



Fiscal Year 2020 Capital Planning Meeting

February 28th, 2019

2nd floor of Gile Hall

6:30pm

Meeting Agenda

- Pledge of Allegiance
- Welcome & Introductions
- Presentation of Capital Plan Spreadsheet
- Additional Discussion of Key Projects
 - Readfield Fire Station Expansion
 - Readfield Library Capital Improvements
- Final Public Feedback & Comments
- Adjournment

Welcome & Introductions

- Welcome from the Chair of the Select Board
- Select Board Members:
 - Bruce Bourgoine (Chair)
 - Chris Sammons (Vice Chair)
 - John Parent
 - Dennis Price
 - Kathryn Woodsum

Welcome & Introductions

- Welcome from the Chair of the Budget Committee
- Budget Committee Members:
 - Andy Tolman (Chair)
 - Pete Davis (Vice Chair)
 - Ellen Schneider (Secretary)
 - Marty Hanish
 - Rebecca Lambert

Capital Planning Meeting Goals

- Present planned Capital Investments for the FY20 fiscal year, and five years beyond
- Hear and answer (whenever possible) any capital related budget questions, concerns, and comments
- Hear any recommended changes to the Capital Investment Plan
- Discuss policy directions and objectives

Cemeteries

FY 2019-2020:

- Annual reserve of \$5,000 to defray future capital repairs

Five-year Horizon:

- N/A

Unknown:

- Granite wall repairs at Readfield Corner and Case
- \$130,000
- Road construction at the East Readfield Cemetery
- \$7,500

Library

FY 2019-2020:

- \$100,000 proposed for a new roof, structural reinforcement, emergency egress, HVAC, and general interior repair work
- Undesignated Fund is proposed funding source

Five-year Horizon:

- N/A

Unknown:

- Library parking lot paving - \$5,000

Administration

FY 2019-2020:

- Revaluation reserve of \$10,000 annually, which results in an EOY balance of \$105,000

Five-year Horizon

- Gile Hall Parking Lot - \$10,000
- Gile Hall boiler / HVAC - \$25,000
- Gile Hall Septic system - \$20,000
- Gile Hall windows - \$50,000

Unknown:

- Renewable energy investment (solar)

Recreation, Parks, & Activities

FY 2019-2020:

- N/A

Five-year Horizon:

- Beach picnic structure roof repairs - \$5,000
- New large group picnic / activity shelter - \$10,000
- Beach storage building replacement - \$10,000

Unknown:

- Rec Sports storage needs - \$5,000?

Roads & Infrastructure

FY 2019-2020:

- Paving - \$150,000 for South Rd. and reserve (annual)
- Parking and pedestrian safety improvements at Readfield Corner - \$25,000
- Repair deteriorating concrete walls and roof components at the salt sand shed - \$50,000

Five-year Horizon:

- Torsey Pond Bridge repairs - \$15,000
- Salt sand shed asphalt pad repaving - \$10,000

Unknown:

- Woolen Mill Bridge removal and... - \$125,000
- Church Rd. Sidewalk - \$45,000

Transfer Station

FY 2019-2020:

- Open top container - \$6,000 (two more needed)

Five-year Horizon:

- MSW trash compactor replacement - \$30,000
- Backhoe replacement \$100,000
- Access loop road repaving - \$20,000
- Building boiler, roof, and septic tank - \$28,000

Unknown:

- Scale installation - \$45,000
- Compactor roof system construction - \$50,000

Fire Department

FY 2019-2020:

- Fire Station addition for a new equipment bay, training room, and dedicated space for current and future fire, medical, and emergency service needs - \$500,000
- Proposed to be bond financed

Five-year Horizon:

- Engine 61 replacement - \$225,000
- Engine 65 replacement - \$200,000

Unknown:

- Misc. equipment replacement - \$50,000

Maintenance

FY 2019-2020:

- N/A (other than capital equipment leases)

Five-year Horizon:

- Small pickup truck replacement - \$9,000
- John Deere zero-turn mower - \$15,000

Unknown:

- N/A

Capital Investment Budget Summary

Proposed FY 2019-2020 capital investments include:

- \$846,000 in total capital expenditures

Offsetting revenues include:

