

FRANKLIN COUNTY COMMISSIONERS MEETING AGENDA

LOCATION: Franklin County Superior Courtroom

DATE AND TIME: March 18, 2025, at 10:00 a.m.

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.

RECOGNITION:

APPOINTMENTS:

NEW BUSINESS:

1. Administrator's Report
2. Minutes
3. Treasurer's Report
4. Andre Cushing, III, President of the MCCA - Update
5. LD 870
6. Sheriff's Office – Ace K9 Hot-N-Pop Heat Alarm Systems
7. Sheriff's Office – State of Maine Grant for XRB Shots
8. Jail Remodel – Review of revised cost proposal from E.J. Perry Construction Co., Inc.
9. Courthouse Upgrade
 - A. Disposition of Excess Equipment and Furniture
 - B. Proposed Probate Courthouse Space
 - C. Department Closures for Window Installation
 - D. RFP for Services
10. On-Call – IT/EMA
11. Suggested Meeting times/places for future Commissioner Meetings
12. County Administrator Residency
13. County Administrator/UT Manager
14. Salary Structure
15. Schedule Budget Review Meeting

OLD BUSINESS:

MISCELLANEOUS:

WARRANTS: UT, County AP, TIF, ARPA and Payroll

ADJOURNMENT:

Meeting Packets are available to view by clicking on the link below:

[Agendas & Minutes - Franklin County, Maine \(franklincountymaine.gov\)](http://franklincountymaine.gov)

**County Commissioner's Meeting
Agenda Discussion and Analysis
March 18, 2025**

Appointments: None

Agenda Item: Administrator's Report

- **April 1st is the start date for medical expansion at the Jail.**
- **Attorney Tibbetts informed Administration of her departure from Jensen Baird Attorney at Law, her last day will be the middle of April. An RFP is being developed to go out to bid for legal services.**

Recommendation: Motion to accept the Administrator's Report.

Minutes: Provided to you prior to the Commissioner's Meeting

**Recommendation: Motion to approve the March 4, 2025, Minutes.
Motion to approve the March 10, 2025, Workshop Minutes.**

Treasurer's Report: Included in the packet

Recommendation: Motion to accept the Treasurer's Report.

Andre Cushing, III, President of the MCCA - Update

Comment: As the new President of the MCCA, one of Andre's goals is to strengthen the organization and improve communications. He is visiting each county and attending one of their Commissioner meetings.

Recommendation: None at this time.

LD 870

Comment: This Bill is scheduled for a public hearing on March 20th, which, if passes will expand the LUPC from nine members to thirteen, all additional members will be appointed

by the Governor and will not necessarily be from the Plantations or Unorganized Territories. It also limits the County Commissioners timeline to appoint a member from 90 working days to 30 working days. This is problematic, as the requirement of notice and acceptance of application at times takes more than a month. Then for the Commissioners to interview and recommend for appointment to the State is very difficult to achieve in roughly 6 weeks. This Bill is essentially changing the local control of the LUPC to Augusta by removing the residency requirement. Commissioner Carlton is planning to testify on this bill and is looking for approval to testify in opposition for the above reasons stated.

Recommendation: Motion: To authorize testimony in opposition of LD 870 at the Committee on Agriculture, Conservation and Forestry.

Sheriff's Office – Ace K9 Hot-N-Pop Heat Alarm System

Comments: Wayne Robichaud from K9 Ballistic Vests has raised funds to donate two Ace K9 Hot-N-Pop Heat Alarm Systems for K9 Atlas and K9 Rahka's cruisers.

Recommendation: Motion to approve the donation from K9 Ballistic Vests.

Sheriff's Office – State of Maine Grant for XRB Shots

Comments: The Sheriff's Office is looking for permission to apply for a grant through the State of Maine for Extended Release Buprenorphine shots. There is no local match, and no cost to the County. The deadline for applying for this grant is March 18, 2025.

Recommendation: Motion: Authorize the Sheriff Office to apply for the State of Maine Grant for XRB Shots.

Jail Remodel – Review revised cost proposal from E.J. Perry Construction Co., Inc.

Comments: At the February 18, 2025, Commissioner Meeting the Commissioner made a Motion to authorize the Sheriff's office to continue conversations with the contractor and come back with an action plan. E.J. Perry has revised their cost proposal, a copy of which is included in your packet.

Recommendation: Motion: Award the bid which will be funded from the COSSUP Grant Construction Project.

Courthouse Upgrade

- A. Disposition of Excess Equipment and Furniture**
- B. Proposed Probate Courtroom Space**
- C. Department Closures for Window Installation**
- D. RFP for Services**

Comments: The Commissioners Office has moved out of the space, and we have many additional desks that are in various conditions. Facilities is looking for approval to dispose of the desks in disrepair and allow facilities staff to sell the desks in good condition through Facebook marketplace or other websites.

Probate Courtroom has been proposed for the third floor "radio room", The probate Judge has suggested that the County get an engineer stamp to ensure the structural integrity of the space is adequate for a courtroom. This will require a structural engineer to evaluate it. I am looking for authorization to have an engineer do this work. There are concerns about the door span not meeting egress codes, but that will be determined by the Fire Marshall and its permit process.

Window Replacements: Mr. Martell from Community Concepts performed a lead test on the sills of the windows. The results determined that areas of the windows tested positive for lead. We spoke with the State OSHA division, and it has been determined that the best practice is to isolate/quarantine the areas during construction where lead is present. This would mean staff will not be able to work in the space, and the rooms would be sealed while the windows are removed and replaced.

RFP for services (Electrical): The Commissioners Office issued an RFP for the electrical upgrade. It is enclosed in your packet. I strongly suggest we go out to bid for facilities services, when emergencies arise on the boiler, plumbing or electrical it is impractical to go out to bid before fixing or "upgrades" to an existing system without down time under the statute.

Recommendations: Motion: Authorize the disposition of excess furniture in the Courthouse.

Motion: Authorize structural engineer to review and determine third floor safety for Probate Courtroom.

Motion: To approve the isolation/closure of the departments as the windows are being replaced in each department.

On-Call – IT/EMA

Comments: Commissioner Saviello requested that this matter be discussed.

Recommendation: None at this time.

Suggested Meeting times/places for future Commissioner Meetings

Comments: Commissioner Saviello requested that this matter be discussed. A copy of the proposed calendar is included in your packet.

Recommendations: None at this time.

County Administrator Residency

Comments: When Amy Bernard was hired to be the County Administrator in May of 2022, the Commissioners at the time approved the hire with the understanding that she lived in Rumford. Commissioner Saviello requested that this matter be discussed.

Recommendation: None at this time.

County Administrator/UT Manager

Comments: Commissioner Saviello requested that this matter be discussed. This "appointment" has no additional stipend added to the County Administrators Salary. The County Administrators' Salary of \$115,000 is divided equally in three ways (County, UT, and TIF). Please see Payroll report for confirmation.

Recommendation: None at this time.

Salary Structure

Comments: In your packet you will find the (Model #3) structure and cost for a 3% COLA and (Model #4) 2.4% COLA, along with the elected officials structures with the

respective COLA for each. In the original 3% COLA cost proposal, it was discovered there were some cells within the workbook that were corrupt which impacted the calculation of cost. The errors have been corrected, and you will see the adjusted cost in what has been provided here today. The difference in cost between 3% and 2.4% is \$10,267.14 excluding the elected.

With the elected, the difference in cost between the 3% and 2.4% is \$351.86 assuming the Commissioners salary will remain the same. (Reminder: The Judge, Treasurer, Register of Probate, and Sheriff were adjusted to the market average in this model (Model #4). Also provided is an elected structure (Model #5) which does not have adjustments to the 4 elected positions to market average. The difference in cost between the elected Model #4 and Model #5 is \$18,067.87. There are concerns with this model regarding the Sheriff's salary.

Recommendation: None at this time.

Schedule Budget Review Meeting

Comments: Commissioners review and vote on the department budgets and send it to the Franklin County Budget Committee, I suggest we meet on March 25th at 10 am.

Recommendation: Please bring your calendar and vote to meet on March 25th at 10 am.

Old Business:

PAM PRODAN, TREASURER – Report for March 18, 2025, meeting

Current cash and investment (CDARS) balances from trio-web.com Ledger Detail Report

General Fund Operating Cash \$4,445,164.38

General Fund Payroll Cash \$768,164.74

General Fund CDARS \$0.00

ARPA Fund Cash \$647,697.42

ARPA Fund CDARS \$750,000.00

UT General Fund Cash \$1,621,620.38

UT General Fund CDARS \$0.00

UT TIF Fund Cash \$789,227.40

UT TIF CDARS: \$3,012,927.67

Interest rates

General Fund Operating Cash 3.5% 2/28/2025 All invested w/Intrafi Cash Service at Androscoggin Savings

ARPA Fund Cash 3.0% 2/28/2025 All invested w/ Intrafi Cash Service at Franklin Savings

ARPA Fund CDARS 3.5% 3/18/2025 All invested at Franklin Savings

UT General Fund Cash 3.5% 2/28/2025 All invested w/Intrafi Cash Service at Androscoggin Savings

UT TIF Fund Cash 3.5% 2/28/2025 All invested w/Intrafi Cash Service at Androscoggin Savings

UT TIF CDARS: 4.4% 3/18/2025 26-week and 3.9% 3/18/2025 13-week at Androscoggin Savings

Town Tax Payments

For municipalities, the due date is February 1, 2025, for the second of the two county tax payments for the fiscal year ending June 30, 2025. They have a grace period until interest begins on April 1, 2025. See the next page for second tax payments received as of Friday, March 14, 2025. As of this report, the General Fund Taxes Receivable balance is \$491,142.00.

