# **Statement of Values**

Client	Company
Town of Raymond	Argonaut Insurance Company
Address	Policy
401 Webbs Mills Road	TBD
Town, ST ZIP	Effective Date
Raymond, ME 04071	07/01/2017-07/01/2018

Agency Name and

Kyes Insurance Agency

PO Box 311

Farmington, ME 04938

signed and accepted by:					Grand	d Tota	ls	\$4,864,760	\$548,047		
Loc. #	Bldg.#	Location Address/Building Description	Occupancy	Construction Class	Square Footage	Sprinkler (Y/N)	Fire Alarm (Y/N)	Building Value	Contents Value	Stories	Year of Construction
1	1	Town Hall/401 Webbs Mills Road						\$557,885	\$229,973		
2	1	Public Safety Building/1443 Roosevelt Trail						\$2,703,549	\$143,876		
3	1	Dist II Fire Station, Public Works, Bus/ 387 Webb Mills Road						\$761,963	\$33,075		
4	1	Broadcast Studio/423 Webbs Mill Road						\$49,613	\$55,125		
5	1	Public Works/47 Main Street						\$381,747	\$44,100		
6	1	Tassel Top Main Cabin/1234R Roosevelt Trail						\$64,476	\$5,513		
6	2	Tassel Top Bath/1234R Roosevelt Trail						\$22,361			
6	3	Tassel Top Changing Booth/1234R Roosevelt Trail						\$3,308			
6	4	Tassel Top Changing Booth /1234R Roosevelt Trail						\$3,308			
6	5	Tassel Top Gate House/1234R Roosevelt Trail						\$6,342	\$1,103		
6	6	Tassel Top Sleeping Cabin #1/1234R Roosevelt Trail						\$14,603	\$1,103		
6	7	Tassel Top Sleeping Cabin #2/1234R Roosevelet Trail						\$15,484	\$1,103		
6	8	Tassle Top Snack Bar/1234R Roosevelt Trail						\$5,513	\$5,513		
7	1	Salt/Sand Shed/170 Plains Road						\$209,588	\$22,050		
8	1	Playground Structure/Mill Street						\$61,520	\$5,513		
9	1	Veterans Memorial Park Sign/Route 302 Corner of 85	I don't see listed on Travelers, but listed in the Summary of Ins					\$0			
9	2	Veterans Memorial Park Boat Dock/Route 302 Corner of 85	I don't see listed on Travelers, but listed in the Summary of Ins					\$3,500			

# **Statement of Values**

Loc. #	Bldg.#	Location Address/Building Description	Occupancy	Construction Class	Square Footage	Sprinkler (Y/N)	Fire Alarm (Y/N)	Building Value	Contents Value	Stories	Year of Construction
10	1	6 Sections Floating Dock/Route 302 Beach	I don't see listed on Travelers, but listed in the Summary of Ins					\$0			



# FIRE DEPARTMENT / EMS SUPPLEMENTAL APPLICATION

Page 1 of 1

Member Argo Group

BY COMPLETING THIS APPLICATION, THE APPLICANT IS APPLYING FOR COVERAGE WITH EITHER **ARGONAUT INSURANCE COMPANY** OR **ARGONAUT GREAT CENTRAL INSURANCE COMPANY**, A LICENSED INSURER.

V.				
En	tity N	ame Town I harmond Date 5/5/1	7	
Pai	id Fire	Department to be included in quote?	V Yes	☐ No
Vol	luntee	r Fire Department to be included in quote?	Yes	☐ No
1.	Fire (	Department Personnel Regular # Volunteer #30		
	A.	Are mutual aid agreements in place with neighboring communities?	Yes	□ No
	В.	SOP requires personnel to report to station for emergency responses?	☐ Yes	WO_
	C.	SOP requires operation of vehicles with due regard through intersections?	☐ Yeş	No
	D.	Are Volunteers permitted to respond in personal vehicles to emergency scenes?	Yes	☐ No
2.	EMT	s/Paramedics/EMTAs: Paid # [AAAAAAAAAAA] Volunteer #		
3.		high activity intersection Traffic Signals equipped with Emergency Vehicle Preemption  Fransit Signal priority system (Opticom or similar)?	Yes	No
4.	Fire/	EMS Dispatch:		
	Α.	Does your department handle its own dispatch?	☐ Yes	No
		If no, who handles dispatch?		
	В.	Are incoming calls to dispatch recorded?	Yes	☐ No
	C.	How long are tapes retained?		
	D.	Are training/certification procedures in place?	Yes Yes	☐ No
	2)	5 Para medico 15 EMT		
=	Fir	of Acoporder Oally		
IIS SU	PPLE	MENTAL APPLICATION IS INCORPORATED BY REFERENCE INTO THE PRIMARY APPLICATION	N	
PPLIC	ANT'S	ally flui DATE 5/5/1;	7	