- \$500,000 in bond financing
- \$100,000 in Undesignated Fund use
- \$66,000 in use of Designated Funds
 - \$60,000 from Roads
 - \$6,000 from Transfer Station
- \$180,000 in tax revenue

FY20 Capital Planning Summary - 5-Year Horizon

Department	Capital Need	Action	Year	Life	Est. Repl.	Est. Cost New	0 Unsched.	2019	2020	2021	2022	2023	2024	2025
Cemeteries	East Readfield Cemetery Road	Build	0	0	0	7,500	-	-	-	-	-	-	-	-
Cemeteries	Readfield Corner and Case granite walls	Repair	0	0	0	130,000	-	-	-	-	-	-	-	-
Cemeteries	Reserve (Annual)	Repair	0	0	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	-
						142,500								
Library	Library Building (Annual)	Replace	0	0	0	5,000	5,000	5,000	100,000	5,000	5,000	5,000	-	-
Library	Library Building Septic Tank / Field	Replace	2006	25	2031	6,000	-	-	-	-	-	-	-	-
Library	Library Building Parking Lot	Pave	0	0	0	10,000	-	-	-	-	-	-	-	-
Library	Library Building Roof	Replace	2006	20	2026	30,000	-	-	-	-	-	-	-	-
Library	Library Building Windows	Replace	2007	25	2032	20,000	-	-	-	-	-	-	-	-
Library	Library Building Boiler / HVAC	Replace	2006	20	2026	10,000	-	-	-	-	-	-	-	-
						81,000								
Administration	Technology Reserve (Annual)	Replace	0	0	0	-	-	-	-	-	-	-	-	-
Administration	Revaluation Reserve (Annual)	Revaluation	0	0	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Administration	Renewable Energy Investment	Install	0	0	0	-	-	-	-	-	-	-	-	-
Administration	Gile Hall Boiler / HVAC	Replace	1997	25	2022	25,000	-	-	-	-	25,000	-	-	-
Administration	Gile Hall Windows	Replace	1990	35	2025	50,000	-	-	-	-	-	-	-	50,000
Administration	Gile Hall Roof	Replace	1998	50	2048	50,000	-	-	-	-	-	-	-	-
Administration	Gile Hall Septic system	Replace	1998	25	2023	20,000	-	-	-	-	-	20,000	-	-
Administration	Gile Hall Parking Lot	Repave	2006	15	2021	10,000	-	-	-	10,000	-	-	-	-
Administration	Gile Hall Retaining wall (reset granite, 1/2 of cost)	Repair	1830	200	2030	5,000	-	-	-	-	-	-	-	-
Administration	Gile Hall Generator	Replace	2013	20	2033	10,000	-	-	-	-	-	-	-	-
						175,000								
Recreation, Parks & Activities	Fairgrounds Athletic Fields (Fence & Dugouts)	Replace	2017	25	2042	15,000	-	-	-	-	-	-	-	-
Recreation, Parks & Activities	Fairgrounds Storage Building	Replace	2017	25	2042	5,000	-	-	-	-	-	-	-	-
Recreation, Parks & Activities	Beach Picnic Structures	Repair	2021	0	2021	5,000	-	-	-	5,000	-	-	-	-
Recreation, Parks & Activities	Beach Group Picnic / Activity Shelter	Build	2022	0	2022	10,000	-	-	-	-	10,000	-	-	-
Recreation, Parks & Activities	Beach Storage Building (build date estimated)	Replace	1975	50	2025	10,000	-	-	-	-	-	-	-	10,000
						45,000								
Roads and Infrastructure	Maintenance Paving (Annual)	Repave	0	0	0	150,000	150,000	-	150,000	150,000	150,000	150,000	150,000	150,000
Roads and Infrastructure	Church Rd. Sidewalk	Build	0	0	0	45,000	-	-	-	-	-	-	-	-
Roads and Infrastructure	Readfield Corner Parking (in front of Masonic Hall)	Build	2020	0	2020	25,000	-	-	25,000	-	-	-	-	-
Roads and Infrastructure	Salt/Sand Shed	Repair	1992	28	2020	50,000	-	-	50,000	-	-	-	-	-
Roads and Infrastructure	Salt/Sand Shed Paved Pad	Repair	2008	15	2023	10,000	-	-	-	-	-	10,000	-	-
Roads and Infrastructure	Woolen Mill (Giles Rd.) Bridge	Remove & ?	0	0	0	125,000	-	-	-	-	-	-	-	-
Roads and Infrastructure	Torsey Pond Bridge	Repair	2010	11	2021	15,000	-	-	-	15,000	-	-	-	-
Roads and Infrastructure	Old Kents Hill Box Culvert	Repair	2016	10	2026	10,000	-	-	-	-	-	-	-	-
Roads and Infrastructure	Maranacook Outlet Dam Reconstruction	Repair	2020	30	2050	300,000	-	-	-	-	-	-	-	-
						730,000								
Transfer Station	MSW (trash) Compactor	Replace	2003	18	2021	30,000	-	-	-	30,000	-	-	-	-
Transfer Station	Recycling Compactor	Replace	2009	18	2027	30,000	-	-	-	-	-	-	-	-
Transfer Station	Recycling Compactor backs (own 2)	Replace	2009	20	2029	15,000	-	-	-	-	-	-	-	-
Transfer Station	Open-top Roll-off 40yd containers (own 4)	Replace	2000	20	2020	22,000	-	6,000	6,000	6,000	6,000	-	-	-