Warrants

AP Warrants expected for signatures at 3/18/2025 meeting

AP County Warrant \$313,233.12

AP UT Warrant \$9,568.40

AP TIF Warrant \$24,141.00

AP ARPA Warrant \$1,500.00

Payroll Warrant

Pay period from 2/16/2025 to 3/1/2025 \$199,203.42

SECOND TAX PAYMENTS

All of these were received as of Friday, March 14, 2025:

AVON \$42,511.00
CARRABASSETT VALLEY \$802,937.00
CARTHAGE \$63,222.50
CHESTERVILLE \$117,493.50
COPLIN \$41,423.00
DALLAS PLANTATION \$137,503.00
EUSTIS \$180,260.00
FARMINGTON \$534,285.00
INDUSTRY \$105,698.50
JAY \$343,669.50
KINGFIELD \$138,766.50
NEW SHARON \$102,574.50
NEW VINEYARD \$87,479.50
PHILLIPS \$84,671.00
RANGELEY \$610,040.00
SANDY RIVER PLANTATION \$127,954.50
STRONG \$85,619.00
TEMPLE \$43,424.00
WELD \$125,006.00



132nd MAINE LEGISLATURE

FIRST REGULAR SESSION-2025

Legislative Document

No. 870

H.P. 556

House of Representatives, March 4, 2025

An Act Regarding the Membership of the Maine Land Use Planning Commission

Reference to the Committee on Agriculture, Conservation and Forestry suggested and ordered printed.

A handwritten signature in cursive script, reading "R B. Hunt".

ROBERT B. HUNT
Clerk

Presented by Representative BRIDGEO of Augusta.
Cosponsored by Senator PIERCE of Cumberland and
Representatives: DILL of Old Town, FROST of Belgrade, HEPLER of Woolwich, LEE of
Auburn, PLUECKER of Warren, Senators: BENNETT of Oxford, BRENNER of Cumberland,
INGWERSEN of York.

1 **Be it enacted by the People of the State of Maine as follows:**

2 **Sec. 1. 12 MRSA §683-A, first ¶,** as amended by PL 2013, c. 256, §3, is further
3 amended to read:

4 The Maine Land Use Planning Commission, as established by Title 5, section 12004-D,
5 subsection 1-A to carry out the purposes stated in section 681, is created within the
6 Department of Agriculture, Conservation and Forestry and in this chapter called "the
7 commission." The commission is charged with implementing this chapter. The
8 commission consists of ~~9~~ 13 members, appointed in accordance with subsections 1 and 2.
9 All appointments under this section are subject to review by the joint standing committee
10 of the Legislature having jurisdiction over conservation matters and to confirmation by the
11 Senate.

12 **Sec. 2. 12 MRSA §683-A, sub-§1,** as amended by PL 2013, c. 256, §3, is further
13 amended to read:

14 **1. Appointment by the Governor.** Except as provided in subsection 2, the Governor
15 shall appoint ~~one member~~ 5 members to the commission who must be chosen to represent
16 the broadest possible interest and experience that can be brought to bear on the
17 administration and implementation of this Title and all other laws the commission is
18 charged with administering. In selecting ~~an appointee~~ appointees, the Governor shall
19 actively seek ~~and give consideration to persons residing in or near the unorganized and~~
20 ~~deorganized areas of the State and to persons residing on unorganized coastal islands.~~ An
21 appointee ~~under this subsection must be familiar with the needs and issues affecting the~~
22 ~~commission's jurisdiction and must:~~ persons with technical or scientific backgrounds in one
23 or more of the areas of forestry, land use planning, conservation, fisheries, wildlife, outdoor
24 recreation and natural resources-related businesses that operate in the commission's
25 jurisdiction.

26 A. ~~Reside in the commission's jurisdiction;~~

27 B. ~~Work in the commission's jurisdiction;~~

28 C. ~~Be a former resident or be retired after having worked for a minimum of 5 years~~
29 ~~within the commission's jurisdiction; or~~

30 D. ~~Have expertise in commerce and industry, fisheries and wildlife, forestry or~~
31 ~~conservation issues as they relate to the commission's jurisdiction.~~

32 **Sec. 3. 12 MRSA §683-A, sub-§2,** as amended by PL 2013, c. 256, §3, is further
33 amended to read:

34 **2. Appointment of members representing a county.** One member must be
35 appointed by each of the 8 counties with the most acreage in the unorganized or
36 deorganized areas subject to the jurisdiction of the commission. The board of county
37 commissioners for each of the counties shall appoint by majority vote a resident of that
38 county to serve as a member of the commission. A county commissioner who is a candidate
39 for appointment to serve on the commission may not vote on that appointment. In making
40 the appointment, the board of county commissioners shall actively seek and give
41 consideration to persons residing in or near the unorganized or deorganized areas within
42 the county. The At least 3 months before the end of a term for a commissioner appointed
43 by a board of county commissioners, the director of the commission shall provide that

1 board of county commissioners with general information about the commission's
2 jurisdiction, the roles and responsibilities of a member of the commission and other
3 materials that the board of county commissioners may share with interested applicants.
4 Each board of county commissioners shall advertise the position for at least 30 days and in
5 the same manner as the county advertises personnel positions. The board of county
6 commissioners shall accept written or electronic applications from candidates, conduct
7 interviews with candidates as determined by the board, evaluate candidates based on
8 required qualifications and select from among those candidates an appointee.

9 An appointee under this subsection must have expertise in ~~commerce and industry, fisheries~~
10 ~~and wildlife, forestry or, conservation issues as they relate to the commission's jurisdiction~~
11 ~~and must, fisheries, wildlife, land use planning, outdoor recreation or natural resources-~~
12 ~~based businesses that operate in the commission's jurisdiction and must reside or work in~~
13 ~~the commission's jurisdiction, be a former resident of the commission's jurisdiction or have~~
14 ~~significant professional experience working within the commission's jurisdiction.~~

15 A. Reside in the commission's jurisdiction;

16 B. ~~Work in the commission's jurisdiction; or~~

17 C. ~~Be a former resident or be retired after having worked for a minimum of 5 years~~
18 ~~within the commission's jurisdiction.~~

19 If a board of county commissioners fails to appoint a member to the commission under this
20 subsection within ~~90~~ 30 business days of a vacancy on the commission to be filled by that
21 county, the Governor shall appoint a resident of that county meeting the criteria in
22 subsection 1 to fill the vacancy.

23 For any county appointee, the board of county commissioners shall provide to the Office
24 of the Governor, the President of the Senate and, the Speaker of the House of
25 Representatives and the director of the commission the name and address of the appointee,
26 together with information concerning that person's background and qualifications, in the
27 same manner required of the Governor for nominations made pursuant to Title 3, section
28 154. A board of county commissioners has the same authority as the Governor, pursuant
29 to Title 3, section 154, to withdraw the name of an appointee at any time before the Senate
30 votes. The provisions of Title 3, sections 155 to 158 apply to the process of legislative
31 review and confirmation of all county appointees to the commission.

32 **Sec. 4. 12 MRSA §683-A, sub-§4**, as amended by PL 2013, c. 256, §3, is further
33 amended to read:

34 **4. Terms.** All members are appointed to 4-year terms and may not serve more than 2
35 consecutive terms. Any member who has not been reappointed by the Governor or a board
36 of county commissioners prior to the expiration of that member's term may not continue to
37 serve on the commission, unless the Governor notifies the Legislature in writing prior to
38 the expiration of that member's term that extension of that member's term is required to
39 ensure fair consideration of specific major applications pending before the commission.
40 That member's term ends upon final commission decisions on the specific applications
41 identified in the Governor's communication. Any member reappointed by the Governor or
42 a board of county commissioners prior to the expiration of that member's term continues to
43 serve on the commission until the appointment is acted upon by the Legislature. Once a
44 member of the commission has been appointed by the Governor or a board of county

1 commissioners, a vacancy of that seat must be filled by the same appointing authority as
2 provided in this section. A vacancy during an unexpired term is filled only for the unexpired
3 portion of the term.

4 **Sec. 5. 12 MRSA §683-A, sub-§6** is enacted to read:

5 **6. Tracking appointments.** The Secretary of State shall include information about
6 the members of the commission in its annual report under Title 5, section 12009, subsection
7 3, including information on the date of expiration of the term of each member and the
8 authority responsible for appointments or reappointments.

