

MAINE STATE LEGISLATURE

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LEGISLATIVE COUNCIL
May 29, 2002
10:00 a.m.
Room 334, Legislative Council Chamber
PRELIMINARY AGENDA

<u>Page No.</u>	<u>Item</u>	<u>Action</u>
	CALL TO ORDER	
	ROLL CALL	
1	SUMMARY OF THE APRIL 23, 2002 COUNCIL MEETING	Decision
	REPORTS FROM EXECUTIVE DIRECTOR AND STAFF OFFICE DIRECTORS	Information
6	• Executive Director's Report	
	• Legislative Budget Update (Breton)	
13	• Fiscal Report (Pennoyer)	
	• Office of Information Services' Report (Mayotte)	
	REPORTS FROM COUNCIL COMMITTEES	
	• Personnel Committee	
	• Technology and Migration Committee	
	• Request for Unpaid Leave of Absence	Decision
	• Space Committee	
14	The Space Committee's Meeting Summary for April 30, 2002 meeting	Information

<u>Page No.</u>	<u>Item</u>	<u>Action</u>
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OLD BUSINESS

NEW BUSINESS

- | | | |
|----|---|----------|
| 17 | Item #1: Council Actions Taken by Ballot (No action required) | |
| 18 | Item #2: Request for Authorization to Complete Selected State House Renovations Projects | Decision |
| 19 | Item #3: Proposal for Security Camera Installation in State House | |
| 27 | Item #4: Request by Maine State Employees Association, SEIU Local 1989, AFL-CIO for Voluntary Recognition of Union to Represent Certain Legislative Employees | |

ANNOUNCEMENTS AND REMARKS

The next Legislative Council meeting is scheduled for June 26, 2002 at 1:00 p.m.

ADJOURNMENT

REP. MICHAEL V. SAXL
CHAIR

SEN. MICHAEL H. MICHAUD
VICE-CHAIR



120th MAINE STATE LEGISLATURE
LEGISLATIVE COUNCIL

SEN. BEVERLY C. DAGGETT
SEN. MARY E. SMALL
SEN. PAUL T. DAVIS, SR.
SEN. SHARON ANGLIN TREAT
REP. PATRICK COLWELL
REP. JOSEPH BRUNO
REP. WILLIAM S. NORBERT
REP. WILLIAM J. SCHNEIDER

DAVID E. BOULTER
EXECUTIVE DIRECTOR

MEETING SUMMARY
April 23, 2002

CALL TO ORDER

The Chair, Speaker Michael V. Saxl, called the Legislative Council meeting to order at 1:25 p.m. in the Legislative Council Chamber.

ROLL CALL

Senators:	Sen. Daggett, Sen. Small, Sen. Davis, Sen. Treat Absent: Sen. Michaud
Representatives:	Speaker Saxl, Rep. Colwell, Rep. Bruno, Rep. Norbert, Rep. Schneider
Legislative Officers:	Pamela Cahill, Secretary of the Senate Millicent MacFarland, Clerk of the House David Shiah, Assistant Clerk of the House David E. Boulter, Executive Director, Legislative Council Grant Pennoyer, Director, Office of Fiscal and Program Review Patrick Norton, Interim Director, Office of Policy and Legal Analysis Margaret Matheson, Revisor of Statutes Lynn Randall, State Law Librarian Paul Mayotte, Director, Legislative Information Services

SUMMARY OF THE MARCH 26, 2002 COUNCIL MEETING

Motion: That the Meeting Summary of March 26, 2002 be accepted and placed on file. (Motion by Rep. Bruno, second by Rep. Schneider, unanimous).

REPORTS FROM EXECUTIVE DIRECTOR AND STAFF OFFICE DIRECTORS

- **Executive Director's Report**

Executive Director Boulter presented the following items to the Legislative Council.

1. **West Wing Piping**

Mr. Boulter reported the Settlement Agreement and Release pertaining to the West Wing piping has been signed by all parties. It brings to closure favorably the matter of costs to remove the improper piping and replace it with suitable piping.

2. **Security Issues**

Mr. Boulter is seeking proposals for the installation of security cameras at the entrances to the State House, in accordance with an earlier Council decision to provide additional security measures. He is working with the Department of Administrative and Financial Services to coordinate installation of a compatible camera system and to work out a cost-sharing arrangement, and hopefully will have a proposal before the Legislative Council at its May meeting.

3. **Renovations**

Mr. Boulter reported that completion of punch list items continues. Most work in the West and South Wings is complete. The major areas where work remains are granite and marble flooring, including correction of tile breakage problems on the 3rd floor, fire door hold-open corrections, diorama area completion, and several entrance door corrections. Granger Northern is being urged to complete its obligations by early May.

4. **Youth in Government**

Mr. Boulter reminded the Council members the State YMCA Camp of Maine will hold its Youth in Government Program Friday through Sunday, May 3-5. About 220 high school youths from across the State will participate in mock legislative sessions to learn about the legislative process and civic responsibility.

5. **Snack Bar**

As a result of numerous complaints received by Mr. Boulter, he will be meeting again with the Division for the Blind to discuss changes that will make operation of the snack bar more in keeping with legislative needs.

No Council action required.

- **Fiscal Report**

Grant Pennoyer, Director, OFPR, presented a report on the March, 2002 Revenue Variances, stating they were preliminary. The Commissioner of DAFS was waiting for the distribution of the effects of the laws enacted during the 2nd Regular Session because the impact of them would be reduced revenue estimates by \$3.8 million. There is also a \$5.0 million decrease in interest earnings. A TAN will not be issued in FY 2002. The General Fund revenue was down by \$10.9 million for March and \$12.9 million year-to-date. The Individual Income Tax revenue was down by \$11.1 million for March and \$15.5 million year-to-date. It is believed that faster processing of refunds is the reason for the shortfall and Individual Income Tax withholding was also down last month, the timing of receipts is believed to be the major reason. Income Tax and Estate Tax were other problem areas. If the individual income tax effects are not considered, the positive variances in the sales tax, insurance taxes and the other revenue lines more than offset the poor performance in the corporate income tax and estate tax lines.

Mr. Pennoyer said that April is the largest collection month for individual income tax, 1/5 of the annual revenue is collected during the month of April; in excess of \$235 million was budgeted. It was too early to know how the individual income tax was performing for the month. The Highway Fund revenue remains ahead of budgeted revenue for year-to-date.

Another item for the Council's review was the cash position of the State. The State's Cash Pool for the month of February had a negative cash position of \$175 million. The actions of the 2nd Regular Session have eliminated 2 of the major reserves and there is a declining trend in General Fund daily balances. Prior to April 15th, the beginning daily cash balance was as low as \$180.3 million. Excluding the Revenue Reserve and the Maine Rainy Day Fund, the General Fund cash balance was more than \$330 million negative. Mr. Pennoyer said looking ahead to FY 2003, the current projection estimates a negative cash position that may be as low as \$350 million by next April. The maximum Tax Anticipation Note authorization established by the Constitution of Maine is less than \$300 million; P.L. 2001, c. 705, amended the current statutory limit to increase it up to the Constitutional limit, and it will all be needed in FY 2003.

The Highway Fund cash balance has an improving trend.

No Council action required.

- **Technology and Migration Committee**

Sen. Treat, Chair of the Technology and Migration Committee, said the committee had two issues. The first item is a proposed contract amendment with Compaq Corporation, the company the Legislature is in dispute regarding the bill drafting system. Compaq has not yet provided a system that meets the Legislature's needs. Legislative Information Services staff has been working with Compaq to resolve the disagreements and have developed a proposed contract amendment that would compensate Compaq \$200,000 and in return the Legislature would receive certain additional and corrective programming services. The Committee is still in the process of reviewing the matter, and is waiting to hear from the Attorney General's Office concerning an assessment as to the likelihood of prevailing and convincing Compaq the Legislature would prevail on the enforcement of the current contract. The Committee is waiting for the assessment from the AG's office before making a decision regarding entering into the contract amendment. The Committee will then bring before the Council a recommendation prior to the next regularly scheduled meeting, or if necessary action will be taken by ballot or to call an interim meeting. Mr. Mayotte believed the action would have to be taken within a week.

