not be held responsible for any omissions or oversight due to miscommunications, misrepresentation or lack of information provided by customer in the formulation of this proposal;
- A3 Communications will provide all labor, tools, and supervision required to complete this installation, except for what the customer will be responsible for, stated above;
- Change orders - Must have written approval from customer before any work can proceed;
- In the closet, the cables will be punched down on patch panels and at the device the cables will be terminated on a jack and housed in a faceplate or surface mount box;
- All cables will be installed, tested and labeled in accordance with industry standards and manufacturer recommendations;
- If there are any other cables needed out of the SOW there will be additional change order; and
- The existing system(s) installed are working as expected.

**Software and License**

10	5 Year Camera License	\$539.00	\$668.36	\$6,683.60
2	5 Year Access Control License for One Door	\$599.40	\$743.26	\$1,486.52
1	5 Year IO Controller License	\$2,399.40	\$2,975.26	\$2,975.26
1	5 Year Standard Alarm License	\$4,500.00	\$5,580.00	\$5,580.00
3	5-Year CH52 Multisensor Camera License	\$1,619.40	\$2,008.06	\$6,024.18
1	5-Year Intercom License	\$599.40	\$743.26	\$743.26
2	5-Year Viewing Station License	\$1,199.40	\$1,487.26	\$2,974.52
1	5-Year Desk Station License	\$599.40	\$743.26	\$743.26

**Camera System**

7	CD62 Indoor Dome Camera, 512GB, 30 Days Max	\$899.40	\$1,115.26	\$7,806.82
3	CH52-E Outdoor Multisensor Camera, 1TB, 30 Days Max	\$2,159.40	\$2,677.66	\$8,032.98
2	VX52 Viewing Stations	\$299.40	\$371.26	\$742.52
2	Corner Mount Threaded cap that attaches to the rear of Camera. Use with Verkada ACC-MNT-2 mounting arm Built-in 3/4 NPT female and 1.5 NPT male piping connector.	\$119.40	\$148.06	\$296.12
2	Large Arm Mount Threaded cap that attaches to the rear of Camera. Use with Verkada ACC-MNT-2 mounting arm Built-in 3/4 NPT female and 1.5 NPT male piping connector.	\$95.40	\$118.30	\$236.60
2	Pendant Cap Mount Kit Threaded cap that attaches to the rear of Camera. Use with Verkada ACC-MNT-2 mounting arm Built-in 3/4 NPT female and 1.5 NPT male piping connector.	\$41.40	\$51.34	\$102.68

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Qty	Description	Unit Cost	Unit Price	Ext. Price
	Physical Security Network Engineer		\$125.00	\$1,500.00
	Project Manager		\$110.00	\$440.00

Please contact me if I can be of further assistance.

<b>SubTotal</b>	\$75,570.38
<b>Tax</b>	\$0.00
<b>Shipping</b>	\$0.00
<b>Total</b>	<b>\$75,570.38</b>

*In the event of changing market conditions which may impact costs, this quote is valid for the next 30 days. The information outlined in this quote is confidential and to be used solely for the purpose of internal evaluation. It is not to be disclosed to any third party or made publicly available or accessible in any way, except with the prior written consent of A3 Communications.*



## Franklin County, Maine

February 20, 2024

Rebecca Albair, Supervisor of UCC & Commissions  
Division of Corporations, UCC & Commissions  
Bureau of Corporations, Elections & Commissions  
Department of the Secretary of State  
101 State House Station  
Augusta, Maine 04333-0101

RE: Appointment of Thoams Dubois to the Land Use Planning Commission

Dear Mrs. Albair:

On January 16, 2024, the Franklin County Commissioners voted to nominate and effective upon State Senate confirmation, appoint Thomas Dubois of 47 Quick Stream Drive, Salem Township, Maine 04983 to the Land Use Planning Commission. The County appointed Mr. Dubois to fill the term beginning February 20, 2024, seat #6. On February 14, 2024, the Joint Standing Committee of Agriculture, Conservation and Forestry held a public hearing on Mr. Dubois's nomination and approved the nomination to move to the next step before the Senate. On Friday, February 15, 2024, the Senate voted to confirm the County's nomination of Mr. Dubois

Therefore, please provide Mr. Dubois with the necessary swearing in paperwork at your earliest convenience to his e-mail address listed below.

Thank you for your attention to this matter.

Sincerely,

Lance Harvell  
Franklin County Commissioner Chair

cc: Thomas Dubois (pastorwmbe@gmail.com)

140 MAIN STREET, SUITE 3 · FARMINGTON, MAINE 04938 · (207) 778-6614

---

TERRY BRANN  
District #1

LANCE HARVELL  
District #2

BOB CARLTON  
District #3

AMY BERNARD  
County Administrator  
ABernard@franklincountymaine.gov



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0016

Janet T. Mills  
GOVERNOR

Bruce A. Van Note  
COMMISSIONER

February 08, 2024

Franklin County Commissioners  
140 Main Street, Suite 3  
Farmington, Maine 04938

Re: Madrid Township -- Posting of Reeds Mill Bridge # 5929

Dear Municipal Officials,

This letter is to inform you that MaineDOT is recommending Reeds Mill Bridge that carries Reeds Mill Road over Orbeton Stream in the Town of Madrid is safe for all Legal Loads. The bridge is **NOT** safe for **Routine Permit Vehicles**. Routine Permit vehicles require the owners permission to use the bridge. The bridge Posting may be removed with the understanding that Municipal officials **WILL NOT** allow Routine Permit Vehicles to use the bridge. Otherwise the bridge will be require to be posted at a Tonnage to be determined by the MaineDOT Posting Committee in order to protect the safety of the travelling public. The bridge will be reevaluated and may be further restricted or closed as a result.

The bridge should be posted as soon as practical if required. The municipalities have the primary responsibility for safety of the bridge including load posting and closure as explained in the Maine's 2001 Local Bridge Law under 23 MRSA Chapter 9, subchapter 4-A.

The bridge posting if used should follow the Manual for Uniform Traffic Control Devices. It is recommended that a Bridge Posted Ahead sign be placed at the nearest intersection on each end to allow overload vehicles to use an alternate route.

MaineDOT will provide you with the initial signs and appropriate guidance if the County decides to Post for Load. MaineDOT will exercise its authority to protect public safety and post the structure if required. The Department will invoice the municipalities for time and materials required to install the posting signs. If the municipality fails to maintain the signs, MaineDOT will do so and again invoice the municipality for the costs incurred.

If you have any questions regarding the signage or traffic related issues you may contact Tim Soucie, the Region Traffic Engineer at 562-4228, or Tony Beaulieu, the Region Engineer at 562-4228. If you have any structural questions regarding the condition of the bridge, do not hesitate to contact me at 624-3246.

Sincerely,

Ronald W. Taylor, P.E.

Cc Ben Foster / Tim Soucie / Tony Beaulieu / File



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0016

Janet T. Mills  
GOVERNOR

Bruce A. Van Note  
COMMISSIONER

February 08, 2024

Franklin County Commissioners  
140 Main Street, Suite 3  
Farmington, Maine 04938

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Sincerely,

Ronald W. Taylor, P.E.

Cc Ben Foster / Tim Soucie / Tony Beaulieu / File