9 **Sec. 6. 12 MRSA §684, first ¶**, as amended by PL 2011, c. 682, §8, is further
10 amended to read:

11 The commission shall elect annually, from its own membership, a chair, vice-chair and
12 such other officers it considers necessary. Meetings are held at the call of the chair or at the
13 call of more than 1/2 of the membership. Meetings must be held at a location within the
14 jurisdiction of the commission or another convenient location approved by the chair. The
15 commission, acting in accordance with the procedures set forth in Title 5, chapter 375,
16 subchapter ~~2~~ 2-A, may adopt whatever rules it considers necessary for the conduct of its
17 business. The commission shall keep minutes of all proceedings, which are a public record
18 available and on file in the office of the commission. Members of the commission are
19 compensated as provided in Title 5, chapter 379. Commission members must receive an
20 orientation and annual continuing education on this chapter, commission rules and planning
21 and regulatory processes. A quorum of the commission for the transaction of business is ~~5~~
22 7 members. ~~No~~ An action may not be taken by the commission unless upon approval by a
23 vote of ~~5~~ 7 members.

24 **Sec. 7. Staggered terms.** Notwithstanding the Maine Revised Statutes, Title 12,
25 section 683-A, subsection 1, members initially appointed by the Governor to the Maine
26 Land Use Planning Commission pursuant to this Act are appointed to staggered terms, with
27 2 members appointed for 2-year terms and 2 members appointed for 4-year terms.

28 SUMMARY

29 This bill amends the membership of the Maine Land Use Planning Commission by
30 increasing the number of members from 9 to 13, with the Governor appointing the
31 additional members. The bill also adds qualifications to be considered by the Governor
32 and boards of county commissioners when appointing members to the commission and
33 provides a membership term limit of 2 consecutive 4-year terms. The bill also requires the
34 Secretary of State to include information about the members of the commission in its annual
35 report on board appointments, including information on the date of expiration of the term
36 of each member and the authority responsible for appointments or reappointments.



Franklin County, Maine

Testimony in Opposition to LD 870 – An Act Regarding the Membership of the Maine Land Use Planning Commission.

March 20, 2025

Senator Talbot Ross, Representative Pluecker and members of the Committee on Agriculture, Conservation and Forestry

My name is Commissioner Robert Carlton from Freeman Township, Franklin County. I am speaking in opposition to LD 870 and the proposed changes to the membership and makeup of the Land Use Planning Commission (LUPC).

We have many concerns about LD 870, first is that this bill expands the size of the LUPC from its current 9 members to 13 and all four of those appointments are political appointees of the Governor. Second, these additional members no longer have a residency requirement to be in the Plantations and or Unorganized territories. These changes shift the power and makeup of the LUPC board from local control to Augusta.

The third and most concerning issue with the proposed bill is the reduction of the timeline, recommending an appointee from 90 business days to 30 business days for the County Commissioners to recommend an appointment to the Board. We have recently done this and to do our due diligence it takes time this bill is proposing to strip from the Commissioners of each County with Plantations and or Unorganized Territories.

In closing, if there are legitimate concerns about the make-up and function of the LUPC Board, solutions should be brought up in a partnership between the Counties and the State. LD 870 reveals a heavy-handed approach to address concerns the Counties are unaware of and disregards the role of the elected County Officials.

140 Main Street, Suite 3, Farmington, Maine 04938. (207) 778-6614

Tom Saviello
District #1

Fen Fowler
District #2

Tom Skolfield
District #3

Bob Carlton
District #4

Jeff Gilbert
District #5

Amy Bernard
County Administrator
abernard@franklincountymaine.gov

Jamie Sullivan

From: David Rackliffe
Sent: Thursday, March 6, 2025 1:22 PM
To: Jamie Sullivan
Subject: Agenda

Jamie,

Can you add me to the agenda for the next commissioner's meeting? There is a non-profit that raises money for police K9 Vests and heat alarm systems. They have raised funds to pay for a heat alarm/door popper system for Deputy Gray and Sgt. Couture. I am waiting on written notification from them and can supply more information once they do, but I want to make sure I can get on the agenda. They may come for the meeting if they are available.

Thanks

David



Lieutenant David Rackliffe
Franklin County Sheriff's Office
123 County Way
Farmington, ME 04938

(207) 778-2680 Office
(207) 778-9064 Fax

Jamie Sullivan

From: David Rackliffe
Sent: Thursday, March 6, 2025 4:11 PM
To: Jamie Sullivan
Subject: Fw: K9 Heat Alarms

Here's the email from the folks who raised the funds for the K9 heat alarms. Please let me know if you need anything else to get this on the agenda.

Get [Outlook for iOS](#)

From: Wayne Robichaud <k9ballisticvests@gmail.com>
Sent: Thursday, March 6, 2025 3:50:29 PM
To: David Rackliffe <DRackliffe@franklincountymaine.gov>
Subject: K9 Heat Alarms

Caution: This is an external email. Please take care when clicking links or opening attachments.
When in doubt, contact your IT Department

Wayne Robichaud
K9 Ballistic Vests
72 School House Road
Oxford Maine 04270
207-598-3787
k9ballisticvests@gmail.com

As per our prior conversation we have raised the funds to donate 2 Ace K9 Hot N Pop K9 heat alarms systems for K9 Atlas and K9 Rahka's cruisers.

We are in the process of placing the order for the equipment and will donate it to The Sheriff's Department as soon as we receive them.

If there is anything else you need from us please feel free to contact us.

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

STATE OF MAINE
Department of Department of Public Safety



RFA# 202502027

FY 2025 Substance Use Disorder Assistance Program

RFA Coordinator	NAME:	Michelle Morse
	TITLE:	Contract Grants Specialist
	EMAIL:	Michelle.morse@maine.gov
<i>All communication regarding the RFA <u>must</u> be made through the RFA Coordinator.</i>		

Submitted Questions Due Date	March 14, 2025, no later than 11:59 p.m., local time
<i>All questions <u>must</u> be received by the RFA Coordinator by the date and time listed above.</i>	

Application Submission Deadline	DATE:	March 26, 2025, no later than 11:59 p.m., local time.
	TO:	Proposals@maine.gov
<i>Applications <u>must</u> be received electronically by the Office of State Procurement Services by the date and time listed above.</i>		

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RFA TERMS/ACRONYMS with DEFINITIONS

The following terms and acronyms, as referenced in the RFA, have the meanings indicated below:

<u>Term/Acronym</u>	<u>Definition</u>
DPS	Department of Public Safety
State	State of Maine
RFA	Request for Application
RFP	Request for Proposal
SUD	Substance Use Disorder

PART I OVERVIEW OF THE GRANT OPPORTUNITY

A. Purpose and Background

The Department of Public Safety (DPS) is seeking applications from eligible applicants to provide programs designed to assist persons with presumed substance use disorder using liaison strategies both before and after arrest to refer alleged low-level (non-felony) offenders into community-based treatment and support services as defined in this Request for Applications (RFA) document. Eligible applicants are municipal governments, county governments, tribal governments, or regional jails. This document provides instructions for submitting applications, the procedure, and criteria by which the Applicant(s) will be selected and the contractual terms which will govern the relationship between the State of Maine (State) and the awarded applicant(s).

B. General Provisions

1. From the time this RFA is issued until award notification is made, all contact with the State regarding this RFA must be made through the RFA Coordinator identified on the cover page of this RFA. No other person/State employee is empowered to make binding statements regarding this RFA. Violation of this provision may lead to disqualification from the application process, at the State's discretion.
2. Issuance of the RFA does not commit the Department to issue an award or to pay expenses incurred by an Applicant in the preparation of a response to the RFA. This includes attendance at personal interviews or other meetings, where applicable.
3. All applications must adhere to the instructions and format requirements outlined in the RFA and all written supplements and amendments (such as the Summary of Questions and Answers), issued by the Department. Applications are to follow the format and respond to all questions and instructions specified in Part III of the RFA.
4. Applicants will take careful note that in evaluating an application submitted in response to this RFA, the Department will consider materials provided in the application, information obtained through interviews/presentations (if any), and internal Departmental information of previous contract history with the Applicant (if any). The Department also reserves the right to consider other reliable references and publicly available information in evaluating the Applicant's experience and capabilities.
5. The application must be signed by a person authorized to legally bind the Applicant and must contain a statement that the proposal and the pricing contained therein will remain valid and binding for a period of 180 days from the date and time of the bid opening.
6. The RFA and the awarded Applicant's proposal, including all appendices or attachments, will be the basis for the final contract, as determined by the Department.
7. Following announcement of an award decision, all submissions in response to this RFA will be public records, available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](#) et seq.).
8. In the event that an Applicant believes any information that it submits in response to this RFA is confidential, it must mark that information accordingly, and include citation to legal authority in support of the Applicant's claim of confidentiality. In the event that the Department receives a FOAA request that includes submissions marked as confidential, the Department shall evaluate the information and any legal authority from the Applicant to determine whether the information is an exception to FOAA's definition of public record. If the Department determines to release information that an Applicant has marked confidential, it shall provide advance notice to the Applicant to allow for them to seek legal relief.

9. The Department, at its sole discretion, reserves the right to recognize and waive minor informalities and irregularities found in applications received in response to the RFA.
10. All applicable laws, whether or not herein contained, shall be included by this reference. It shall be the Applicant's responsibility to determine the applicability and requirements of any such laws and to abide by them.

C. Eligibility to Submit Applications

All municipal governments, county governments, federally recognized Indian tribal governments or regional jails are invited to submit bids in response to this RFA. Private and non-profit agencies are not eligible to apply for Substance Use Disorder Assistance Program funds.