## **PUBLIC ENTITY APPLICATION**

Member Argo Group

BY COMPLETING THIS APPLICATION, THE APPLICANT IS APPLYING FOR COVERAGE WITH EITHER **ARGONAUT INSURANCE COMPANY** OR **ARGONAUT GREAT CENTRAL INSURANCE COMPANY**, A LICENSED INSURER.

# Submission Requirements

- ◆ Completion of this application and any supplemental applications
- ◆ Up-to-date schedules including Property COPE information, Autos with Original Cost New

01-6000 347

- ◆ Five (5) years (plus current year) of currently valued loss runs and/or TPA
- ◆ Most Current Budget

## **GENERAL INFORMATION**

Entity Name			FEIN 6-000	Entity Population
Town of Raymond			01-61232	4500
Street Address	City	State	County	Zip Code
401 Webbs Mills Road	Raymond	ME	Cumberland	04071
Insurance Contact/Title Cathy Ricker			Contact Phone (207) 655-4742	4
Contact Email Address				
cathy.ricker@raymondmaine.org	g			

## **KEY DATES**

Effective Date	Bid Date (if any)	Agency Need-by Date
07/01/2017	05/12/2017	

## **SUBMITTING AGENCY**

Agency		Phone			
Kyes Insurance Agency	(207) 778-9862				
Producer / Agency Contact	Email Address				
Flint Christie/Belinda Maillet-Barden		bmaillet@kyesinsurance.com			
Street Address	City	l.	State	Zip Code	
171 Main Street	Farmingto	n	ME	04938	

TPRS-APP190-0117 Page 1 of 9

# **PREMIUM AND LOSS HISTORY**

Line	Check if Requested	Expiring Premium	Carrier	Deductible/SIR	Policy Limit
General Liability	$\checkmark$	\$		\$	\$
Public Officials' Liability	<b>✓</b>	\$		\$	\$
Employment Practices Liability	<b>✓</b>	\$		\$	\$
Law Enforcement Liability		\$		\$	\$
Auto Liability	<b>√</b>	\$		\$	\$
Auto Physical Damage	<b>√</b>	\$		\$	\$
Property	$\checkmark$	\$		\$	\$
Inland Marine	<b>√</b>	\$		\$	\$
Crime	$\checkmark$	\$		\$	\$
Excess/Umbrella Liability	<b>√</b>	\$		\$	\$
Equipment Breakdown	$\checkmark$	\$		\$	\$
Workers Compensation (not available in all states)		\$		\$	\$
Other:		\$		\$	\$
Other:		\$		\$	\$

TPRS-APP190-0117 Page 2 of 9

# **COMMERCIAL GENERAL LIABILITY**

Coverage type:	Occurrence	or	Claims-	-Made, Retroactive Date:		
	Per Occurrence Limit: \$_	1,000,000		Annual Aggregate: \$_3,000,000		
	Deductible: \$		or	SIR: \$		
	■ Employee Benefits L	iability				

# **GENERAL LIABILITY EXPOSURES**

Supplemental questionnaires required for these exposures are indicated in the column on the right.

Exposure/Operation	<b>Exposure</b> Check if Yes	Subcontract to Others? Check if Yes	Separate Legal Entity / Separately Insured Check if Yes	Supplementals at:  www.tridentpublicrisk.com
Airport or Related Facilities				Excluded under our program
Cemetery 7	1			Movin a Contracted
Dams NA				Complete TPRS-SUP197 Supplement
Fire Department – Paid and/or Volunteer	V			Complete TPRS-SUP198 Supplement
Firearms Range - Public Use	I			Certified Range Master on Staff?  Yes No
Housing Authority				
Active Landfill / Dump / Refuse Site / Incinerator				Complete TPRS-SUP199 Supplement
Medical & Ancillary Care Facilities  a. Nursing Home  b. Hospital				Excluded under our program
Public Facilities Convention/Civic Center/Stadium				
Recreational Activities				Complete TPRS-SUP194 Supplement
Schools				Complete TPRS-SUP201 Supplement
Social Services  a. Shelter (Women or Children), Halfway House				Please describe operation:
b. Foster Care				