Speaker Saxl said that he had understood that LIS had already renegotiated the contract and had previously reached an agreement on the scope of work. Sen. Treat replied that the Executive Director and the AG's office met with Compaq to determine what needed to be done, and that this proposed contract amendment was the outcome of the negotiations.

No Council action was taken.

- **Office of Information Services' Report**

Mr. Mayotte, Director, Office of Information Services, reported that the Chief Information Officer's Office in the Executive Branch has secured the rights to "Maine.gov" as an Internet address. He is working with that office to see if the Legislature could use "Legislature.maine.gov" as an address for direct Internet access. The Executive Branch also has "me.gov" reserved.

Mr. Mayotte said testing of email through the new gateway was successful. He is finalizing the shared global addressing protocol with the Executive Branch, and is working through the details of an auxiliary connection with BIS for budgeting and other information. At present LIS are on track for an early May implementation of direct Internet access pending the finalization of the address the Legislature will use. Mr. Mayotte, when asked about the system's spam filtering capability, said there is little filtering now, but that the Legislative Council and the presiding officers can make policy decisions to control the level of spam.

The Information Services' Office will begin to outline a technology budget for FY 2004-2005 that will be incorporated into the Executive Director's budget for review by the Technology Committee.

No Council action required.

REPORTS FROM COUNCIL COMMITTEES

- **Personnel Committee**

Speaker Saxl, Chair of the Personnel Committee said the Personnel Committee had met earlier in the day. The Committee discussed the following items:

- The Committee has tentatively established a day in September for the employee recognition ceremony. A planning committee is working on the details of the event.
- The Committee is in the process of reviewing the annual evaluations of Margaret Matheson, Revisor of Statutes and Grant Pennoyer, Director, Office of Fiscal and Program Review and will meet with them within the next two months to complete the reviews.
- The Committee considered and tabled a matter regarding an unpaid leave of absence by a member of the Office of Legislative Information Services so the Committee could insure the action it took, if precedent setting, will be an action the Committee is fully comfortable with.
- The Committee has restarted deliberations of the OPLA Director search and hopes to complete the process by the first week of June.

- The Committee continues to review the personnel policies. It is trying to combine and make the policies consistent between the non-partisan, partisan and, as relevant, executive employees. About 75% of the policies have been reviewed. The Committee is hopeful it will have the review completed by the end of the summer to bring to the full Council for consideration.
- The Committee is reviewing recent statutory revisions to health and dental benefits that affect retired employees hired by the Legislature.
- The final item from the Personnel Committee related to collective bargaining that is being considered by employees precipitated in the non-partisan offices. Non-partisan employees are allowed to organize under legislation sponsored by Rep. Lindahl and subsequently enacted into law. The Council then considered the following motion.

Motion: That the Executive Director of the Legislative Council be authorized to retain legal counsel, as necessary, for matters relating to personnel and collective bargaining by employees, the fees for which may not exceed \$15,000. (Motion by Sen. Small, second by Rep. Bruno, unanimous)

- **Space Committee**

Rep. Colwell, Chair of the Space Committee, reported the Committee will be meeting on April 30, 2002 at 1:00 p.m. to consider several items.

OLD BUSINESS

None.

NEW BUSINESS

Item #1: Consideration of After Deadline Bill Requests

The following motion was made with the intent it encompass all currently pending bill requests.

Motion: That all pending requests for after the fact introduction legislation be denied, unless otherwise subsequently passed by Legislative Council ballot. (Motion by Sen. Small, second by Rep. Schneider, unanimous).

Attached is a list of the after deadline bill requests.

ANNOUNCEMENTS AND REMARKS

The next Legislative Council meeting is scheduled for May 29, 2002 at 1:00 p.m.

ADJOURNMENT

The Legislative Council meeting was adjourned at 1:54 p.m. (Motion by Rep. Schneider, second by Rep. Norbert, unanimous).

Fiscal Briefing for the Legislative Council

Legislative Council Meeting
May 29, 2002

*Prepared by the
Office of Fiscal & Program Review*

1. General Fund and Highway Fund Revenue Variances

General Fund - Down by \$44.6M in April/Down FY-T-D by \$57.5M

- General Fund Problem Areas
 - Individual Income Tax - Down \$46.1M in April/Down FY-T-D by \$61.8M
 - Corporate Income Tax - Down \$0.5M in April/Down FY-T-D by \$6.9M
 - Estate Tax - Down \$0.7M in April/Down FY-T-D by \$4.7M
- General Fund Positive Variances
 - Sales Tax - Up \$0.5M in April/Up FY-T-D by \$1.3M
 - Insurance Companies Tax - Down \$0.9M in April/Up FY-T-D by \$3.4M
 - Cigarette Tax - Up \$1.8M in April/Up FY-T-D by \$3.8M

General Fund Revenue excluding Individual Income Tax is very close to projections
Individual Income Tax was reprojected downward twice for FY 2002 by Revenue Forecasting Committee - \$30.7M down in November 2001 and an additional \$3.1M down in February 2002
May Revenue collections appear to be under budget in Individual Income, Sales, Corporate Income and Cigarette taxes, but Estate Tax gained ground due to large estate settlement and Insurance Company Tax again is well above budget

No change to the initial estimates of the shortfall in Individual Income Tax

Concerns raised about impact of potential revision to Personal Income economic variable

Highway Fund - Up by \$0.8M for April/Up \$5.8M FY-T-D

(Revenue variances reflect Feb. 2002 Revisions and changes of 120th, 2nd Reg. Session)

(See Variances Attached and Monthly Revenue Sheets)

2. Revenue Forecasting Schedule

- Joint Meeting of the Economic Forecasting Commission and Revenue Forecasting Committee scheduled for June 20th in Room 228 of the State House
- Personal Income Revisions to be released by Feds on July 24, 2002
- Revenue Forecasting Schedule will depend on needs of the Legislature

3. Cash Balances

- Composition of Cash Pool for March 2002 - See attached
- General Fund Cash Balances - Worsening trend line - See attached
- Highway Fund Cash Balances - Improving trend line - See attached

Revenue Update - Fiscal Year 2001-02

General Fund Revenue Variance Summary		
For the Month of April 2002		
(Based on Budgeted Amounts through 120th Legislature, 1st Reg. Session)		
Revised to Reflect February 2002 Revenue Forecast and 120th 2nd Regular Session Changes		
In Millions		
Revenue Source	April 2002	Fiscal Year-to-Date April 2002
Sales and Use Tax	\$0.5	\$1.3
Individual Income Tax	(\$46.1)	(\$61.8)
Corporate Income Tax	(\$0.5)	(\$6.9)
Cigarette and Tobacco Tax	\$1.8	\$3.8
Public Utilities Tax	(\$0.1)	\$0.1
Insurance Companies Tax	(\$0.9)	\$3.4
Estate Tax	(\$0.7)	(\$5.3)
Property Tax - Unorganized Territories	\$0.0	(\$0.7)
Income from Investments	(\$0.2)	(\$1.1)
Transfer to Municipal Revenue Sharing	\$2.4	\$3.4
Transfer from Liquor	(\$0.2)	(\$0.2)
Transfer from Lottery	\$0.2	\$1.8
Other Revenues	(\$0.8)	\$4.8
Total General Fund - Variances	(\$44.6)	(\$57.5)

Highway Fund Revenue Variance Summary		
For the Month of April 2002		
(Based on Budgeted Amounts through 120th Legislature, 1st Reg. Session)		
Revised to Reflect February 2002 Revenue Forecast and 120th 2nd Regular Session Changes		
In Millions		
Revenue Source	April 2002	Fiscal Year-to-Date April 2002
Fuel Taxes	(\$0.7)	\$1.6
Motor Vehicle Registration and Fees	\$1.7	\$5.5
Inspection Fees	\$0.0	(\$0.1)
Other Revenues	(\$0.1)	(\$1.2)
Total Highway Fund - Variances	\$0.8	\$5.8

*Prepared by the Office of Fiscal and Program Review
Based on Preliminary Data; Subject to Change*

STATE OF MAINE
Undedicated Revenues - General Fund
For the Tenth Month Ended April 30, 2002