DPS is seeking proposals from eligible applicants to provide programs designed to assist persons with presumed substance use disorder using liaison strategies both before and after arrest to refer alleged low-level (non-felony) offenders into community-based treatment and support services. Funds may be used to provide individual and group treatment activities. These projects must be designed to facilitate pathways to evidence-based, community-based treatment, medically assisted treatment, and/or recovery and support services.

- 1) Municipal or county governments or regional jails for programs designed to assist persons with presumed substance use disorder by using liaison strategies both before and after arrest to refer alleged low-level offenders into community-based treatment and support services. Programs may include, but are not limited to:
 - a) Referral of participants in the Substance Use Disorder Assistance Program to evidence-based treatment programs, including medically assisted treatment; and
 - b) Provision of case management services to participants in order to secure appropriate treatment and support services such as housing, health care, job training, and mental health services.
- 2) County governments for programs in the county jails designed to facilitate the accessing by persons with presumed substance use disorder of post-adjudication diversion and reentry programs. Programs may include, but are not limited to:
 - a) Provision of evidence-based treatment programs, including medically assisted treatment, to jail inmates; and
 - b) Provision of case management or other support services to participants to assist in the transition from jail upon release.
- 3) Municipal governments for programs designed to facilitate pathways to community-based treatment, recovery, and support services for persons with substance use disorder who present themselves to municipal law enforcement agencies and request assistance and referral to evidence-based treatment programs, including medically assisted treatment.

D. Awards

DPS anticipates making multiple awards as a result of this RFA process. There is \$500,000.00 available in funding.

E. Applicable Legislation

These projects are funded under [Title 25, Part 13, Chapter 601, §5101 Substance Use Disorder Assistance Program](#)

F. Appeal of Contract Awards

Any person aggrieved by the award decision that results from this Request for Applications may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in 5 MRSA § 1825-E and 18-554 Code of Maine Rules, Chapter 120 (found here: [Chapter 120](#)). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of contract award.

PART II ACTIVITIES AND REQUIREMENTS

A. Required Activities

DPS is seeking a cost-efficient proposal(s) to provide services, as defined in this RFA, for the anticipated contract period defined in the table below. Please note that the dates below are estimated and may be adjusted, as necessary, to comply with all procedural requirements associated with this RFA and the contracting process. The actual contract start date will be established by a completed and approved contract.

The term of the anticipated contract, resulting from this RFP, is defined as follows:

Period	Start Date	End Date
Period of Performance	April 1, 2025	March 31, 2026

B. Allowable Use of Funds

Allowable uses of funds can include, but are not limited to, the following:

1. Licensed Addiction Counselor
2. Treatment therapist, family therapy
3. Case management services
4. Medically assisted treatment
5. Health care
6. Job training

Allowable costs are those cost principles identified in the State Administrative and Accounting Manual, authorizing legislation, and the Substance Use Disorder Assistance Program grant requirements and solicitation. In addition, costs must be reasonable, allocable, necessary to the project, and comply with the funding statute requirements. Any questions about allowable use of funds should be directed to DPS prior to application submission using the process described in Appendix A.

Contracts & Consultants

When a funded applicant engages in contracts for work or services, the following is required:

- All consultant and contractual services shall include written contracts stating the services to be performed, rate of compensation, and length of time over which the services will be provided. This shall not exceed the length of the grant contract period.
- A copy of all written contracts shall be provided to DPS upon their ratification.
- Payments shall be supported by invoices outlining the services rendered and supporting the period covered.
- Any consultant costs shall be fair and reasonable.

C. Non-Allowable Use of Funds

1. Funds shall not be used for land acquisition or construction projects.
2. No arrangement shall be made by the funded applicant with any other party for furnishing any services herein contracted for without prior review and approval of the contracting agreement by the Grant Administrator.
3. No grant funds may be spent for office furniture or other like purchases, e.g., copiers, air conditioners, heat lamps, fans, file cabinets, desks, chairs, and rugs.
4. Substance Use Disorder Assistance Program funds shall not be used for lobbying purposes such as but not limited to:
 - a. Attempting to influence the outcome of any Federal, State, or local election, referendum, initiative, or similar procedure, through in-kind or cash contributions, endorsements, publicity, or similar activity;
 - b. Establishing, administering, contributing to, or paying for the expenses of a political party, campaign, political action committee, or other organization established for the purpose of influencing the outcome of elections;
 - c. All funded applicants must understand that no appropriated funding made available under the grant program may be used, either directly or indirectly, to support the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government, without the express approval of DPS.

D. Reporting Requirements

Performance Measures

DPS is required to collect and submit data documenting the outcome or impact of the grant-funded activities for all funded applicants. To aid DPS in meeting this requirement all applicants who receive funding under this solicitation must provide data that measures the effectiveness and results of their work. Progress reporting will take place no later than 15 days after the end of each quarter using the form to be provided at contract award.

Progress Reports serve as the basis for the annual reporting performance to the Maine Legislature and must include performance information on implementation, activity, goals/objectives, and data metrics specific to your program. The Annual Report must be provided on the anniversary date of the grant award regarding the status of the program for which the grant was awarded. The report must include a description of how the grant funds were spent, the results of the program, and any recommendations for modification of the program, including any available information concerning the program's effectiveness in reducing

substance use disorder and recidivism. It is imperative that applicants review the data required prior to submitting their application.

The scope of your project will determine which performance measures will be required – an example is provided below.

Objective	Performance Measure	Baseline Number	Data Grantees Provide
To reduce substance use and recidivism by providing therapeutic treatment services.	The number of participants enrolled in the program.		A. Total number of participants currently enrolled in the program B. Number of new participants admitted to the program
	Percentage of participants successfully completing the program.		A. Total number of participants successfully completing the program B. The total number of participants who do not complete the program.
	Percentage of aftercare participants charged with drug or non-drug offenses(s)		A. Number of aftercare participants B. Number of aftercare participants charged with drug offenses(s) C. Number of aftercare participants charged with non-drug offense(s)
	Average treatment cost per participant		A. Total grant-funded expenditures this reporting period B. Total number of participants currently enrolled

PART III KEY PROCESS EVENTS

A. Submission of Questions

1. **General Instructions:** It is the responsibility of all Applicants and other interested parties to examine the entire RFA and to seek clarification, in writing, if they do not understand any information or instructions.
 - a. Applicants and other interested parties should use **Appendix A** (Submitted Questions Form) for submission of questions. The form is to be submitted as a WORD document.
 - b. Questions must be submitted, by e-mail, and received by the RFA Coordinator identified on the cover page of the RFA as soon as possible but no later than the date and time specified on the RFA cover page.
 - c. Submitted Questions must include the RFA Number and Title in the subject line of the e-mail. The Department assumes no liability for assuring accurate/complete/on time e-mail transmission and receipt.
2. **Question & Answer Summary:** Responses to all questions will be compiled in writing and posted on the State's Office of State Procurement Services [Grant RFPs and RFAs](#) website. It is the responsibility of all interested parties to go to this website to obtain a copy of the Question & Answer Summary. Only those answers issued in writing on this website will be considered binding.

B. Amendments

All amendments released in regard to this RFA will be posted on the Office of State Procurement Services [Grant RFPs and RFAs](#) website. It is the responsibility of all interested parties to go to this website to obtain amendments. Only those amendments posted on this website are considered binding.

C. Application Submission

1. **Applications Due:** Applications must be received no later than 11:59 p.m. local time, on the date listed on the cover page of the RFA.
 - a. Any e-mails containing original application submissions or any additional or revised application files, received after the 11:59 p.m. deadline, will be rejected without exception.
2. **Delivery Instructions:** Applications must be submitted electronically to the State of Maine Office of State Procurement Services at proposals@maine.gov.
 - a. Only applications received by e-mail will be considered. The Department assumes no liability for assuring accurate/complete e-mail transmission and receipt.
 - i. Application submission e-mails that are successfully received by the proposals@maine.gov inbox will receive an automatic reply stating as such.
 - b. E-mails containing links to file sharing sites or online file repositories will not be accepted as submissions. Only e-mail application submissions that have the requested files attached will be accepted.
 - c. Encrypted e-mails received which require opening attachments and logging into a proprietary system will not be accepted as submissions. It is the Applicant's responsibility to check with its organization's information technology team to ensure

that security settings will not encrypt its application submission.

- d. File size limits are 25MB per e-mail. Applicants may submit files across multiple e-mails, as necessary, due to file size concerns. All e-mails and files must be received by the due date and time as described above.
- e. Applicants are to insert the following into the subject line of their e-mail submission: **"RFA# 202502027 Application Submission – [Applicant's Name]"**.

3. Submission Contents

- a. Application submissions must include the Applicant's completed **Application Form** (found in Part V of the RFA) and all required information and attachments as stated in the form.
- b. The Application Form must be submitted as a single, typed, PDF file.
- c. Applicants are not to provide additional attachments beyond those specified in the RFA or Application Form for the purpose of extending their response. Materials not requested will not be considered part of the application and will not be evaluated.