Department	Capital Need	Action	Year	Life	Est. Repl.	Est. Cost New	0	Unsched.	2019	2020	2021	2022	2023	2024	2025
Transfer Station	1998 Cat Backhoe	Replace	1998	25	2023	100,000	-	-	-	-	-	-	100,000	-	-
Transfer Station	Scale	Install	0	0	0	45,000	-	-	-	-	-	-	-	-	-
Transfer Station	MSW / SSR Roof System	Build	0	0	0	50,000	-	-	-	-	-	-	-	-	-
Transfer Station	New Access Road	Repave	2019	12	2031	25,000	-	-	-	-	-	-	-	-	-
Transfer Station	Access Loop	Repave	2008	15	2023	20,000	-	-	-	-	-	-	20,000	-	-
Transfer Station	Parking Lot	Repave	2016	15	2031	20,000	-	-	-	-	-	-	-	-	-
Transfer Station	Little Compactor Building & Accessory Buildings	Replace	1992	50	2042	20,000	-	-	-	-	-	-	-	-	-
Transfer Station	Big Building (Swap-Shop / Break / Bathroom)	Replace	1992	50	2042	55,000	-	-	-	-	-	-	-	-	-
Transfer Station	Big Building Boiler / HVAC	Replace	1992	30	2022	10,000	-	-	-	-	10,000	-	-	-	-
Transfer Station	Big Building Roof	Replace	1992	30	2022	10,000	-	-	-	-	10,000	-	-	-	-
Transfer Station	Septic Tank	Replace	1992	30	2022	8,000	-	-	-	-	8,000	-	-	-	-
Transfer Station	Attendant Booth	Build	2019	0	2019	5,000	-	5,000	-	-	-	-	-	-	-
						465,000									
Fire Department	Engine 61, mini pumper Ford F550 - brush truck role	Replace	2004	20	2024	225,000	-	-	-	-	-	-	-	225,000	-
Fire Department	Engine 62, heavy rescue	Replace	2010	20	2030	125,000	-	-	-	-	-	-	-	-	-
Fire Department	Engine 63, pumper	Replace	2016	20	2036	425,000	-	-	-	-	-	-	-	-	-
Fire Department	Engine 65, forestry - replace with small pumper	Replace	1988	34	2022	200,000	-	-	-	-	200,000	-	-	-	-
Fire Department	Engine 64, pumper tanker, Freightliner (1996)	Replace	2018	15	2033	300,000	-	-	-	-	-	-	-	-	-
Fire Department	Radio Equipment / Repeaters	Replace	2018	10	2028	40,000	-	-	-	-	-	-	-	-	-
Fire Department	Rescue Boat	Replace	2008	20	2028	15,000	-	-	-	-	-	-	-	-	-
Fire Department	ATV	Replace	2014	15	2029	15,000	-	-	-	-	-	-	-	-	-
Fire Department	Command Center Trailer	Replace	2015	20	2035	15,000	-	-	-	-	-	-	-	-	-
Fire Department	Thermal Imaging Camera	Replace	2015	10	2025	10,000	-	-	-	-	-	-	-	-	-
Fire Department	Misc. Equipment	Replace	0	0	0	50,000	-	-	-	-	-	-	-	-	-
Fire Department	Building Expansion	Build	2020	0	2020	500,000	-	-	-	500,000	-	-	-	-	-
Fire Department	Retaining wall (jersey barriers & gravel)	Repair	1979	50	2029	5,000	-	-	-	-	-	-	-	-	-
Fire Department	Roof	Replace	2005	50	2055	25,000	-	-	-	-	-	-	-	-	-
Fire Department	Parking Lot	Repave	2013	15	2028	25,000	-	-	-	-	-	-	-	-	-
Fire Department	Septic Field	Replace	2005	25	2030	20,000	-	-	-	-	-	-	-	-	-
						1,995,000									
Maintenance	2005 GMC Pickup truck (buy state auction - used)	Replace	2019	6	2025	9,000	-	-	-	-	-	-	-	-	9,000
Maintenance	2016 Ford F550	Replace	2016	14	2030	60,000	-	-	-	-	-	-	-	-	-
Maintenance	Plow	Replace	2016	10	2026	8,000	-	-	-	-	-	-	-	-	-
Maintenance	Sander	Replace	2016	10	2026	6,000	-	-	-	-	-	-	-	-	-
Maintenance	2018 Bobcat & attachments	Replace	2018	15	2033	50,000	-	-	-	-	-	-	-	-	-
Maintenance	2007 John Deere tractor	Replace	2007	25	2032	55,000	-	-	-	-	-	-	-	-	-
Maintenance	2007 John Deere Mower Attachment	Replace	2018	10	2028	10,000	-	-	-	-	-	-	-	-	-
Maintenance	John Deere Zero Turn Mower	Replace	2015	10	2025	15,000	-	-	-	-	-	-	-	-	15,000
						213,000									
All cost figures are current value (FY20)								165,000	26,000	841,000	231,000	434,000	315,000	380,000	239,000