Rec Dept or a seperate Entity

Exposure/Operation	Exposure Check if Yes	Subcontract to Others? Check if Yes	Separate Legal Entity / Separately Insured Check if Yes	Supplementals at: www.tridentpublicrisk.com			
Special Events  a. Carnival, Fair, Parade				Mechanical Rides/Devices  Yes No Liquor Service  Yes No			
b. Fireworks				Licensed Pyrotechnician  Yes No Fire & EMS onsite  Yes No			
Streets/Roads  Miles of Paved: 37  Mile of Unpaved: 2	d			Street/Road Formal Inspection Program?  Yes No Formal Citizen Complaint Procedure in place?  Yes No			
Utilities  a. Electric  b. Gas  c. Sewer  d. Water - Partland water				Complete TPRS-SUP192 Supplement			
Wharf/Piers Bout Planp 4 Docks				Formal Wharf/Pier inspections?  Yes No  Marina Exposure?  Yes No			
Other:				Please describe:			
Contractual Risk Transfer  Yes No Legal Representative reviews all contracts?  Yes No Require to be named as Additional Insured?  Yes No Legal Counsel on staff or dedicated outside Counsel?  Yes No You require Insurance Limits of contractors equal to yours?							

TPRS-APP190-0117

# **PUBLIC OFFICIALS' LIABILITY**

Comp	pleted By / Title	Date	5/5/17
	OVERAGE AND LIMITS  Coverage type: Claims-Made, Retroactive Date: 07/01/2008  Per Occurrence Limit: \$\frac{1,000,000}{0} Annual Aggregate: \$\frac{3,000,000}{0}  Deductible: \$\frac{1,000}{0} or SIR: \$\frac{1}{2}	or 000	☐ Occurrence
II. G	ENERAL INFORMATION		
A	<ol> <li>Policies and Procedures</li> <li>Are Officials trained in public meeting protocols?</li> <li>Does the entity engage legal counsel on potential conflicts of interest?</li> <li>Policy in place around public officials speaking to the media, social media?</li> </ol>		Yes No Yes No Yes No
В	<ol> <li>Planning and Zoning, Land Use</li> <li>Does the entity have a formal written zoning and zoning appeal process?</li> <li>Legal Counsel on cases when statutes/ordinances need interpretation</li> </ol>		✓ Yes ☐ No ✓ Yes ☐ No
	<ul><li>Have any of the following occurred within the last three years?</li><li>Disputes involving the taking or condemnation of property?</li><li>Disputes alleging the wrongful approval/denial of building or zoning permits</li></ul>	?	☐ Yes ☑ No ☐ Yes ☑ No
	If yes, please provide details:		
/IPLO	YMENT PRACTICES LIABILITY		
Comp	pleted By / Title	Date	
В. Г	Coverage type:   Claims-Made, Retroactive Date: 07/01/2008  Per Occurrence Limit: \$1,000,000	or ),000	Occurrence
•	1. Number of: Full-time employees: 16 Part-time employees: 4. What was the annual employee turnover rate for the last three years?  Current Year: 2nd Prior Year: 2nd Prior Year		
;	3. How many involuntary employment terminations* have occurred in the past the Current Year: % 1st Prior Year: % 2nd Prior Year	ree years	3?

D.	,	ave any of the following occurred within the last three years?						
	1.							
	2.	Yes No						
	remuneration, advancement of employment or termination of employment?  If yes, please describe:							
E.	Poli	cies and Procedures						
	1.	Entity conducts prior employm	nent check on all new hires?		☐ Yes ☐ No			
	2.	Does the entity have an emplo	oyee handbook?		☐Yes ☐ No			
	3.	Is employee handbook signed	by all employees?		Yes No			
	4.	Latest Revision Date of emplo	oyee handbook?	16				
	5.	When did legal counsel last re	view the employee handbook	2 Bernstein	Mun			
	6.	Does the entity have a posted	anti-discrimination policy?		✓ Yes  ☐ No			
	7.	Does the entity have written p	olicies and procedures with re	egard to the following? (Please c	heck all that apply)			
		/ Policy Last Revision Date / Policy La						
		Hiring		Sexual Harassment				
		Discrimination		Disciplinary Actions				
		Grievance Procedures		Internet Usage				
		Termination		Social Media				
		Medical / Unpaid Leave						
F.	Emr	oloyment Practices Controls and	I Employee Performance					
	1.	Does the entity provide trainin harassment policy and proced	g for all new supervisors and	managers on	Yes No			
	2.	Annyal Affirmation from Emplo	oyees on the following policies	s? (Please check all that apply):				
		☑ Discrimination ☐	Social media 🕡 Int	ernet Usage Harassr	ment			
	3.	Documented Employee Perfo	rmance Reviews at least annu	ually?	☐ Yes ☐ No			
	4. Does the entity require terminations to be reviewed by legal counsel in addition to its Human Resources department/designee?							
Emp	loym	nent Practices Entity-wide						
	In Regards to Employment Practices, do all departments (i.e.Police, Fire, School, Public Works, etc)  follow the same policies, procedures and documentation requirements?							
	If no, describe:							