PART IV APPLICATION EVALUATION AND SELECTION

A. Evaluation Process – General Information

1. An evaluation team, composed of qualified reviewers, will judge the merits of the proposals received in accordance with the criteria defined in the RFA.
2. Officials responsible for making decisions on the award selection will ensure that the selection process accords equal opportunity and appropriate consideration to all who are capable of meeting the specifications. The goals of the evaluation process are to ensure fairness and objectivity in review of the applications and to ensure that all contracts are awarded to the Applicants that provide the best value to the State of Maine.
3. The Department reserves the right to communicate and/or schedule interviews/presentations with Applicants, if needed, to obtain clarification of information contained in the applications received. The Department may revise the scores assigned in the initial evaluation to reflect those communications and/or interviews/presentations. Changes to applications, including updating or adding information, will not be permitted during any interview/presentation process and, therefore, Applicants must submit proposals that present their rates and other requested information as clearly and completely as possible.
4. Failure to respond to all questions and instructions throughout the RFA may result in the application being disqualified as non-responsive or receiving a reduced score. The Department, and its evaluation team, has sole discretion to determine whether a variance from the RFA specifications will result either in disqualification or reduction in scoring of a proposal.

B. Scoring Process: The evaluation team will use a consensus approach to evaluate and score all sections listed below. Members of the review team will not score those sections individually but, instead, will arrive at a consensus as to assignment of points for each of those sections.

C. Scoring Weights: The score will be based on a 100-point scale and will measure the degree to which each application meets the following criteria.

Scoring Criteria	Points Available
Eligibility	Pass/Fail
Qualifications and Experience	30
Proposed Project	40
Budget	30
Total Points	100 points

D. Selection and Award

1. Notification of conditional award selection or non-selection will be made in writing by the Department.
2. Issuance of this RFA in no way constitutes a commitment by the State to award a contract, to pay costs incurred in the preparation of a response to the RFA, or to pay costs incurred in procuring or contracting for services, supplies, physical space, personnel, or any other costs incurred by the Applicant.

3. The Department reserves the right to reject any and all applications or to make multiple awards.

E. Contract Administration and Conditions

1. The awarded Applicants will be required to execute a State of Maine Service Contract with the appropriate riders as determined by the issuing Department.
2. Allocation of funds is final upon successful negotiation and execution of the contract, subject to the review and approval of the State Procurement Review Committee. Contracts are not considered fully executed and valid until approved by the State Procurement Review Committee and funds are encumbered. No contract will be approved based on an RFP which has an effective date less than fourteen (14) calendar days after award notification to Applicants. (Referenced in the regulations of the Department of Administrative and Financial Services, [Chapter 110, § 3\(B\)\(i\)](#)). This provision means that a contract cannot be effective until at least 14 calendar days after award notification.
3. Following the award, a Contract Administrator from the Department will be appointed to assist with the development and administration of the contract and to act as administrator during the entire contract period. Department staff will be available after the award to consult with the awarded Applicants in the finalization of the contract.
4. In providing services and performing under the contract, the awarded Applicant must act as an independent contractor and not as an agent of the State of Maine.

PART V APPLICATION FORM

Applicants must use the Application Form embedded below to submit their application in response to this RFA.

The Application Form may be obtained in a Word (.docx) format by double clicking on the document icon below. Please note that the document embedded below will not be accessible if viewing the RFA in a web browser – download the RFA and view it in a desktop application to access any embedded documents.



APPLICATION.docx

APPENDIX A SUBMITTED QUESTIONS FORM

This form should be used by Applicants when submitting written questions to the RFA Coordinator.

If a question is not related to any section of the RFA, enter “N/A” under the RFA Section & Page Number. Add additional rows as necessary. Submit this document in WORD format, not PDF.

Organization Name:	
---------------------------	--

RFA Section & Page Number	Question

Jamie Sullivan

From: Tammy Dudley <tammy@ejperry.com>
Sent: Wednesday, March 5, 2025 3:21 PM
To: Jamie Sullivan
Cc: Eric Perry; Alex Hatch; Vanessa Bazylewskyj
Subject: Franklin County Detention Center Remodel - REVISED Proposal
Attachments: Franklin County Detention Center Remodel - REVISED Proposal.pdf

Caution: This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact your IT Department

Good afternoon,

Please see attached Revised Proposal for the above referenced project.

Thank you,

*Tammy Dudley
Office Assistant
E.J. Perry Construction Co., Inc.
P.O. Box 389
Hallowell, Maine 04347
phone: 207-622-2259
fax: 207-622-6744
tammy@ejperry.com*

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.



E. J. Perry Construction Co., Inc.

March 5, 2025

Via E-mail

Franklin County Commissioners Office
110 Main Street, Suite 3
Farmington, Maine 04938

Re: REVISED Proposal - Franklin County Detention Center Remodel

Dear Commissioners:

We herein submit our revised cost proposal for the above referenced project based on the site visit with Sargent Close and work discussed. The scope of work and cost are as follows:

Scope of Work:

- Provide supervision for the duration of the project.
- Cut three (3) 8' x 8' openings in CMU wall.
- Cut three (3) 4' x 8' openings in 8" thick concrete wall for new doors and frames.
- Install steel lintels above door openings in concrete wall.
- Install three (3) 3-0 7-0 welded hollow metal frames in new openings.
- Install new hollow metal doors, painted, with standard commercial office locksets, half glass kits, stainless steel kickplates and closers.
- Cut six (6) 1'x1' holes in the concrete slab above for fire dampers related to new ERV system.
- Core holes through the existing slab above for new mechanical equipment, electrical and data cabling.
- Construct a new 8" thick CMU wall at approximately 42 linear feet at 12' tall.
- Solid fill bond beam at top of the new CMU wall, approximately 42 linear feet.
- Core fill existing blocks with solid grout to accept ceiling ledger.
- Frame ceiling of new office space with 18 ga. 6" steel studs and attach to ledger.
- Install 5/8" plywood at top of the new ceiling framing for security purposes.
- Install 5/8" gypsum and tape coat only (roof will not be visible from ground).
- Coat all new walls with block filler and epoxy coating to match the existing color.
- Grind and remove the existing epoxy coated on floor.
- Install new VCT flooring and cove base in office spaces.
- Install new data drops and electrical outlets run through surface mount conduit for new office spaces.
- Install the new ERV unit above the drop ceiling in new office spaces.
- Install three (3) new electric baseboard heaters (1 per office).
- Install a new drop ceiling in three (3) office spaces (approximately 324 square feet total).
- Install a total of nine (9) new troffers in office spaces.

Lump Sum Total: \$162,800.00

Clarifications:

- The pricing above includes a 10-hour budget to produce basic CAD drawings.
- The pricing above assumes a locally controlled thermostat unit for the new ERV unit.
- The pricing above assumes the CMU sections beneath existing concrete beams are not load bearing and can be removed. The general contractor's structural engineer is to confirm (costs included).
- The pricing above assumes the condensate pipe can drain within 10' of the new office space.
- If air conditioning is desired, pricing can be provided for a mini-split system.

P.O. Box 389 • Hallowell, Maine 04347
Phone (207) 622-2259 • Fax (207) 622-6744 • www.ejperry.com

Exclusions:

- Excludes any work not mentioned above.
- Excludes all fire alarm and security system work.
- Excludes all sprinkler work.
- Excludes furnishing and installation of office furniture.

If you have any questions or concerns, please do not hesitate to contact the undersigned.

Sincerely,
E.J. Perry Construction Co., Inc.



Alex Hatch
Estimator



E. J. Perry Construction Co., Inc.

March 5, 2025

Via E-mail

Franklin County Commissioners Office
110 Main Street, Suite 3
Farmington, Maine 04938

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If you have any questions or concerns, please do not hesitate to contact the undersigned.

Sincerely,
E.J. Perry Construction Co., Inc.



Alex Hatch
Estimator

Lead Determination

Community Concepts
helping people changing lives

Lewiston ME 04240

Phone: (207) 751-2049

Fax: (207) 333-6542

Inspection date:

3-12-2025

Prepared by:

Robert Martel

Lead Risk Assessor

LR-0416

Location:

140 Main St.

Farmington, Maine 04938



The major source of lead exposure among U.S. children is lead-based paint and lead-contaminated dust; which should be professionally removed.



Prepared for:

Farmington Courthouse

LEAD PAINT INSPECTION REPORT

REPORT NUMBER: S#03550 - 3/12/25 09:44

INSPECTION FOR: Farmington - Courthouse

PERFORMED AT: 140 Main St. Farmington, Maine

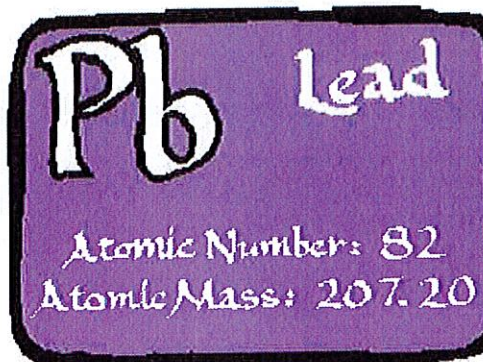
INSPECTION DATE: 3/12/2025

INSTRUMENT TYPE: R M D
MODEL LPA-1
XRF TYPE ANALYZER
Serial Number: 03550

ACTION LEVEL: 1.0 mg/cm**2

OPERATOR LICENSE: LR-0416

STATEMENT:



SIGNED [Signature] **DATE** 3/12/25

UNDERSTANDING THE LEAD PAINT INSPECTION REPORT

The Lead Paint Inspection Report is composed of the following parts:

Cover Sheet. The cover sheet contains general information as to where the inspection took place, date of inspection, inspector's name, action level, and reference report number.