Apr-02

	Month				Year to Date				Total Budgeted Fiscal Year Ending 6-30-2002
	Actual	Budget	Variance Over/(under)	Percent Over/(under)	Actual	Budget	Variance Over/(under)	Percent Over/(under)	
Sales and Use Tax	61,849,966	61,372,547	477,419	0.8%	619,829,058	618,515,363	1,313,695	0.2%	841,060,667
Individual Income Tax	188,439,509	234,528,856	(46,089,347)	(19.7%)	858,715,789	920,516,158	(61,800,369)	(6.7%)	1,176,031,661
Corporate Income Tax	13,664,871	14,185,721	(520,850)	(3.7%)	60,323,486	67,230,766	(6,907,280)	(10.3%)	89,843,041
Cigarette and Tobacco Tax	8,803,211	6,959,788	1,843,423	26.5%	80,574,425	76,770,687	3,803,738	5.0%	94,910,131
Public Utilities Tax	421,002	550,000	(128,998)	(23.5%)	474,243	400,000	74,243	18.6%	30,100,000
Insurance Companies Tax	4,479,558	5,371,247	(891,689)	(16.6%)	28,277,328	24,904,723	3,372,605	13.5%	43,381,856
Estate Tax	1,475,499	2,134,752	(659,253)	(30.9%)	11,503,204	16,843,021	(5,339,817)	(31.7%)	25,382,026
Property Tax - Unorg Territory	-	-	-	-	8,827,588	9,533,774	(706,186)	(7.4%)	9,985,081
Income from Investments	84,195	265,013	(180,818)	(68.2%)	3,443,952	4,584,021	(1,140,069)	(24.9%)	5,729,372
Transfer to Municipal Revenue Sharing	(13,461,672)	(15,814,445)	2,352,773	(14.9%)	(78,482,285)	(81,919,377)	3,437,092	(4.2%)	(107,453,705)
Transfer from Liquor Commission	1,626,738	1,830,627	(203,889)	(11.1%)	20,554,737	20,715,598	(160,861)	(0.8%)	24,805,507
Transfer from Lottery Commission	3,575,941	3,372,182	203,759	6.0%	33,409,751	31,637,340	1,772,411	5.6%	37,762,402
Other Revenues	10,351,249	11,187,768	(836,519)	(7.5%)	127,671,922	122,873,309	4,798,613	3.9%	152,658,634
Total General Fund Revenues	281,310,068	325,944,056	(44,633,988)	(13.7%)	1,775,123,198	1,832,605,383	(57,482,185)	(3.1%)	2,424,196,673

NOTES: (1) Included in the above is \$13,461,672 for the month and \$78,482,285 year to date, that was set aside for Revenue Sharing with cities and towns.

(2) Figures reflect revised estimates of the Revenue Forecasting Committee as of April 2002..

(3) This report has been prepared from preliminary month end figures and is subject to change.

OFPR

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5/02

(Data Source: Bureau of Accounts & Control)

HIGHWAY FUND
UNDEDICATED REVENUE
MONTH ENDING April 30, 2002

	<u>CURRENT MONTH</u>			<u>YEAR TO DATE</u>			<u>% REC'D TO DATE</u>	<u>TOTAL BUDGETED</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>MORE/LESS</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>MORE/LESS</u>		
Fuel Taxes	\$ 13,245,779	\$ 13,969,761	\$ (723,982)	\$ 134,797,704	\$ 133,203,180	\$ 1,594,524	74.9%	\$ 179,876,344
Motor Vehicle Registration and Fees	7,745,039	6,078,921	1,666,118	66,146,538	60,614,018	5,532,520	86.5%	76,460,021
Inspection Fees	313,423	276,277	37,146	2,611,780	2,745,664	(133,884)	78.2%	3,338,354
Other Revenue	814,107	957,384	(143,277)	8,405,174	9,647,349	(1,242,175)	71.5%	11,759,148
TOTAL	\$ 22,118,347	\$ 21,282,343	\$ 836,004	\$ 211,961,195	\$ 206,210,211	\$ 5,750,984	78.1%	\$ 271,433,867
Variance MORE/<LESS>			3.9%			2.8%		