	Carryforwards		Unaudited		YTD (2/2019)	YGF - est.	YTD (2/2019)	YGF - est.				ESTIMATED	PROPOSED	ESTIMATED
			Balance		Receipts/	Receipts/	Expenses/	Expenses/	Counted Rev	Use of Carryf	Use of Trust	Balance	Use	Balance
	Definition	Art#	07/01/18	Appropriation	Additions	Additions	Reductions	Reductions	Reduction	to reduce Bud	Fund	6/30/2019	2020 Budget	6/30/2020
1-455-00	Admin Technology	16	\$ 3,729.92	\$ 6,000.00			\$ 6,000.00			\$ 3,729.00		\$ 0.92		\$ 0.92
1-432-00	Age Friendly	10	\$ 2,621.93	\$ 1,750.00	\$ 8,000.00		\$ 8,364.98		\$ 1,000.00	\$ 750.00		\$ 2,256.95		\$ 2,256.95
	Attorney Fees	7	\$ -	\$ 15,000.00		\$ 9,214.83	\$ 21,214.83	\$ 3,000.00				\$ -		\$ -
1-497-00	Backhoe		\$ 30,260.40									\$ 30,260.40		\$ 30,260.40
1-485-00	Parks/Rec FKA Ballfield		\$ 3,004.13				\$ 1,055.00					\$ 1,949.13		\$ 1,949.13
1-475-00	Beach	11	\$ 8,124.95	\$ 9,660.00	\$ 2,957.62	\$ 5,000.00	\$ 8,543.36	\$ 2,850.00	\$ 9,660.00			\$ 4,689.21		\$ 4,689.21
1-450-00	Cemeteries	13	\$ 5,307.42	\$ 16,500.00	\$ 300.00		\$ 1,140.91	\$ 12,500.00				\$ 8,466.51		\$ 8,466.51
1-452-00	Cem- Living Fence		\$ 13.92									\$ 13.92		\$ 13.92
1-451-00	Cemetery Capital	16	\$ 12,899.81	\$ 5,000.00								\$ 17,899.81		\$ 17,899.81
1-447-00	Dispatching		\$ 5,524.74									\$ 5,524.74		\$ 5,524.74
1-425-00	Dog Vaccination Fund		\$ 390.00		\$ 95.00							\$ 485.00		\$ 485.00
1-439-00	Enterprise Fund	30	\$ 54,288.03	\$ 10,000.00						\$ 10,000.00		\$ 54,288.03	\$10,000.00	\$ 44,288.03
1-441-00	FD Annual Physicals		\$ 4,791.75									\$ 4,791.75		\$ 4,791.75
1-443-00	FD Emerg Comm		\$ -									\$ -		\$ -
1-442-00	Fire Dept Equip	12	\$ 49,572.27	\$ 73,600.00	\$ 3,009.38		\$ 35,162.96	\$ 40,000.00				\$ 51,018.69		\$ 51,018.69
1-449-00	Fire PPG Replacement	12	\$ 5,984.00	\$ 2,000.00								\$ 7,984.00		\$ 7,984.00
1-440-00	Fire Tower Sites	12	\$ (12,335.27)	\$ 2,400.00	\$ 2,200.00	\$ 16,845.39	\$ 6,510.12		\$ 2,600.00			\$ (0.00)		\$ (0.00)
1-448-00	Fire Water Holes	12	\$ 4,281.94	\$ 500.00								\$ 4,781.94		\$ 4,781.94
1-444-00	Fire Station Addition		\$ 35,521.75					\$ 12,000.00				\$ 23,521.75		\$ 23,521.75
1-445-00	Fire Stat'n Improvements		\$ 9,204.60									\$ 9,204.60		\$ 9,204.60
1-437-00	Forestry		\$ 697.00									\$ 697.00		\$ 697.00
1-422-00	Gile Hall		\$ 24,836.02									\$ 24,836.02		\$ 24,836.02
1-415-00	Grant Writing	7	\$ 10,791.76	\$ 2,000.00			\$ 3,450.00	\$ 2,000.00				\$ 7,341.76		\$ 7,341.76
1-410-00	Heating Assistance	7	\$ 3,086.79	\$ 1,500.00	\$ 1,751.83				\$ 1,500.00	\$ 1,500.00		\$ 3,338.62		\$ 3,338.62