Summary. The Summary contains general information that is required by regulation. General information such as: inspection location, facility owner, facility age/description, inspection date, and relevant inspection number is found here. The summary also lists the testing method and procedure used in the inspection. The DEP uses as XRF (X-ray fluorescence) direct read analyzer to determine lead concentration in paint. This is a non-destructive testing method that does not require laboratory analysis. The analyzer gives us a lead concentration reading of the tested surface in about twenty seconds. A procedure known as "testing combinations" is used to determine what surfaces (building components) will be tested. This is a representative sampling of the facility. Using this method, all painted surfaces are not routinely inspected. The method requires each room within the facility be tested separately. Similar building components (such as window sash, window sill, door, door jamb, base board) or unique individual components (such as ceilings, floors, walls) are grouped to form a testing combination. One painted surface from each testing combination is selected to be tested. The summary shows the total number of testing combinations and total number of individual XRF readings. The summary will also indicate if any of the components tested contained lead-based paint in poor condition will be listed. A building component containing lead-based paint in poor condition is a lead hazard. Other surfaces may be noted as lead hazards depending on location and use. The results of any samples (soil, water, dust, air, paint chip) collected for laboratory analysis are listed in the summary. An example of these results is provided.

Diagram. This is a rough (not to scale) drawing of each floor of the facility where testing took place. Perimeter wall sides are identified with letters A, B, C, D. Side A is typically the street side of the facility. Sides B, C, and D are identified clockwise from side A as one faces the dwelling; thus wall B is to the left, wall C is across from side A, and side D is to the right of side A.

Doors and windows are identified with letters A, B, C, and D and is identified going clockwise when facing the door or window. This code represents only the side of the building component in a particular room or area where the surface is exposed.

Each room equivalent is identified by room number and room name. Rooms are consecutively numbered clockwise. The exterior is always assigned as a separate room equivalent. Sides in an interior room equivalent follow the overall housing unit side allocation as described above. Therefore, when standing in any four-sided room facing side C, the room's side A will always be to the rear, side B will be to the left, and side D will be to the right.

Environmental Lead Inspection Summary. All certified Lead Inspectors are required by law to complete this form and submit to the DEP Lead Program, 17 State House Station, Augusta, ME 04333. This is a copy of the Inspection Summary submitted for this Lead Determination or Inspection.

Sequential Report. This report is generated from readings stored in the XRF analyzer. The report lists individual rooms and every surface tested in that room in *sequential* order. Doors and windows are identified by wall and as left, center or right. These are only reference points showing the location of the building components tested. Like building components are grouped together to form testing combinations. Testing combinations used are listed in the comment section. Any building component in poor condition will be listed using the identifying code from the floor diagram.

Detailed Report. This report is generated from readings stored in the XRF analyzer. The report lists individual rooms and every surface tested in that room in *non-sequential* order. Doors and windows are identified by wall and as left, center or right. These are only reference points showing the location of the building components tested. Like building components are grouped together to form testing combinations. Testing combinations used are listed in the comment section. Any building component in poor condition will be listed using the identifying code from the floor diagram.

Summary Report. This report is organized identically to the detailed report. However, for this report, only readings or average sets, which have a lead value that is equal to or greater than the present abatement level, are shown.

Lead Base Paint Determination

Lead Safe Certificate. If applicable, a Lead-Safe Certificate is completed for all structures found to be lead-safe. "Lead-safe" means a residential dwelling or child-occupied facility that contains no lead hazards (paint, dust, soil, or water). A lead-safe condition may persist provided that no additional lead-based substances are introduced into the residential dwelling or child-occupied facility, or the condition of the existing lead-based substances does not deteriorate. This certificate will expire 6 months from the date of the inspection. For renewal of certificates, the owner must visually assess all painted surfaces for condition and have a dust wipes test performed at 6 months, and then annually thereafter.

Laboratory Analysis. XRF testing is an acceptable testing method for painted surfaces. Paint chip samples, soil, dust, or water samples, if collected, must be sent to a certified laboratory for analysis. The test results from the reporting laboratory are included in the Lead Paint Inspection Report.

QA/QC. Two separate procedures are followed to validate XRF testing results. Calibration of the analyzer is performed before, during, and after the inspection. The XRF is checked against a known lead concentration following the manufacturer's recommended procedure. Any instrument falling outside of certain limits cannot be used. Quality of XRF testing is determined by retesting certain building components. Results of the retest must fall within a certain range to determine the validity of the XRF readings. This is based on validated test results.

Paint Condition. The condition of paint shall be identified using the following classifications.

Intact condition is one in which the paint is entirely intact

Fair condition is one in which paint is intact, but worn; minor chips are evident as a result of normal wear and tear; no adhesion or substrate problems, e.g., no broken wallboard is present. Individual interior components with large surface areas (walls, ceilings, floors, doors) that evidence less than or equal to 2 square feet of normal wear and tear or direct damage are considered to be in fair condition. Individual interior components with small surface areas (window sills, baseboard) that evidence less than or equal to 10 percent normal wear and tear or direct damage on the total surface area of the component are considered to be in fair condition. Exterior components with large surface areas that evidence less than or equal to 10 square feet of normal wear and tear or direct damage are considered to be in fair condition. Individual exterior components with small surface areas (soffits, trim) that evidence less than or equal to 10 percent normal wear and tear or direct damage on the total surface area of the component are considered to be in fair condition.

Poor condition is one in which paint is severely worn, weathered or no longer adhering, i.e., peeling, cracking, flaking, chalking; or the substrate is broken, exposed or otherwise deteriorated. Individual interior components with large surface areas (walls, ceilings, floors, doors) that evidence greater than 2 square feet of normal wear and tear or direct damage are considered to be in poor condition. Individual interior components with small surface areas (window sills, baseboard) that evidence greater than 10 percent normal wear and tear or direct damage on the total surface area of the component are considered to be in poor condition. Exterior components with large surface areas that evidence greater than 10 square feet of normal wear and tear or direct damage are considered to be in poor condition. Individual exterior components with small surface areas (soffits, trim) that evidence greater than 10 percent normal wear and tear or direct damage on the total surface area of the component are considered to be in poor condition.

XRF Readings. XRF readings less than 1.0 mg/cm², (milligrams per centimeter squared), are considered negative results. XRF readings 1.0 mg/cm² or greater are considered positive results indicating the presence of lead-based substances.

Lead Hazards. Leaded surfaces with a lead content of 1.0 mg/cm² or greater and in "**Poor**" condition are lead hazards.

Chewable, friction, or impact surfaces with a lead content of 1.0 mg/cm² or greater may be identified as a hazard dependent upon the surface condition, location, and other relevant factors. For example, chewable surfaces that evidence children's teeth marks, friction surfaces that are subject to abrasion, and impact surfaces with chipping or flaking paint may be classified as a lead hazard.

Please be advised that improper removal of lead-based paint can pose serious health risks to dwelling occupants and removal personnel. Removal should be done by qualified professionals who are trained and licensed.

CommunityConcepts

helping people changing lives

Lead Paint Inspection Summary

Report No: RMD# 3550 3/12/25

Inspection Location: 140 Main St.
Farmington, Maine

Facility Owner: City of Farmington

Inspection Date: 3/12/25

Inspector: Robert Martel

Testing Method: XRF

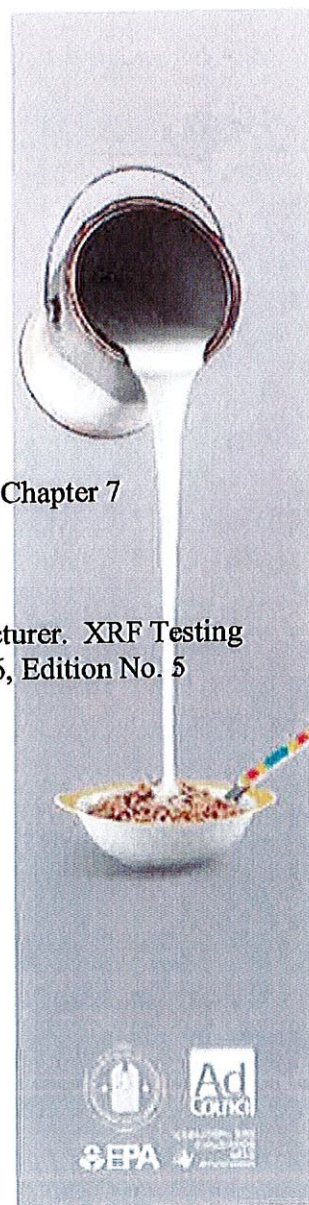
Sampling Procedure: Testing Combinations as described in HUD Chapter 7

Laboratory: N/A

QA/QC: Calibration Check as recommended by instrument manufacturer. XRF Testing Evaluation as described in Performance Characteristic Sheet, Oct, 25 2006, Edition No. 5

Age of Facility: 1900's

Facility Description: Courthouse



Lead Base Paint Determination

Testing Results: Approximately 50% of the building components tested was **positive** for Lead-based paint as defined by standards and methods in ME Lead Management regulations, Chapter 424.