Updated: May 28, 2002

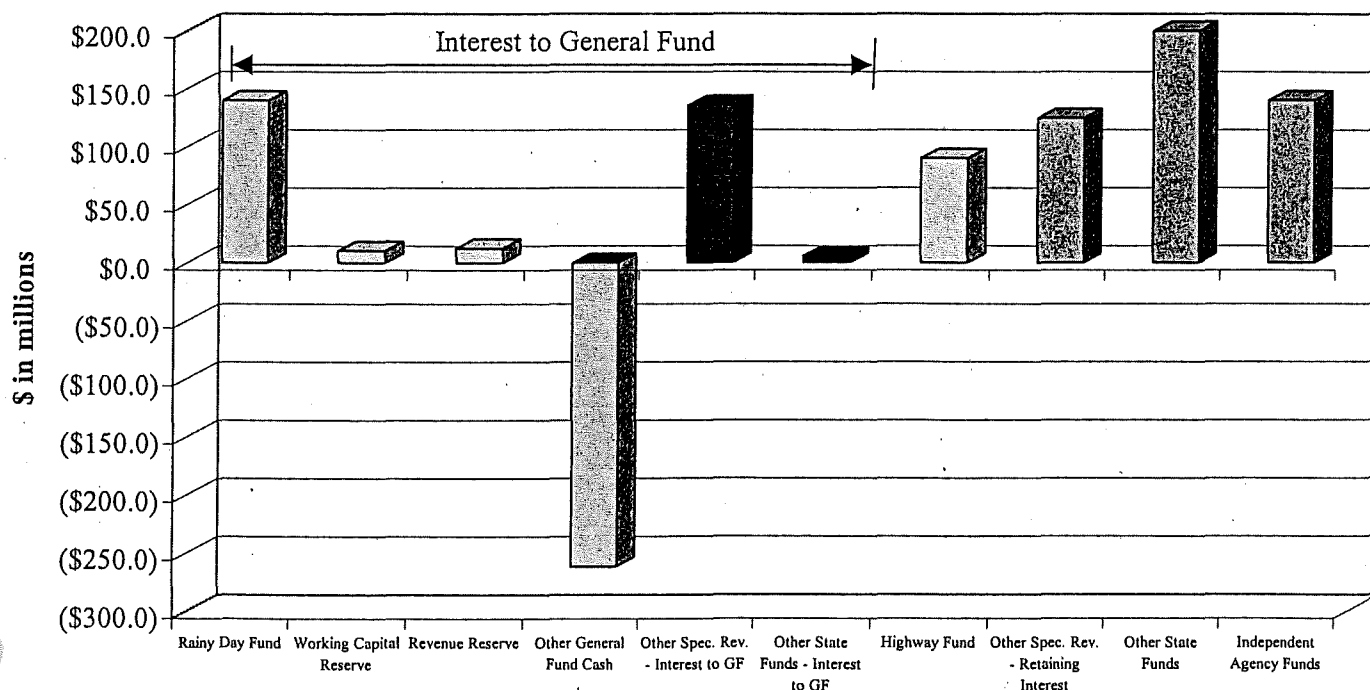
Composition of State's Cash Pool

March 2002 Average Daily Balances

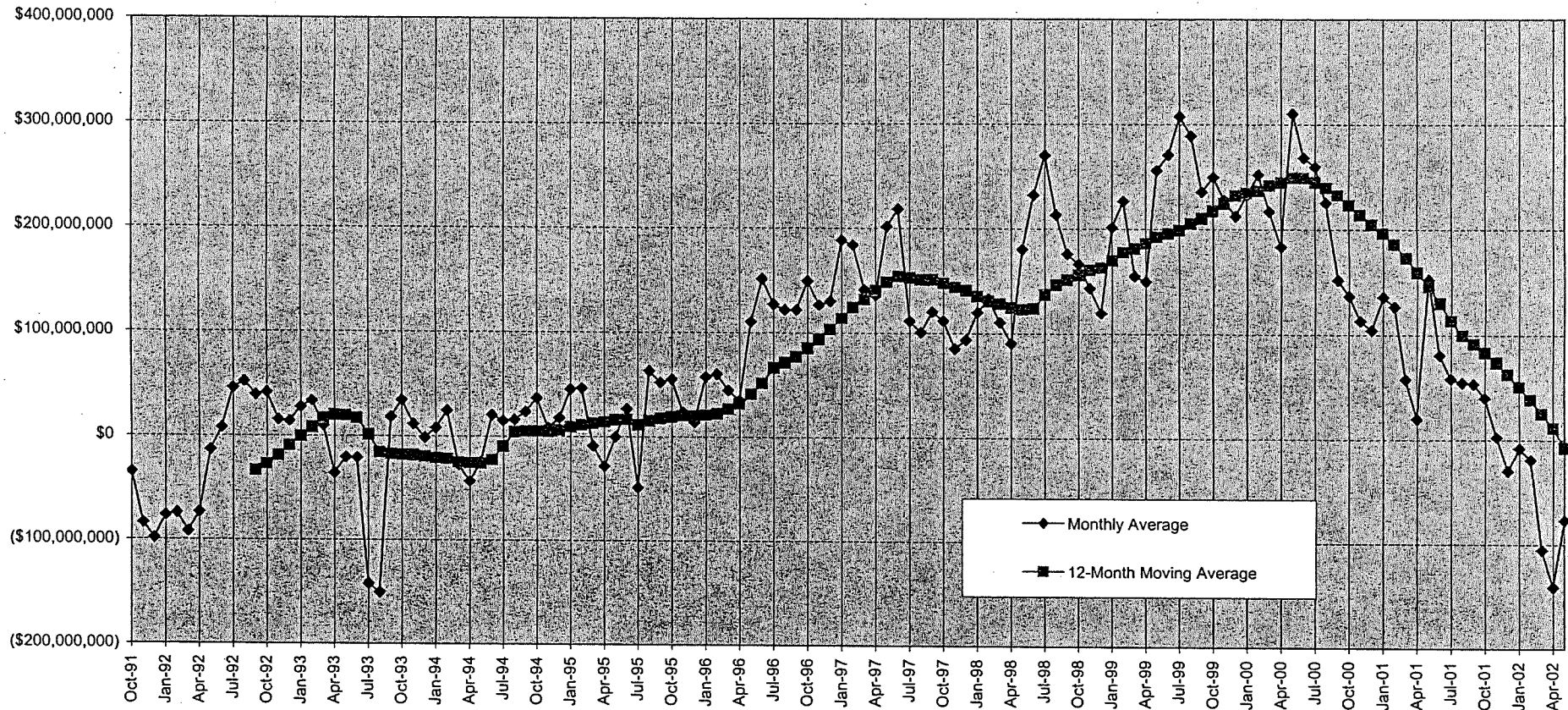
	March 2002
General Fund - Total	(\$98,277,497)
General Fund - Detail	
Rainy Day Fund	\$140,053,008
Working Capital Reserve	\$10,500,000
Revenue Reserve	\$12,557,435
General Fund - Other	(\$261,387,940)
Highway Fund	\$90,162,157
Other Special Revenue - Contributing to General Fund	\$135,982,980
Other Special Revenue - Retaining Interest Earned	\$124,750,403
Other State Funds - Contributing Interest to General Fund	\$5,651,051
Other State Funds	\$222,840,810
Independent Agency Funds	\$140,288,239
Total Cash Pool	\$621,398,144

Composition of Cash Pool

Average Daily Balances in March 2002



GENERAL FUND DAILY STARTING CASH BALANCES

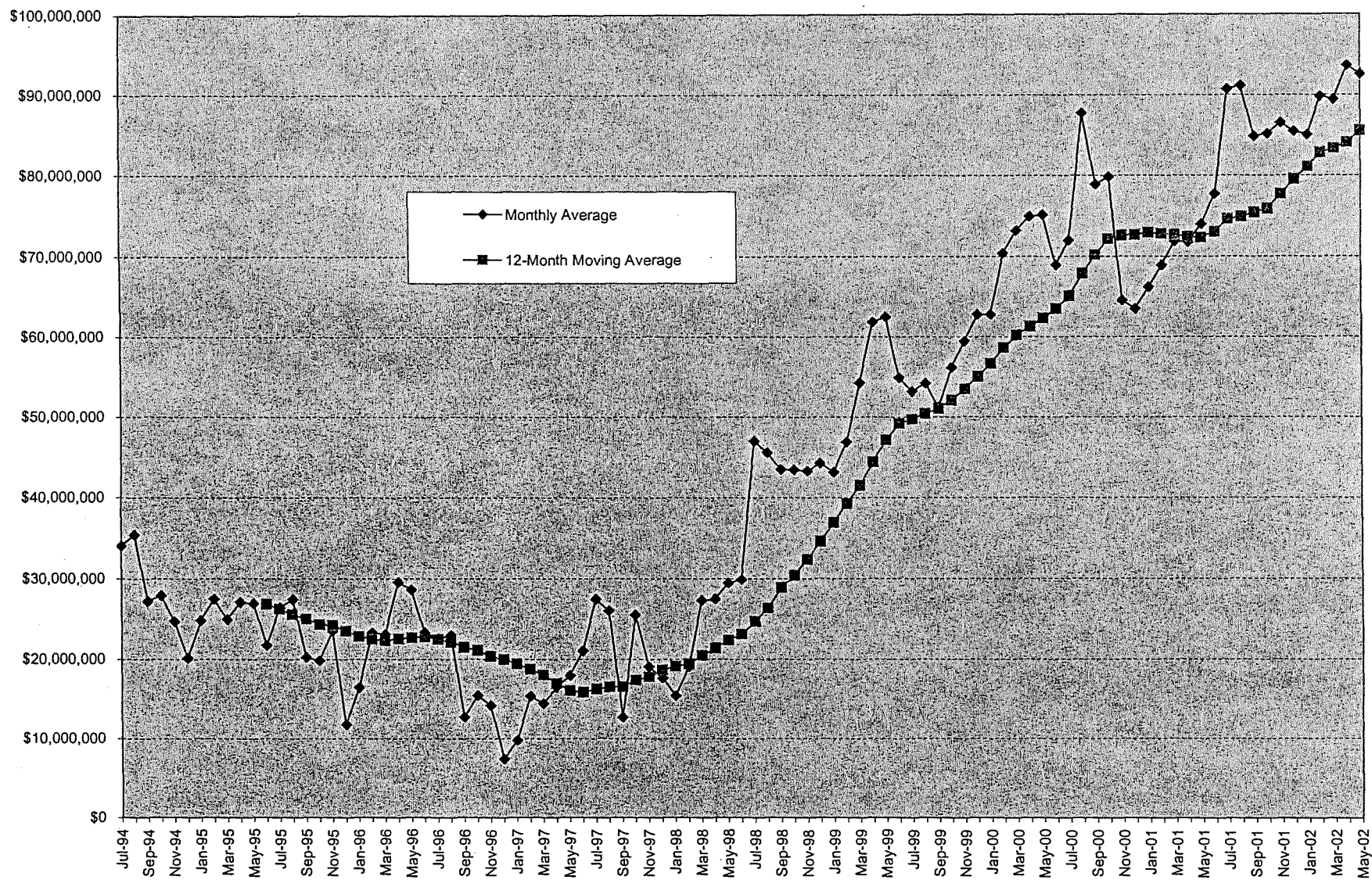


TAX ANTICIPATION NOTES - History from FY 1990-91 ⁽¹⁾

Fiscal Year	Amount Authorized	Amount Issued	Reference
2002-03 ⁽¹⁾	\$299,836,387 ⁽¹⁾	?	5 MRSA, §150 (as amended by PL 2001, c. 705)
2001-02	\$100,000,000	\$0	5 MRSA, §150 (as amended by PL 2001, c. 467)
1997-98	\$100,000,000	\$0	PL 1997, c. 24, §F-1 (Repealed by PL 1997, c. 643, §E-5)
1996-97	\$190,000,000	\$150,000,000	PL 1995, c. 665 §P-1
1995-96	\$182,000,000	\$182,000,000	PL 1995, c. 368, §V-1
1994-95	\$175,000,000	\$175,000,000	PL 1993, c. 707, §P-2
1993-94	\$170,000,000	\$170,000,000	PL 1993, c. 382, §1
1992-93	\$170,000,000	\$170,000,000	PL 1991, c. 780, §BB-1
1991-92	\$150,000,000	\$150,000,000	PL 1991, c. 589, §1
1990-91	\$125,000,000	\$115,000,000	PL 1991, c. 5, §1

Notes: ⁽¹⁾ 5 MRSA, §150 provides the statutory authorization for Tax Anticipation Notes. As amended by PL 2001, c. 705, the limit is the same as that imposed by the Constitution of Maine, Article IX, Sec. 14, 10% of total General Fund appropriations and Highway Fund allocations or 1% of the State Valuation, whichever is less. The amount authorized for fiscal year 2002-03 reflects General Fund appropriations and Highway Fund allocations for fiscal year 2002-03 through the 120th Legislature, 2nd Reg. Session. Special exceptions to the general authorization levels are detailed in this table.