1-480-00	Heritage Days	11	\$ 6,552.42	\$ 5,000.00	\$ 66.00							\$ 11,618.42	\$10,000.00	\$ 1,618.42
1-487-00	Library Operations	10	\$ 6,738.72	\$ 26,455.00	\$ 27,640.81		\$ 16,810.83		\$ 3,925.00			\$ 40,098.70	\$2,000.00	\$ 38,098.70
1-421-00	Library Building Imp	16	\$ 1,122.38	\$ 5,000.00			\$ 1,989.30	\$ 4,133.00				\$ 0.08		\$ 0.08
	Local Tax Relief	21		\$ 50,000.00								\$ 50,000.00	\$10,000.00	\$ 40,000.00
1-420-00	Maranacook Dam Cap	16	\$ 120,362.69	\$ 300,000.00	\$ 160,000.00		\$ 36,542.47	\$ 243,000.00	\$ 177,000.00	\$ 123,000.00		\$ 820.22		\$ 820.22
1-436-00	MillStream Bridge		\$ 369.10									\$ 369.10		\$ 369.10
1-436-01	Mill Stream Dam	11	\$ 5,818.00	\$ 8,000.00			\$ 5,843.12		\$ 8,000.00			\$ (25.12)		\$ (25.12)
1-490-00	Open Space(Fund 5)		\$ 6,815.72									\$ 6,815.72		\$ 6,815.72
1-491-00	Capital Equipment	16	\$ 25,000.11	\$ 15,000.00			\$ 12,271.82					\$ 27,728.29		\$ 27,728.29
	Capital Equipment Leases	16	\$ -	\$ 19,000.00			\$ 16,138.17	\$ 2,861.83				\$ -		\$ -
1-478-00	Recreation	11	\$ 19,576.88	\$ 11,560.00	\$ 5,321.00	\$ 3,500.00	\$ 4,734.91	\$ 3,210.00	\$ 9,710.00	\$ 1,850.00		\$ 20,452.97		\$ 20,452.97
1-495-00	Revaluation	30	\$ 85,000.00	\$ 10,000.00								\$ 95,000.00		\$ 95,000.00
1-494-00	Road /Bridge Bond		\$ 5,830.04							\$ 5,830.00		\$ 0.04		\$ 0.04
1-492-00	Road Bond 13-14		\$ 454.13									\$ 454.13		\$ 454.13
	Sidewalk (Church Rd)		\$ 45,000.00									\$ 45,000.00		\$ 45,000.00
	Roads Capital	16	\$ 15,000.00	\$ 50,000.00			\$ 2,000.01					\$ 62,999.99		\$ 62,999.99
1-463-00	Snowmobiling	29	\$ 1,379.42	\$ 1,377.00	\$ 1,343.86		\$ 1,377.00		\$ 1,377.00			\$ 1,346.28		\$ 1,346.28
1-493-00	Roads	14	\$ 175,074.58	\$ 407,930.00	\$ 35,632.00		\$ 293,345.52	\$ 118,410.00	\$ 35,000.00	\$ 35,000.00		\$ 136,881.06	\$60,000.00	\$ 76,881.06
1-481-00	Conservation Land	9	\$ 28,413.94	\$ 40,208.00			\$ 30,200.32	\$ (16,000.00)	\$ 30,517.00	\$ 9,644.00		\$ 14,260.62	\$6,050.00	\$ 8,210.62
	Town Properties	11	\$ -	\$ 2,680.00				\$ 2,680.00				\$ -		\$ -
1-428-00	Trails	11	\$ 1,992.68	\$ 1,808.00	\$ 100.00		\$ 531.14					\$ 3,369.54	\$2,510.00	\$ 859.54
1-499-00	TS Operations 42.21%	17	\$ 2,195.39	\$ 128,185.86	\$ 12,733.00		\$ 79,703.64	\$ 33,250.00	\$ 18,340.24			\$ 11,820.37		\$ 11,820.37
1-489-00	TS Capital	16	\$ 79,509.61	\$ 51,614.00	\$ 5,769.62		\$ 50,232.44	\$ 22,931.00	\$ 9,022.00	\$ 36,000.00		\$ 18,707.79	\$6,000.00	\$ 12,707.79
			\$ 894,803.67	\$ 1,279,727.86	\$ 266,920.12	\$ 34,560.22	\$ 643,162.85	\$ 441,683.00	\$ 307,651.24	\$ 227,303.00	\$ -	\$ 811,068.95	\$106,560.00	\$ 704,508.95