The following list shows the type and location of those building components containing lead-based paint or assumed to contain lead-based paint. If noted in poor condition these areas are by definition **Lead Hazards**.

Room # and Name	Building Component	Location

Note: Please be advise that improper removal of lead paint can pose serious health risk to dwelling occupants and removal personnel. Removal should be done by qualified professionals who have de-leading experience and the proper equipment to ensure that no one is put at risk.

Lead Base Paint Determination

SEQUENTIAL REPORT OF LEAD PAINT INSPECTION FOR: Farmington - Courthouse

Inspection Date: 03/12/25 140 Main St.
 Report Date: 3/12/2025 Farmington ME
 Abatement Level: 1.0
 Report No. S#03550 - 03/12/25 09:44
 Total Readings: 20
 Job Started: 03/12/25 09:44
 Job Finished: 03/12/25 10:12

Read No.	Room Rm	Room Name	Wall	Structure	Location	Member	Paint Cond	Substrate	Paint Color	Lead (mg/cm ²)	Mode
1		CALIBRATION								0.8	TC
2		CALIBRATION								1.0	TC
3		CALIBRATION								1.0	TC
4		CALIBRATION								0.1	TC
5		CALIBRATION								-0.2	TC
6		CALIBRATION								0.1	TC
7	001	Admin.	D	D2 Window	Lft Int Stop	I	Wood		White	0.2	QM
8	001	Admin.	D	D2 Window	Lft Int Stop	I	Wood		White	0.0	QM
9	001	A side	A	Window	Ctr Sill	I	Wood		White	0.0	QM
10	001	A side	A	Window	Ctr Casing	I	Wood		White	0.5	QM
11	002	D side	D	Window	Lft Sill	I	Wood		White	1.9	QM
12	002	D side	D	Window	Lft Casing	I	Wood		White	2.2	QM
13	001	A side	A	Window	Rgt Sill	I	Wood		White	6.2	QM
14	001	A side	A	Window	Rgt Casing	I	Wood		White	>9.9	QM
15		CALIBRATION								1.0	TC
16		CALIBRATION								1.1	TC
17		CALIBRATION								1.0	TC
18		CALIBRATION								0.0	TC
19		CALIBRATION								0.1	TC
20		CALIBRATION								-0.2	TC

---- End of Readings ----

Lead Base Paint Determination

SUMMARY REPORT OF LEAD PAINT INSPECTION FOR: Farmington - Courthouse

Inspection Date: 03/12/25 140 Main St.
Report Date: 3/12/2025 Farmington ME
Abatement Level: 1.0
Report No. S#03550 - 03/12/25 09:44
Total Readings: 20 Actionable: 4
Job Started: 03/12/25 09:44
Job Finished: 03/12/25 10:12

Read No.	Wall	Structure	Location	Member	Paint Cond	Substrate	Paint Color	Lead (mg/cm ²)	Mode
Exterior Room 001 A SIDE									
014	A	Window	Rgt	Casing	I	Wood	White	>9.9	QM
013	A	Window	Rgt	Sill	I	Wood	White	6.2	QM
Exterior Room 002 D side									
012	D	Window	Lft	Casing	I	Wood	White	2.2	QM
011	D	Window	Lft	Sill	I	Wood	White	1.9	QM
Calibration Readings									
---- End of Readings ----									

Lead Base Paint Determination

DETAILED REPORT OF LEAD PAINT INSPECTION FOR: Farmington - Courthouse

Inspection Date: 03/12/25 140 Main St.
 Report Date: 3/12/2025 Farmington ME
 Abatement Level: 1.0
 Report No. S#03550 - 03/12/25 09:44
 Total Readings: 20
 Job Started: 03/12/25 09:44
 Job Finished: 03/12/25 10:12

Read No.	Wall	Structure	Location	Member	Paint Cond	Substrate	Paint Color	Lead (mg/cm ²)	Mode
Exterior Room 001 A SIDE									
010	A	Window	Ctr	Casing	I	Wood	White	0.5	QM
009	A	Window	Ctr	Sill	I	Wood	White	0.0	QM
014	A	Window	Rgt	Casing	I	Wood	White	>9.9	QM
013	A	Window	Rgt	Sill	I	Wood	White	6.2	QM
Comment: Readings 9,10 taken 2 nd floor courtroom. 13,14 from 1 st floor									
Exterior Room 002 D side									
012	D	Window	Lft	Casing	I	Wood	White	2.2	QM
011	D	Window	Lft	Sill	I	Wood	White	1.9	QM
Comment: 1 st Floor									
Interior Room 001 Admin. Office									
007	D	D2 Window	Lft	Int Stop	I	Wood	White	0.2	QM
008	D	D2 Window	Lft	Int Stop	I	Wood	White	0.0	QM
Calibration Readings									
001								0.8	QM
002								1.0	QM
003								1.0	QM
004								0.1	QM
005								-0.2	QM
006								0.1	QM
015								1.0	QM
016								1.1	QM
017								1.0	QM
018								0.0	QM
019								0.1	QM
020								-0.2	QM

---- End of Readings ----

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EFFECTIVE DATE: October 25, 2006 EDITION NO.: 5

MANUFACTURER AND MODEL:Make: *Radiation Monitoring Devices*Model: *LPA-1*Source: ⁵⁷Co

Note: This sheet supersedes all previous sheets for the XRF instrument of the make, model, and source shown above for instruments sold or serviced after June 26, 1995. For other instruments, see prior editions.

FIELD OPERATION GUIDANCE**OPERATING PARAMETERS:**

Quick mode or 30-second equivalent standard (Time Corrected) mode readings.

XRF CALIBRATION CHECK LIMITS:0.7 to 1.3 mg/cm² (inclusive)**SUBSTRATE CORRECTION:**For XRF results below 4.0 mg/cm², substrate correction is recommended for:

Metal using 30-second equivalent standard (Time Corrected) mode readings.

None using quick mode readings.

Substrate correction is not needed for:

Brick, Concrete, Drywall, Plaster, and Wood using 30-second equivalent standard (Time Corrected) mode readings

Brick, Concrete, Drywall, Metal, Plaster, and Wood using quick mode readings

THRESHOLDS:

30-SECOND EQUIVALENT STANDARD MODE READING DESCRIPTION	SUBSTRATE	THRESHOLD (mg/cm ²)
Results corrected for substrate bias on metal substrate only	Brick	1.0
	Concrete	1.0
	Drywall	1.0
	Metal	0.9
	Plaster	1.0
	Wood	1.0
QUICK MODE READING DESCRIPTION	SUBSTRATE	THRESHOLD (mg/cm ²)
Readings not corrected for substrate bias on any substrate	Brick	1.0
	Concrete	1.0
	Drywall	1.0
	Metal	1.0
	Plaster	1.0
	Wood	1.0

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BACKGROUND INFORMATION**EVALUATION DATA SOURCE AND DATE:**

This sheet is supplemental information to be used in conjunction with Chapter 7 of the HUD *Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing* ("HUD Guidelines"). Performance parameters shown on this sheet are calculated from the EPA/HUD evaluation using archived building components. Testing was conducted on approximately 150 test locations in July 1995. The instrument that performed testing in September had a new source installed in June 1995 with 12 mCi initial strength.

OPERATING PARAMETERS:

Performance parameters shown in this sheet are applicable only when properly operating the instrument using the manufacturer's instructions and procedures described in Chapter 7 of the HUD Guidelines.

XRF CALIBRATION CHECK:

The calibration of the XRF instrument should be checked using the paint film nearest 1.0 mg/cm² in the NIST Standard Reference Material (SRM) used (e.g., for NIST SRM 2579, use the 1.02 mg/cm² film).

Lead Base Paint Determination

If readings are outside the acceptable calibration check range, follow the manufacturer's instructions to bring the instruments into control before XRF testing proceeds.

SUBSTRATE CORRECTION VALUE COMPUTATION:

Chapter 7 of the HUD Guidelines provides guidance on correcting XRF results for substrate bias. Supplemental

guidance for using the paint film nearest 1.0 mg/cm² for substrate correction is provided:

XRF results are corrected for substrate bias by subtracting from each XRF result a correction value determined separately in each house for single-family housing or in each development for multifamily housing, for each substrate.

The correction value is an average of XRF readings taken over the NIST SRM paint film nearest to 1.02 mg/cm² at test locations that have been scraped bare of their paint covering. Compute the correction values as follows:

Using the same XRF instrument, take three readings on a bare substrate area covered with the NIST SRM

paint film nearest 1 mg/cm². Repeat this procedure by taking three more readings on a second bare substrate area of the same substrate covered with the NIST SRM.

Compute the correction value for each substrate type where XRF readings indicate substrate correction is needed by computing the average of all six readings as shown below.