HIGHWAY FUND DAILY STARTING CASH BALANCES



120th MAINE STATE LEGISLATURE
LEGISLATIVE COUNCIL

TECHNOLOGY REPORT

May 29, 2002

1. Computer migration/bill drafting System – Progress Report

Contract Amendment 4 was entered in to by Compaq and the Executive Director on behalf of the Legislative Council on May 21, 2002. The contract provides for Compaq to complete, test and deliver the new bill drafting system within 100 business days.

2. Legislative Direct Internet Access

- a. No major technical issues
- b. Ready to implement pending
 - i. Global Address List finalization
 - ii. Address approval by CIO
 - iii. Implement secure link with BIS

D.B.

Legislative Council
Space Committee

Meeting Summary
April 30, 2002, 1:00 P.M.

Members Present: Rep. Colwell, Chair
Sen. Small
Sen. Daggett
Rep. Schneider

Others Present: Rep. Marie LaVerriere-Boucher
Donald Sutter, Capitol Security
J.R. Phillips, Maine State Museum
Earle Shettleworth, Maine Historic Preservation Commission
David Boulter, Executive Director of the Legislative Council

Rep. Colwell convened the committee at 1:25 p.m. with a quorum of members present. The committee considered 4 matters at its meeting.

1. Request for wheelchair and motorized scooter for the Cross Building and the State House.

The committee reviewed the request for a wheelchair and a motorized scooter made by Rep. Bagley by letter dated February 26, 2002, and a memo by State Nurse Elsie McGillicuddy.

Mr. Boulter summarized the request and the current availability of wheelchairs. There are wheelchairs available from the State Nurse and Building Control in the Cross Building and the Sgt-at-Arms' office on the 3rd floor of the State House. There are no signs in either building to let employees or the public know of the availability of wheelchairs. There is no motorized scooter available in either building. A general discussion followed.

Rep. Colwell characterized the discussion as raising 2 issues:

- a. the need for wheelchair availability at the west entrance to the State House, and the need to make the availability known to the public; and
- b. the desirability and feasibility of obtaining a motorized scooter.

Members noted that the cost for a standard wheelchair to be kept in the Welcome Center would be modest. Members also noted that a motorized scooter similar to that used in retail establishments such as groceries stores, rather than a specialized motorized wheelchair, may be more feasible, because it is easier to operate. It is also what the state museum uses.

The committee, by unanimous agreement, requested that the executive director purchase a standard wheelchair for use in the State House, and that information relative to wheelchair availability be posted in the Cross Building and State House information kiosks. It further requested that the executive director work with the State Nurse to explore options for obtaining a motorized scooter, including the possibility of seeking a donation of a scooter.

2. Exercise room for Legislators

Rep. LaVerriere-Boucher presented her proposal to the committee. She suggested converting one of the underutilized legislative computer rooms/legislator lounges on the 2nd floor of the Cross Building to an exercise room for legislators. She noted that legislators often have little time to exercise when the Legislature is in session, so an on-site facility would be beneficial. The room would be furnished with up to a dozen pieces of exercise equipment such as treadmills, exercise bikes, weight machines and other similar equipment. Rep. Lavierriere-Boucher would seek donations of equipment from legislators. Legislators could use the shower rooms on the 1st floor of the Cross Building and the 4th floor of the State House. The area would not be supervised, although if necessary, legislators could be asked to pay an annual fee of \$10-20 so a trainer could be hired to give legislators information on the use of the equipment. During the off-session, the room could be made available to staff.

A general discussion followed. All members were supportive of exercise for legislators and the benefits of health and fitness. Rep. Colwell expressed his view that any on-site exercise facility should not be for the exclusive use of legislators but instead be also available to state employees generally. He also noted the very limited space available in either building.

Sen. Daggett expressed concerns about the proposal, including direct competition with private sector fitness facilities in the area, liability issues in the event of injury, lack of a fitness trainer, maintenance of equipment and dedicating the extremely limited legislative space to this use. Sen. Daggett noted that there are numerous fitness clubs in the area, including the KVYMCA located less than 1 mile from the State House. As an alternative, she suggested pursuing discounted memberships for legislators at those facilities. Mr. Boulter noted that the KVYMCA has proposed to relocate its facility to Capital Park (city-owned site) near the State House. Rep. Colwell suggested contacting the State Employee Health Insurance Program to inquire about any insurance provider incentive programs.

After further discussion, Sen. Small made a motion, seconded by Rep. Schneider, to:

- 1- not establish an on-site exercise facility in the State House or Cross Building for legislators; and
- 2 - direct the executive director to explore group discounts, corporate memberships, short-term memberships and other similar membership incentives for area fitness facilities.

The motion was approved unanimously.

3. Marble tile

Mr. Boulter briefed the committee on the status of the marble tile repair and replacement on the 3rd floor of the State House. The replacement tiles have a higher degree of gloss such that they are readily distinguished from existing tile. Mr. Boulter commented that he has received a recommendation from the tile installers, the architect, and facility maintenance staff to have the marble polished to a higher gloss in order to dramatically improve its appearance and ease floor maintenance. Marble flooring is often honed to a high degree of gloss. Finally, Mr. Boulter noted that according to tiling experts, how slippery a floor is is not dependent on the gloss, but instead on the sealant used.

Mr. Boulter asked the committee for their suggestions as to the degree of gloss for the 3rd floor. Four tile samples were shown demonstrating honing to various levels of gloss: 400 grit, 600 grit, 1000 grit and 1200 grit. Chair Colwell inquired of Mr. Shettleworth whether there are any historic considerations with respect to the marble flooring. Mr. Shettleworth replied that there is not a concern from an historic perspective, that the decision rests with the Legislative Council based on its judgment as to the most desirable appearance for the marble.

The committee members agreed that the director should pursue having the marble flooring honed to a 1,000 grit level, thereby giving the flooring a moderately high level of gloss.

4. Security measures

Mr. Boulter briefed the committee on the status of several security measures. The bollards that prevent unauthorized vehicular access to the State House should be installed within a week. A cost estimate for installation of security cameras has been received. The estimated cost for installation of cameras, using digital technology that is compatible with Building Control's systems, is approximately \$70,000. Mr. Boulter is in discussions with Mr. Jacobs, Deputy Commissioner of the Department of Administrative and Financial Services regarding a cost-sharing arrangement that would reduce legislative costs.

Mr. Boulter also briefed the committee on the recent State House dome light activity. By contracting with a local crane operator at a favorable rate (the crane had been used at the DOT building nearby) and employing the E.S. Boulos Company, Mr. Boulter was able to arrange for the repair and replacement of the cupola lights and the Lady of Wisdom light above the State House dome. The replacement lamps have a design life of 7-10 years. Fiber optic lighting had been considered for the statue light but was ruled out because the light emitted would be substantial less than that of a standard lamp (only 18% of current lumens). The cost of the crane rental is about \$4,000.

No action by the committee was needed.

With all matters before the committee having been considered, the meeting was adjourned.

120TH MAINE LEGISLATURE
LEGISLATIVE COUNCIL
REQUEST FOR INTRODUCTION OF LEGISLATION

Date: May 6, 2002

Motion: That the Legislative Council authorize the Executive Director to enter into a contract amendment with Compaq Computer Corporation, at a cost not to exceed \$200,000, for the purposes of completing and taking delivery of the bill drafting system now being developed by Compaq. The terms and conditions of the contract amendment must be acceptable to the Executive Director and must include the restarting of the 1-year warranty period for the bill drafting system once the complete system is accepted by the Legislature. The cost for the contract amendment must be absorbed within the currently authorized funds for the computer migration project.