Library Capital Improvements

Building Inspection Report

1151 Main St
Readfield, M.E. 04355



This report is solely for the benefit of the Client. Any person or party designated by the Client to receive information in this report shall be subject to the TERMS AND CONDITIONS contained herein.

Norwood Home Inspections LLC

57 Brook St Sabattus, ME 04280 Phone: 207-713-3855

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Report Contents

PART 1.	General Information
PART 2.	Report Summary
PART 3.	Suggested Priorities - Repairs & Improvements
PART 4.	Site, Grounds & Grading
PART 5.	Exterior & Structure
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PART 10.	Interior Components
PART 11.	Bathroom(s)
PART 12.	Basement / Crawlspace
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General Information

Inspection Information

Address: 1151 Main St Readfield Maine

Date: October 12, 2018

Time: 8am

Weather: Overcast, Prior day and evening rain

Water Test Requested: N/A, City Water Source

This inspection has been performed in compliance with the Standards of Practice of the American Society of Home Inspectors (ASHI).

Building Information

Building Owner: Town of Readfield

Type: 2 Story - Library

Year Constructed: 1800

Size: 2560

Building Occupied: No, Part-Time use

Special Notes:

Comments:

- This building is used as the town library
- Rooms are used as library book shelving, entrance desk/office, bathroom, and storage
- There are future plans to remodel the upstairs to hold community meetings and improved storage.

Report Summary

Items below are marked as **Significantly Deficient**, **Needs Maintenance** and **Not Determined**. Items that are marked as Significantly Deficient should be addressed first as these are safety concerns or items that are not functioning properly. Items that are marked as Needs Maintenance should be repaired to help maintain the home. You should refer to specific pages in this report for additional information that may have been commented on concerning a specific component or system. This summary is **not** an all-inclusive list of all findings within the dwelling. It is your responsibility to read the entire report and contact the inspector if you have any questions.