TPRS-APP190-0117 Page 6 of 9

# **COMMERCIAL AUTOMOBILE COVERAGE**

Please attach a completed Excel worksheet/schedule (available at www.tridentpublicrisk.com).

1	LIMITS						
I.	Per Occurrence Limit	\$ 1,000,000	Hired/Non-Owned Request	ed Ves 🔲	No		
	Liability Deductible (if any)	Ψ,	·	\$ 5,000	140		
	PIP/No Fault		Additional No-Fault	Ψ \$			
	UM/UIM	1 000 000		\$			
	51VI) 511VI	•		Ť			
II.	UNDERWRITING INFORMATION	N					
	Any location with a concentration (If yes, please complete <b>TPRS-SU</b>				Yes No		
	Fleet Safety						
	Driver training program?				☑Yes ☐ No		
	Accident investigation progr	am?			¥Yes ☐ No		
	Accident investigation include	des a corrective action for pre	ventable accidents?		√Yes □ No		
	MVRs ordered prior to hire?						
	Has the entity disqualified a prospective employee due to poor driving record?						
	Does the entity conduct peri	[	Yes No				
	Annually Di-annually Other:						
	Standard in place for acceptable and unacceptable MVR's?						
	What action is taken with an	Employee with an unaccepta	ble MVR?				
	100						
	Are employees allowed to take ve	hicles home?		[	☐ Yes ☐ No		
	Is personal use permitted?	- Commuting		[	Yes Mo		
	Does the entity provide any type of	of transportation services?		[	Yes Vo		
	Indicate type:   Dial-a-Ric	de Fixed Transit	Para Transit	Other:			
	Garagekeepers: Prin	mary Excess					
	Description of Operation	Physical Address	Limit	Dedu	ctible Coll		
			\$	Comp \$	\$		
			·				
			\$	\$	\$		
			\$	\$	\$		

TPRS-APP190-0117 Page 7 of 9

# Requested Excess Limit: \$ 1,000,000 Coverage to apply over: General Liability ☐ Educators Legal Law Enforcement Auto Liability ■ Employers Liability Public Officials Employment Practices PROPERTY AND ALLIED LINES An Excel worksheet/schedule is available for your use at www.tridentpublicrisk.com I. COVERAGES REQUESTED Deductible: \$ BI/EE Limit: \$ Functional Agreed Value Replacement Cost Flood limit: \$ 1,000,000 Other Deductible: \$\_\_\_\_ Deductible: \$50,000 ■ Earthquake limit: \$5,000,000 Deductible: \$50,000 Other Deductible: \$ Other Key PROPERTY Coverages or Limits Requested: See Summary of Ir II. UNDERWRITING INFORMATION Any unoccupied buildings If yes, provide details about future plan for occupancy, frequency of maintenance and insured visits to the premises: How are Property values calculated? Professional Property Appraisals (within the last 5 years)? Other: HISTA CEN III. Solar Panels (if applicable): Location Address Number of individual panels Production capacity (i.e. 250kW): Age of Installation: Professional Engineer involved in Installation? ☐ Yes ☐ No Preventative Maintenance Program in Place? ☐ Yes ☐ No Number of inverters and size: Spare Inverters available? Ground-mounted Is the system: Roof-mounted Fixed system Tracking system Does the Entity sell power back to the utility company? Yes No Other: IV. EQUIPMENT BREAKDOWN Is coverage desired?