				Signature
Sen. Michael H. Michaud	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>Michael H. Michaud</u>
Sen. Beverly C. Daggett	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>Beverly C. Daggett</u>
Sen. Mary E. Small	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>Mary E. Small</u>
Sen. Paul T. Davis, Sr.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>Paul T. Davis, Sr.</u>
Sen. Sharon Anglin Treat	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>Sharon Anglin Treat</u>
Rep. Michael V. Saxl	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>Michael V. Saxl</u>
Rep. Patrick Colwell	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>Patrick Colwell</u>
Rep. Joseph Bruno	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>Joseph Bruno</u>
Rep. William S. Norbert	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>William S. Norbert</u>
Rep. William J. Schneider	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>	<u>William J. Schneider</u>
Totals:				
	Yes <u>10</u>	No <u>0</u>		

MAY 20 2002

Attested D. Boudreau

Date

5-20-02

DAVID E. BOULTER
EXECUTIVE DIRECTOR
OF THE LEGISLATIVE COUNCIL



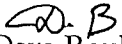
MAINE STATE LEGISLATURE

OFFICE OF THE EXECUTIVE DIRECTOR
LEGISLATIVE COUNCIL

Memorandum

To: The Honorable Michael V. Saxl, Speaker
Chair of the Legislative Council

And Honorable Members of the 120th Legislative Council

From:  Dave Boulter, Executive Director

Date: May 29, 2002

Re: Request for Authorization to Complete Selected State House Renovations Projects

As I mentioned in my earlier reports to the Legislative Council, work on several important health and safety items remains to be done. They include restoration of the East and South entries to the State House, installation of safety railings on the roof and membrane repairs to the North and South sections of the State House roof. At this time, I have not authorized this work to proceed. Until I had a better sense of the amount of contingency funds remaining once the scheduled North Wing renovations were completed, I did not think it was prudent to proceed.

Granger Northern, Inc. now estimates that the costs for the restoration of the East and South entries, roof railings and roof repairs to be about \$456,000, with a completion date of this Fall. North Wing contingency funds that will remain available, after taking into account the remaining scheduled work, total approximately \$406,000. If the Legislative Council authorizes the proposed additional work, the \$50,000 needed to fully fund the work can be covered by the \$100,000 that the Commissioner of Transportation committed to the Legislature this year for restoration of the East entrance to the State House. The remainder of the DOT funds could be set aside as a contingency (recommended by Granger Northern) to be used in the event that any unexpected condition is encountered during the project.

Because of the health and safety nature of the remaining work, the importance maintaining roof integrity and the very practical aspects of having serviceable entrances to the State House, I recommend that the Legislative Council authorize the proposed work, utilizing remaining funds budgeted for the current State House renovations work and the DOT funds made available to the Legislative Council. If the work is authorized, I will work with the contractors to arrange for completion of the work before the next Legislature convenes.

DAVID E. BOULTER
EXECUTIVE DIRECTOR
OF THE LEGISLATIVE COUNCIL




MAINE STATE LEGISLATURE

OFFICE OF THE EXECUTIVE DIRECTOR
LEGISLATIVE COUNCIL

Memorandum

To: The Honorable Michael V. Saxl, Speaker
Chair of the Legislative Council

And Honorable Members of the 120th Legislative Council


From: Dave Boulter, Executive Director

Date: May 28, 2002

Re: Security Camera Installation in the State House

As you may recall, earlier this year the Legislature Council voted to provide additional security measures in the State House, including the installation of security cameras at the entrances to the State House. At that time, it was agreed that I would seek a proposal from a qualified firm for installation of the cameras, seek cost sharing from the Executive Branch and discuss costs with the Legislative Council before proceeding. I have now done that.

Attached is a proposal from E. S. Boulous Company for the purchase and installation of the cameras and operating system. Also attached is a supplemental proposal from the Department of Public Safety, Maine State Police, recommending certain additional camera installations and other technical changes to enhance building security. There are a variety of costs and options to consider with respect to camera type, system design and sophistication and installation locations. Costs to implement the proposals range from a low of about \$64,000 to a high of about \$112,000. Money for camera installation would come from the Reserve Fund for State House Preservation and Maintenance; sufficient funds would be available after July 1, 2002. While I continue to have discussions with representatives from the Department of Administrative and Financial Services about a cost-sharing arrangement, I have not received any firm commitment for sharing costs for this project at this time. I remain hopeful that the Executive Branch will contribute to this project since it too will be a beneficiary of the increased security measures in the State House and grounds.

Because of the various options and costs to be considered, I recommend that the Legislative Council refer this matter for review and decision to either its Space Committee or

the earlier convened Committee to Consider Additional Security Measures. Once a decision is made, the executive director's office can implement the decision in a timely manner.

Please let me know if you have any questions or would like additional information.

Attachments

G:\Execdir-120th\recommendation to council on security cameras.doc (May 28, 2002 6:22 PM)

E. S. Boulos Company

Electrical Contractors

70 Commercial Street, Lewiston, Maine 04240

Telephone: (207) 784-0906

Facsimile: (207) 784-9426

E-Mail: esboulos@esboulos.com

April 8, 2002

David Boulter
Executive Director, Legislative Council
Maine State Legislature
115 State House Station
Augusta, Maine 04333-0115

Dear David:

E. S. Boulos Company (ESB) is pleased to submit the following proposal for the installation of video surveillance cameras at the Maine State House. This proposal is broken into three solutions, dependent on the type of video system architecture and its level of integration into State networks (please see the attached drawings). All three solutions require a similar scope of work, as detailed below:

ESB will provide all supervision, labor, material, tools, equipment, safety, and insurance necessary to complete the following scope of work:

- Furnish all necessary video cameras, hardware, software, cabling, raceways, programming and testing to provide a complete and functional video surveillance system.
- Install eight (8) video cameras, one each at the following locations:
 - South Entrance
 - North Entrance
 - Governor's Entrance
 - Service Entrance
 - Connector Tunnel
 - Hall of Flags
 - State House Roof (East Lawn Surveillance)
 - Cross S. O. B. Roof (State House West Façade Surveillance)
- Provide for monitoring at three (3) locations:
 - State House West Entrance Security Kiosk
 - State House Executive Director's Office
 - Cross S. O. B. Building Control Office
- Install all necessary hardware (ex. Digital Recorders, Matrix Switch, Managed Network Switches, Servers, Power Supplies, etc.) on a standard 19" equipment rack at the State House first floor Computer Room or Centrex Room.
- Install all necessary hardware (ex. Fiber Converters, Camera Streamers) on an existing backboard or equipment rack at the Cross S. O. B. Building Control office.
- Install all necessary raceways, supports, cable, and terminations.
- ESB will employ qualified subcontractors to patch and paint any necessary penetrations in the building's finish to match adjacent surfaces.

APR - 9 2002

E. S. Boulos Company

- The power supplies for the cameras will be connected to a source of power backed up by the Emergency Generator.

ESB expects to complete much of this work during regular working hours (M-F 7-3:30).

PRICING

Solution 1: This solution involves the installation of "traditional" video equipment. This option requires the installation of a fiber optic cable between the State House and the Cross S. O. B., as well as requiring additional monitors and keyboards (provided as part of the project) at the Security Kiosk and the Executive Director's office.

\$66,920.00

(Sixty-Six Thousand, Nine Hundred Twenty dollars)

Solution 2: This solution includes the installation of the Honeywell Digital Video Manager on an independent network. This option requires the installation of a fiber optic cable between the State House and the Cross S. O. B., although monitoring would be accomplished through existing PCs at all monitoring locations.

\$69,400.00

(Sixty-Nine Thousand, Four Hundred dollars)

Solution 3: This solution includes the installation of the Honeywell Digital Video Manager on the existing State LAN. This option requires a small amount of space on the existing LAN (approximately 2 mpbs), but would not require installation of the fiber optic cable between the State House and the Cross S. O. B. and would allow monitoring from the existing PCs.

\$63,970.00

(Sixty-Three Thousand, Nine Hundred Seventy dollars)

Governor's Cameras: Solution 2 & 3 allow the ready integration of additional cameras into the Honeywell Digital Video Manager system. The governor's cameras can be added to the HDVM with some additional work.