Items marked as Significantly Deficient:

Safety

- The main entry steps on the side of the building have safety concerns:
 - The landing is barely large enough to support a wheel chair and open the door.
 - The handicap access ramp width is less than 36" wide.
 - There is no railing on the right side of the steps.
 - The landing is sloped downward towards the steps creating a 3-1/4" drop.
 - The railings are beginning to tip outward.
 - The ramp is separating from the landing.
- There is no sprinkler system in this building.
- The stair well to the main roof attic space has several safety concerns.
- The 2nd floor back left room has several dark stains on the wall and possible mold.
- The 2nd floor back left room has a plaster & Lath ceiling with loose sections.
- The stairs to the 2nd floor have a railing that is not securely fastened.
- There are sections of the 1st floor sub-floor that have been cut away.
- The basement sump pump does not operate.
- The furnace exhaust vent has a flat to negative slope and the damper is not operating properly.

Structural

- The back left corner of the roof is sagging.

Electrical

- There is a wire in the attic space, above the back addition, that has an opened taped end.
- There are 2 GFCI receptacles on the outside of the building that are not operating properly.
- There are 2 receptacles on the 2nd floor, in the front room, which are old 2 wire receptacles.
- There are 2 lights in the attic that did not power up when the switch was tested.
- There is an extension cord wired into the basement that should be for temporary use only

General

- The asphalt surface roof covering is showing major signs of wear. End of Life.
- Trees and shrubs on the left side of the building are over growing the structure.
- There is a hole under the building, rear wall.

Items marked as Needs Maintenance:

Exterior

- There are several windows with cracked seams and flaking paint.
- The back addition has flashing installed to divert water from the rear roof. This diverter has standing water.

Interior

- The 2nd floor, back center room ceiling is under construction.
- The 2nd floor back right room floor is sagging in the middle.
- There are two dehumidifiers with a setting of 50%. Should be set to a maximum 40%.
- Water or other clear wet substance was found on the basement floor. Its source is unknown.
- If the fireplaces are not going to be used, the flues should be sealed.

Items marked as Not Determined:

- I am unable to determine the current condition of the foundation walls as there is not sufficient wall structure visible.
- Inspection of the onsite septic system is outside the scope of this inspection.

Additional Recommendations:

- Rewire the electrical timer in the basement to control the exterior GFCI receptacle on the left wall. Use for Christmas decorations.
- Recommend installing a smoke detector inside each room on both floors and in the front hallway. Replace all existing smoke detectors as it has been found that they have a working shelf life.
- Lead paint may be found within this home. Lead paint poses no health risk if painted over and sealed with a non-lead based paint. Recommend to apply a fresh coat of paint to all painted surfaces.
- Recommend pumping the septic tank and check the inlet and outlet sections to ensure sludge is not plugging them. Have the septic tank pumped every 2-3 years after.
- Recommend to install a carbon monoxide detector close to the basement stair well as there is an oil fired furnace in the basement.
- If there is no electrical power in the home, water in the sump hole will remain. Recommend installing a battery backup system on the sump pump.
- Seek a qualified service person to clean and inspect the home heating furnace annually.
- It is a good idea to test smoke alarms every 3 months and replace batteries now and then each year after.

Notes:

- Wood used in the construction of the front porch may have been treated with Arsenic. Arsenic is hazardous to your health.
- Based on the age of the home ~218 years, it is common that a material containing Asbestos may have been used.
- Based on the age of the home ~218 years, it is common that a material containing Lead may have been used.

Suggested Priorities for Repairs/Improvements

This is not an all-inclusive list. This list covers safety and costly repairs.

See the remainder of the report for a complete list of repairs.

Immediate Concerns

1. Water intrusion, 2nd floor wall. Stop water intrusion and remove damaged materials. Ensure there is no mold.
2. Roof structural support. Replace the defective support structure.
3. Roof covering material. The roof shingles are at end of life.
4. Trees hanging over roof. Trim tree branches back as water and moss are held against the roof.
5. Entrance steps, landing and ramp.
6. Install emergency lighting and a fire extinguisher in the 1st floor entrance to illuminate the front door.
7. Replace the defective Sump Pump.
8. Sprinkler System.