For each substrate type (the 1.02 mg/cm² NIST SRM is shown in this example; use the actual lead loading of the NIST SRM used for substrate correction):

$$\text{Correction value} = (1^{\text{st}} + 2^{\text{nd}} + 3^{\text{rd}} + 4^{\text{th}} + 5^{\text{th}} + 6^{\text{th}} \text{ Floor Reading}) / 6 - 1.02 \text{ mg/cm}^2$$

Repeat this procedure for each substrate requiring substrate correction in the house or housing development.

EVALUATING THE QUALITY OF XRF TESTING:

Randomly select ten testing combinations for retesting from each house or from two randomly selected units in multifamily housing. Use either the Quick Mode or 30-second equivalent standard (Time Corrected) Mode readings.

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Conduct XRF re-testing at the ten testing combinations selected for retesting.

Determine if the XRF testing in the units or house passed or failed the test by applying the steps below.

Compute the Retest Tolerance Limit by the following steps:

Determine XRF results for the original and retest XRF readings. Do not correct the original or retest results for substrate bias. In single-family and multi-family housing, a result is defined as a single reading. Therefore, there will be ten original and ten retest XRF results for each house or for the two selected units.

Calculate the average of the original XRF result and retest XRF result for each testing combination.

Square the average for each testing combination.

Add the ten squared averages together. Call this quantity C.

Multiply the number C by 0.0072. Call this quantity D.

Add the number 0.032 to D. Call this quantity E.

Take the square root of E. Call this quantity F.

Multiply F by 1.645. The result is the Retest Tolerance Limit.

Compute the average of all ten original XRF results.

Compute the average of all ten re-test XRF results.

Find the absolute difference of the two averages.

If the difference is less than the Retest Tolerance Limit, the inspection has passed the retest. If the difference of the overall averages equals or exceeds the Retest Tolerance Limit, this procedure should be repeated with ten new testing combinations. If the difference of the overall averages is equal to or greater than the Retest Tolerance Limit a second time, then the inspection should be considered deficient.

Use of this procedure is estimated to produce a spurious result approximately 1% of the time. That is, results of this procedure will call for further examination when no examination is warranted in approximately 1 out of 100 dwelling units tested.

BIAS AND PRECISION:

Do not use these bias and precision data to correct for substrate bias. These bias and precision data were computed without substrate correction from samples with reported laboratory results less than 4.0 mg/cm² lead. The data which were used to determine the bias and precision estimates given in the table below have the following properties. During the July 1995 testing, there were 15 test locations with a laboratory-reported result equal to or greater than 4.0 mg/cm² lead. Of these, one 30-second standard mode reading was less than 1.0 mg/cm² and none of the quick mode readings were less than 1.0 mg/cm². The instrument that tested in July is representative of instruments sold or serviced after June 26, 1995. These data are for illustrative purposes only. Actual bias must be determined on the site. Results provided above already account for bias and precision. Bias and precision ranges are provided to show the variability found between machines of the same model. RMD LPA-1, PCS Edition 5 Page 4 of 4

30-SECOND STANDARD MODE READING MEASURED AT	SUBSTRATE	BIAS (mg/cm ²)	PRECISION* (mg/cm ²)
0.0 mg/cm ²	Brick	0.0	0.1
	Concrete	0.0	0.1
	Drywall	0.1	0.1
	Metal	0.3	0.1
	Plaster	0.1	0.1
	Wood	0.0	0.1
0.5 mg/cm ²	Brick	0.0	0.2
	Concrete	0.0	0.2
	Drywall	0.0	0.2
	Metal	0.2	0.2
	Plaster	0.0	0.2
	Wood	0.0	0.2
1.0 mg/cm ²	Brick	0.0	0.3
	Concrete	0.0	0.3
	Drywall	0.0	0.3
	Metal	0.2	0.3
	Plaster	0.0	0.3
	Wood	0.0	0.3
2.0 mg/cm ²	Brick	-0.1	0.4
	Concrete	-0.1	0.4
	Drywall	-0.1	0.4
	Metal	0.1	0.4
	Plaster	-0.1	0.4
	Wood	-0.1	0.4

*Precision at 1 standard deviation.

CLASSIFICATION RESULTS:

XRF results are classified as positive if they are greater than the upper boundary of the inconclusive range, and negative if they are less than the lower boundary of the inconclusive range, or inconclusive if in between. The inconclusive range includes both its upper and lower bounds. Earlier editions of this *XRF Performance Characteristics Sheet* did not include both bounds of the inconclusive range as "inconclusive." While this edition of the Performance Characteristics Sheet uses a different system, the specific XRF readings that are considered positive, negative, or inconclusive for a given XRF model and substrate remain unchanged, so previous inspection results are not affected.

DOCUMENTATION:

An EPA document titled *Methodology for XRF Performance Characteristic Sheets* provides an explanation of the statistical methodology used to construct the data in the sheets, and provides empirical results from using the recommended inconclusive ranges or thresholds for specific XRF instruments. For a copy of this document call the National Lead Information Center Clearinghouse at 1-800-424-LEAD. A HUD document titled *A Nonparametric Method for Estimating the 5th and 95th Percentile Curves of Variable-Time XRF Readings Based on Monotone Regression* provides supplemental information on the methodology for variable-time XRF instruments. A copy of this document can be obtained from the HUD lead web site, www.hud.gov/offices/lead.

This XRF Performance Characteristic Sheet was developed by QuanTech, Inc., under a contract from the U.S. Department of Housing and Urban Development (HUD). HUD has determined that the information provided here is acceptable when used as guidance in conjunction with Chapter 7, Lead-Based Paint Inspection, of HUD's *Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing*.

RMD LPA-1 XRF Calibration Check Results

Company Name : **Community Concepts** Inspector **Robert Martel**
 Company Address **240 Bates St** License # **LR-0416**
 Town, State, Zip **Lewiston Maine** Date : **3/12/2025**
 Inspection Address **140 Main St.**
 Farmington, Maine
 XRF S/N : **3550**
 XRF Model : **RMD LPA-1**

NIST SRM : **1.0**
 Calibration Check Tolerance **Plus or minus 0.3 mg/cm2**

First Calibration Check:

Calibration Start Time:

First Reading	Second Reading	Third Reading	First Average	Difference between Average
0.8	1.0	1.0	0.9	-0.07

Second Calibration Check:

Calibration Start Time:

First Reading	Second Reading	Third Reading	First Average	Difference between Average
1.0	1.1	1.0	1.0	-0.10

Calibration Check Tolerance: plus or minus 0.3 mg/cm2

First Calibration Check:

Calibration Start Time:

First Reading	Second Reading	Third Reading	First Average	Difference between Average
0.1	-0.2	0.1	0.0	0.00

Second Calibration Check:

First Reading	Second Reading	Third Reading	First Average	Difference between Average
0.0	0.1	-0.2	0.0	-0.03

If the difference of the calibration check average for the first NIST SRM film value is greater than the specified calibration check tolerance for this device, consult the manufacturer's recommendations to bring the instrument back into control. Retest all testing combinations tested since the last successful calibration check test.

Background & educational information for lead

Health Effects of Lead Exposure

Lead is a soft metal, naturally occurring in the Earth's crust. It has been determined, however, that lead has no useful purpose in the human body, and acts as a toxin. It takes the place of essential minerals such as calcium, potassium, and iron, which are vital to the construction and repair of bones, organs and blood. Lead exposures are a major health concern, especially in young children under the age of six.

Children, due to their smaller body mass and higher metabolism, are affected by lead exposures much more severely than adults. They ingest lead through daily hand-to-mouth activities and may develop severe attention deficit disorders, irreversible brain injury, learning disabilities and aggressive behaviors. The symptoms of lead poisoning often mimic other afflictions such as flu, colic or general malaise. It is important to have young children's blood tested for lead burden.

Sources of Lead Poisoning

Since lead is ingested by routine daily activities such as eating, playing and working, it is important to understand the sources of lead exposures. The most common places to find leads in household settings are interior and exterior paint, and contaminated dust or soil. Lead-based paint is most hazardous when it is chipping, peeling, cracking, or chalking; or applied to friction surfaces of components such as doors, windows, and floors. The abrasive action of painted surfaces rubbing together causes lead-containing paints to be ground into a fine dust. Lead dust can also be created from decaying vinyl mini blinds. Lead dust then settles on furniture, play area floors, and children's toys, where children are exposed during regular activities. Several other sources of lead in the home include lead dust brought into the home from occupational exposures, water pipes, fixtures and soldered joints; decorative china, "leaded" crystal, fishing lures and sinkers, firearms ammunition, wine bottles and cosmetics. Some hobbies may also contribute to lead contamination within the home. Exposures to all sources of lead should be minimized or eliminated.

Methods to Reduce Exposure the Lead Hazards

The simplest and often most effective way to reduce lead exposures is through regular washing of hands, toys, and horizontal surfaces in the home with a liquid hand soap or dish soap and water. It is highly recommended that disposable cleaning materials be used to wash surfaces, so as not to re-contaminate them with a used mop or cloth.

Other ways of reducing lead hazards within the home include taking shoes off before entering living areas, letting water run prior to drinking or cooking, covering exposed soil with plant materials, and vacuuming with a High Efficiency Particulate Air (HEPA) filtered vacuum. For more information regarding lead poisoning and prevention, contact your local health department or Maine Childhood Lead Poisoning Prevention Program MCLPPP