\$920.00

(Nine Hundred Twenty dollars)

Thank you very much for the opportunity to provide this proposal. Please do not hesitate to call with any questions or concerns. Chris Pynchon from Honeywell, Inc. indicated that he would be available for any further discussion about the different solutions at your convenience.

Sincerely,



Ricardo J Arietti
Project Manager

STATE OF MAINE
Department of Public Safety
Maine State Police
42 State House Station
Augusta, Maine
04333-0042

ANGUS S. KING, JR.
GOVERNOR

COL. MICHAEL R. SPERRY
CHIEF
LT. COL. JEFFREY D. HARMON
DEPUTY CHIEF

May 1, 2002

David Boulter
Executive Director, Legislative Council
Maine State Legislature
115 State House Station
Augusta ME 04333-0115

Charles Jacobs
Assistant Commissioner, Department of Administrative & Financial Services
78 State House Station
Augusta ME 04333-0078

Dear Gentlemen:

The following is a proposal by the Maine State Police, combined with the E.S. Boulou Company (ESB) for the installation of video surveillance cameras at the Maine State House. The Maine State Police Additional Recommendations are included with the proposals by ESB. This proposal is broken into three solutions, dependent on the type of video system architecture and its level of integration into State networks (please see the attached drawings). All three solutions require a similar scope of work, as detailed below.

ESB will provide all supervision, labor, material, tools, equipment, safety and insurance necessary to complete to the following scope of work:

- * Furnish all necessary video cameras, hardware, software, cabling, raceways, programming and testing to provide a complete and functional video surveillance system.
- * Install eight (8) video cameras, one each at the following locations:
 - South Entrance
 - North Entrance
 - Governor's Entrance
 - Service Entrance
 - Connector Tunnel
 - Hall of Flags
 - State House Roof (East Lawn Surveillance)
 - Cross S.O.B. Roof (State House West Façade Surveillance)

OFFICES LOCATED AT: 36 HOSPITAL STREET

(207) 624-7068 (Voice)

(207) 624-4478 (TDD)

(207) 624-7088 (Fax)

* Provide for monitoring at three (3) locations:

- State House West Entrance Security Kiosk
- State House Executive Director's Office
- Cross S.O.B. Building Control Office

* Install all necessary hardware (ex. Digital Recorders, Matrix Switch, Managed Network Switches, Servers, Power Supplies, etc.) on a standard 19" equipment rack at the State House first floor Computer Room or Centrex Room.

* Install all necessary hardware (ex. Fiber Converters, Camera Streamers) on an existing backboard or equipment rack at the Cross S.O.B. Building Control office.

* Install all necessary raceways, supports, cable and terminations.

* ESB will employ qualified subcontractors to patch and paint any necessary penetrations in the building's finish to match adjacent surfaces.

* The power supplies for the cameras will be connected to a source of power backed up by the Emergency Generator.

ESB expects to complete much of this work during regular working hours (M-F 7-3:30).

The following are the three (3) solutions that ESB has provided as well as the additional information that you requested from me.

PRICING

ESB - Solution 1: This solution involves the installation of "traditional" video equipment. This option requires the installation of a fiber optic cable between the State House and the Cross S.O.B., as well as requiring additional monitors and keyboards (provided as part of the project) at the Security Kiosk and the Executive Director's office.

\$66,920.00

(Sixty-Six Thousand, Nine Hundred Twenty dollars)

Additional Recommendations – Exterior: It is recommended that two (2) pan, tilt, and zoom CCTV cameras (ex. cameras, controller, heated environmental housing, monitors and digital recorders) with 360 degree capability be added. These cameras should be installed on poles in the Cross S.O.B. West Side Parking Lot, possibly on existing poles. This should be confirmed with the contractor to verify compatibility with the existing poles. One (1) fixed CCTV (ex. camera, heated environmental housing, monitor and digital recorder) camera should be installed at the Loading Dock of the Cross S.O.B. This camera could be secured to the side of the building. **Interior:** It is recommended that one (1) fixed CCTV camera be installed in the West Wing Entrance. This camera should be placed to allow a view of the West Wing Entrance, Kiosk, Lobby, Coffee Shop Entrance and Service Entrance. One (1) additional fixed CCTV camera should be installed in the Hall of Flags in addition to the already approved CCTV camera. This will allow the Hall of Flags to have two (2) CCTV (ex. cameras, interior housing, monitors, and digital recorders) cameras to ensure better security.

\$42,000.00

(Forty Two Thousand dollars)

The total cost of Solution 1, including additional recommendations

\$108,920.00

(One Hundred and Eight Thousand, Nine Hundred Twenty dollars)

OFFICES LOCATED AT: 36 HOSPITAL STREET

(207) 624-7068 (Voice)

(207) 624-4478 (TDD)

(207) 624-7088 (Fax)

Solution 2: This solution includes the installation of the Honeywell Digital Video Manager on an independent network. This option requires the installation of a fiber optic cable between the State House and the Cross S.O.B., although monitoring would be accomplished through existing PC's at all monitoring locations.

\$69,400.00
(Sixty-Nine Thousand, Four Hundred dollars)

Additional Recommendations – Exterior: It is recommended that two (2) pan, tilt, and zoom CCTV cameras (ex. cameras, controller, heated environmental housing, monitors and digital recorders) with 360 degree capability be added. These cameras should be installed on poles in the Cross S.O.B West Side Parking Lot, possibly on existing poles. This should be confirmed with the contractor to verify compatibility with the existing poles. One (1) fixed CCTV (ex. camera, heated environmental housing, monitor and digital recorder) camera should be installed at the Loading Dock of the Cross S.O.B. This camera could be secured to the side of the building. **Interior:** It is recommended that one (1) fixed CCTV camera be installed in the West Wing Entrance. This camera should be placed to allow a view of the West Wing Entrance, Kiosk, Lobby, Coffee Shop Entrance and Service Entrance. One (1) additional fixed CCTV camera should be installed in the Hall of Flags in addition to the already approved CCTV camera. This will allow the Hall of Flags to have two (2) CCTV (ex. cameras, interior housing, monitors, and digital recorders) cameras to ensure better security.

\$42,000.00
(Forty Two Thousand dollars)

The total cost of Solution 2, including additional recommendations **\$111,400.00**
(One Hundred and Eleven Thousand, Four Hundred dollars)

Solution 3: This solution includes the installation of the Honeywell Digital Video Manager on the existing Stat LAN. This option requires a small amount of space on the existing LAN (approximately 2 mpbs), but would not require installation of the fiber optic cable between the State House and the Cross S.O.B and would allow monitoring from the existing PC's.

\$63,970.00
(Sixty-Three Thousand, Nine Hundred Seventy dollars)

Additional Recommendations – Exterior: It is recommended that two (2) pan, tilt, and zoom CCTV cameras (ex. cameras, controller, heated environmental housing, monitors and digital recorders) with 360 degree capability be added. These cameras should be installed on poles in the Cross S.O.B West Side Parking Lot, possibly on existing poles. This should be confirmed with the contractor to verify compatibility with the existing poles. One (1) fixed CCTV (ex. camera, heated environmental housing, monitor and digital recorder) camera should be installed at the Loading Dock of the Cross S.O.B. This camera could be secured to the side of the building. **Interior:** It is recommended that one (1) fixed CCTV camera be installed in the West Wing Entrance. This camera should be placed to allow a view of the West Wing Entrance, Kiosk, Lobby, Coffee Shop Entrance and Service Entrance. One (1) additional fixed CCTV camera should be installed in the Hall of Flags in addition to the already approved CCTV camera. This will allow the Hall of Flags to have two (2) CCTV (ex. cameras, interior housing, monitors, and digital recorders) cameras to ensure better security.

\$42,000.00
(Forty Two Thousand dollars)

The total cost of Solution 3, including additional recommendations **\$105,970.00**
(One Hundred and Five Thousand, Nine Hundred Seventy dollars)

OFFICES LOCATED AT: 36 HOSPITAL STREET

(207) 624-7068 (Voice)

(207) 624-4478 (TDD)

(207) 624-7088 (Fax)

Governor's Cameras: Solution 2 & 3 allow the ready integration of additional cameras into the Honeywell Digital Video Manager system. The Governor's cameras can be added to the HDVM with some additional work.