Page 8 of 9

COMMERCIAL EXCESS LIABILITY SECTION

TPRS-APP190-0117

# **INLAND MARINE**

# Provide Schedule or Acord for Inland Marine

## **CRIME SECTION**

Ratable Exposur
-----------------

Number of Employees.	Class A	all employees handling money):
Number of Employees.	Class A (	an employees narialing money).

# I. COVERAGE DESIRED

	Coverage	Limit	Deductible
Α.	Public Employee Dishonesty	\$250,000	\$
۸.	Faithful Performance Yes No	17 7 7 7 P 17	
В,	Forgery or Alteration	\$250,000	\$
C.	Loss Inside -Theft	\$250,000	\$
D.	Loss Inside – Robbery or Safe	\$250,000	\$
Ea	Loss Outside Premises	\$250,000	\$
F,	Computer Fraud	\$250,000	\$
G.	Computer & Funds Transfer Fraud (not available in all states)	\$250,000	\$
Н.	Money Orders & Counterfeit Money (not available in all states)	\$	\$
I.	Other:	\$	\$

NY Only Excess Indemnity

Position	# of Employees	Limit

1		~	$\sim$	M	T		$\sim$	10
١	I. '	U	U	IN	ш	ĸ	U	LS

II.	CON	ITROLS	
	A.	Employee background checks conducted?	Yes No
	В.	Audit performed to verify funds (cash on hand and in accounts) match financial records?	Yes No
		Frequency: Monthly Semi-Annual Annual Other	
	C.	At least two signatures required on checks? Warnant Tysum	Yes No
III.	CON	MPUTER FRAUD (if requested)	2
	A.	Do you have an IT Department or Computer Department?	✓ Yes ☐ No
	B.	Are tests performed to detect unauthorized programming changes?	✓ Yes ☐ No
	C.	Do employees have access only to information or programs that allow them to do their jobs?	✓ Yes ☐ No
	D.	Are passwords required for access to sensitive information?	
	E.	When employees change positions is access revoked?	✓ Yes □ No

Attach FRAUD STATEMENTS, FS-APP001, to this application of insurance.

TPRS-APP190-0117 Page 9 of 9



#### FRAUD STATEMENT

# (Not applicable in the states mentioned below where a specific warning applies.)

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, may be committing a fraudulent insurance act, and may be subject to a civil penalty or fine.

#### Alabama

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution, fines, or confinement in prison, or any combination thereof.

## Arkansas, District of Columbia, Louisiana, Rhode Island, West Virginia

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

#### Colorado

It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable for insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

#### Florida

Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

#### Kansas

Any person who, knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act.

#### Kentucky

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

#### Maine

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or denial of insurance benefits.

#### Maryland

Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

## New Jersey, New Mexico

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

#### Ohio

Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

## Oklahoma

WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

## Oregon

Any person who knowingly and with intent to defraud or solicit another to defraud the insurer by submitting an application containing a false statement as to any material fact may be violating state law.

#### Pennsylvania

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

## Pennsylvania (Auto)

Any person who knowingly and with intent to injure or defraud any insurer files an application or claim containing any false, incomplete or misleading information shall, upon conviction, be subject to imprisonment for up to seven years and the payment of a fine of up to \$15,000.

## Tennessee, Virginia, Washington

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

#### **New York**

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

## New York (Auto)

Any person who knowingly makes or knowingly assists, abets, solicits or conspires with another to make a false report of the theft, destruction, damage or conversion of any motor vehicle to a law enforcement agency, the department of motor vehicles or an insurance company, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the value of the subject motor vehicle or stated claim for each violation.

#### **SIGNATURES**

#### DO NOT SIGN UNTIL YOU HAVE READ THE CONTENTS OF THIS APPLICATION AND THE APPLICABLE FRAUD WARNING(S).

I have reviewed the contents of this application and with my signature, I declare to the best of my knowledge that all statements herein are true and no material facts have been suppressed or misstated. I am also aware that my operation may be inspected by the Insurance Company.

APPLICANT/NAMED INSURED						
APPLICANT/NAMED NSURED SIGNATURE	DATE					
Cuthy a M. 5/5/17						
WITNESS (IF APPLICABLE)	DATE	DATE				
Agent/Broker:  Are you personally familiar with this Applicant's operations?  Did your office control this risk in the past year?  Yes No						
AGENT'S OR BROKER'S NAME AND ADDRESS	TELEPHONE NUMBER	LICENSE NO.				
AGENT'S OR BROKER'S SIGNATURE		DATE				