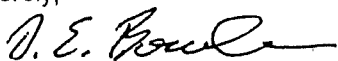
\$920.00
(Nine Hundred Twenty dollars)

The total costs of the additional recommendations are estimated, please confirm with the contractor for exact pricing.

Per your request, lighting placement assessment recommendations will follow under separate cover.

If you need any additional information or have any questions, please feel free to contact me at 287-3530.

Sincerely,



David Bowler, Detective
Maine State Police

DAVID E. BOULTER
EXECUTIVE DIRECTOR
OF THE LEGISLATIVE COUNCIL



MAINE STATE LEGISLATURE

OFFICE OF THE EXECUTIVE DIRECTOR
LEGISLATIVE COUNCIL

Memorandum

To: The Honorable Michael V. Saxl, Speaker
Chair of the Legislative Council

And Honorable Members of the 120th Legislative Council

From: *Dave*
Dave Boulter, Executive Director

Date: May 29, 2002

Re: MSEA Request for Union Recognition

Yesterday I received the attached documents from the Maine State Employees Association, SEIU, Local 1989, AFL-CIO and a request that the matter be placed on the Legislative Council's agenda for today. The documents request that the Legislative Council, as "employer" for Legislative Council staff, agree to the union's 3 proposed bargaining units (or alternatively agree to a process for designating bargaining units) and agree to voluntary recognition of MSEA as the employees' bargaining agent for the purposes of collectively bargaining.

The Legislative Council may choose to accept the proposed bargaining units and to voluntarily recognize MSEA as the employees' bargaining agent, but it is not obligated to do so. Instead, the Legislative Council may request that all affected employees be given the opportunity to vote whether they choose to organize and if so who is to be their bargaining agent.

The decision by the Council is a very important one, and as such, the Council is not obligated to act on MSEA's request today. It may take the necessary time to review the law and options available to it as employer. In addition, not all employees that would be affected by the decisions have been made aware of the proposal presented by MSEA or have had an opportunity to consider the options and implications.

I am happy to provide additional information at the meeting today.

Attachments

STATE OF MAINE, LEGISLATIVE BRANCH,)
)
and)
)
MAINE STATE EMPLOYEES ASSOCIATION,)
SERVICE EMPLOYEES INTERNATIONAL)
UNION LOCAL 1989, AFL-CIO.)

AGREEMENT ON PROCEDURE FOR
DETERMINING CLAIM FOR RECOGNITION

The Maine State Employees Association, SEIU Local 1989, (the union) has represented that a majority of the employees in three proposed bargaining units of Legislative employees have signed cards indicating their desire to be represented by the union for the purpose of collective bargaining. The Legislative Branch of the State of Maine, represented by the Legislative Council or its designee, and the union agree to meet and discuss the scope of appropriate bargaining units covering legislative employees. If agreement is reached, the union may request that the Maine Labor Relations Board count union authorization cards signed by employees in the stipulated units. If the Board determines that a majority of the employees in the stipulated units have requested representation by the union, the employer agrees to sign appropriate forms granting recognition to the union as the exclusive bargaining agent for the employees in each unit.

Signed: _____
Representative of the Legislative Branch
State of Maine

Name Title

Signed: _____
Representative of the Maine State
Employees Association, SEIU Local 1989

Name Title

AGREEMENT ON APPROPRIATE BARGAINING UNIT

(File original with the Maine Labor Relations Board,
90 State House Station, Augusta, Maine 04333-0090.)

Date of Agreement

This is to certify that:

Name (type or print)

Title

Public Employer

and

Name (type or print)

Title

Employee Organization

have agreed that the following job classifications/positions comprise an appropriate unit for the purposes of collective bargaining under the terms of the applicable labor relations law.

Name of Unit:

Classifications/Positions Included:

Classifications/Positions Excluded:

If this modifies an existing unit, describe change(s):

Signed: _____
Employer Representative

Address: _____

Signed: _____
Employee Representative

Address: _____

STATE OF MAINE, LEGISLATIVE BRANCH,)
)
 and)
)
 MAINE STATE EMPLOYEES ASSOCIATION,)
 SERVICE EMPLOYEES INTERNATIONAL)
 UNION LOCAL 1989, AFL-CIO.)

AGREEMENT ON APPROPRIATE BARGAINING UNITS

The Legislative Branch of the State of Maine, represented by the Legislative Council or its designee, and the Maine State Employees Association, SEIU Local 1989, hereby certify that they agree that the following job classifications/positions comprise appropriate units for the purpose of collective bargaining under the terms of the State Employee Labor Relations Act:

Included positions or classifications, by stipulated bargaining unit:

Supervisory Unit:

All supervisory employees, including the positions listed below, but excluding positions included by stipulation in any other bargaining unit, as well as positions excluded by law or by stipulation from any bargaining unit:

Revisor's Office

Principal Attorney, Legal Proofreader Supervisor, Legislative Technician Supervisor, Engrossing Staff Supervisor

Office of Policy and Legal Analysis

Principal Analyst, Senior Legislative Researcher, Administrative Secretary

Legislative Information Services

Manager

State Law and Legislative Reference Library

Principal Librarian, Public Services; Principal Librarian, Technical Services

Professional Unit:

All professional employees, including the positions listed below, but excluding positions included by stipulation in any other bargaining unit, as well as positions excluded by law or by stipulation from any bargaining unit:

Revisor's Office

Senior Attorney, Attorney, Paralegal Assistant, Legal Proofreader

Office of Policy and Legal Analysis

Senior Legislative Analyst, Legislative Analyst, Legislative Researcher

Legislative Information Services

Senior Network Administrator, Senior Programmer Analyst, Program Analyst, Web Administrator

State Law and Legislative Reference Library

Associate Law Librarian, Public Services; Associate Law Librarian, Cataloging and Serials

Administrative Unit:

All administrative employees, including the positions listed below, but excluding positions included by stipulation in any other bargaining unit, as well as positions excluded by law or by stipulation from any bargaining unit:

Office of the Executive Director

Accounting Technician, Facilities Support Staff

Revisor's Office

Legislative Technician, Administrative Secretary, Engrossing Staff, Office Assistant

Office of Policy and Legal Analysis

Senior Secretary, Secretary

Legislative Information Services

Desktop Administrator, Help Desk Administrator, Office Support Technician, Legislative Indexer, Associate, Assistant

State Law and Legislative Reference Library

Library Assistant, Library Associate, Administrative Secretary

Joint Standing Legislative Committees

Committee Clerks

Excluded positions or classifications:

Any and all positions excluded by law from the definition of "Legislative Employee" pursuant to 26 MRSA § 979-A (4-A). In addition, the parties stipulate to the exclusion of the following positions or classifications that may or may not be excluded by law:

Office of the Executive Director

Assistant for Administrative Services, Payroll and Benefits Specialist, Senior Administrative Secretary

Office of Fiscal and Program Review

All staff

Signed: _____
Representative of the Legislative Branch
State of Maine

Name Title

Signed: _____
Representative of the Maine State
Employees Association, SEIU Local 1989

Name Title

STATE OF MAINE, LEGISLATIVE BRANCH,)
)
and)
)
MAINE STATE EMPLOYEES ASSOCIATION,)
SERVICE EMPLOYEES INTERNATIONAL)
UNION LOCAL 1989, AFL-CIO.)

AGREEMENT ON RECOGNITION

The Legislative Branch of the State of Maine, represented by the Legislative Council or its designee, having stipulated to the definition and appropriateness of the Supervisory, Professional and Administrative units for collective bargaining, and being satisfied that a majority of the members of those units desire to be represented by the Maine State Employees Association, SEIU Local 1989, as their bargaining agent for the purposes of collective bargaining, hereby grants voluntary recognition.

Signed: _____
Representative of the Legislative Branch
State of Maine

Name Title

VOLUNTARY RECOGNITION FORM

(File original with the Maine Labor Relations Board,
90 State House Station, Augusta, Maine 04333-0090.)

Date of Recognition

Having determined that the _____
Name of Unit
is an appropriate unit for collective bargaining purposes and being satisfied that a majority of the members of that unit desire
to be represented by _____ as their bargaining agent
Name of Bargaining Agent
for the purposes of collective bargaining, the undersigned Public Employer hereby grants voluntary recognition.

Signed: _____
Representative of Employer

Name (type or print) Title

Bargaining Agent

Address

Employer

Address