Secondary Concerns

1. Repair 2nd floor left room ceiling
2. Safety concerns with 2nd floor
 - Stairs to attic space
 - Access to area above back addition
 - Floor bounce back left room
 - Floor sagging back right room
 - Fireplace/Chimneys not closed
3. If the 2nd floor front room is used for public gatherings I recommend taking the following actions:
 - Install a fire escape. At a minimum, a platform and escape ladder installed to provide a 2nd means to exit the 2nd floor.
 - Install a fire extinguisher near the entrance to the room door.
 - Install an emergency light that illuminates the entrance/exit door(s).
 - Install a smoke detector inside the room.
 - Ensure access to the remaining 2nd floor space is not possible as there are hazards in those other areas.

All construction work done within the 4 walls of the building should be done with proper personal protection devices. Safety glasses and a respirator should be used at all times as it is possible that asbestos may be present in building materials.



Engineers ♦ Environmental Scientists ♦ Surveyors

November 20, 2018

Mr. Eric Dyer, Town Manager
Town of Readfield
8 Old Kents Hill Road
Readfield, ME 04355
Readfield.tmgr@roadrunner.com

Re: Readfield Town Library

Dear Eric:

Pursuant to your request, a building evaluation was undertaken on the afternoon of October 29, 2018 for the above referenced project. The purpose of our evaluation was to review the roof framing and render an opinion on its current condition. Specifically, what is the condition of one of the main structural beams and what recommendation, if anything, is needed to address said beam and the overall roof structure. Our evaluation was visual in nature and limited to those areas/components accessible at the time. No sampling, testing, analysis, or code review was undertaken as part of the services rendered. Also present besides yourself was Ms. Anna Carl who oversees the Library for the Town. In addition, photographs were taken for documentation of current conditions.

BACKGROUND INFORMATION

The building in question is a two-story wood framed structure approximately 200 years old that currently serves as the Town of Readfield's Library. Said building has a footprint of 2,560 square feet with the first floor providing shelving/stacks for books and office space. While the second floor provides meeting space and general storage. In addition, a full basement is under the original building footprint with a foundation constructed from granite, brick, and concrete. One of the unique features of this building are the two large chimneys centered within each half of the structure that allow for fireplaces in each of the upper rooms. A recent Building Inspection was undertaken by Norwood Home Inspections, LLC of Sabattus, Maine on October 12, 2018 with a formal report of findings issued to the Town for their use.

EXISTING ROOF FRAMING CONDITIONS

One of the issues outlined in the above-mentioned report was the current condition of one of the main roof beams. Said report noted sagging in the exterior roof line and when viewed from the

Town of Readfield | 11.20.2018 | 11848.004 | Page 1



Sensible Solutions | www.cesincusa.com

465 South Main Street
PO Box 639
Brewer, Maine 04412
T 207.989.4824
F 207.989.4881

attic space, noted that the beam was cracked and of questionable integrity. Finally, the report recommended replacing this beam with something more robust, such as a steel beam. Our observations show the roof framing to be wood-framed and forms a hip type roof system. The beam identified in the Norwood report is a hip beam that spans from one corner of the building up to the center ridge beam. Smaller hip rafters frame into the side of the hip beam and this framing scheme is repeated for the remainder of the roof. Completing the roof framing system is wood decking secured to the framing members. The center ridge beam is supported by only the common rafters framing into each side of the beam, and by the larger hip beams.

When viewed from the attic space, we concurred with the assessment put forth by Norwood Home Inspectors, that the hip beam has significant deflection and is judged to be in a failed condition. We noted several cracks in the wood member near mid-span along with a more localized failure at its connection with the ridge beam, where it has been reinforced with steel brackets. We also noted several other wood framing members had been augmented in the past using standard dimension lumber secured to the sides of the existing members, but the effectiveness was judged to be minimal due to the limited space in the attic. Finally, the other hip beams appeared to be good condition with no signs of cracking, but still visible deflections, albeit smaller than the failed unit.

CONCLUSIONS AND RECOMMENDATIONS

Based on the information provided and our observations, it is our opinion the beam identified in the Norwood report has failed and should either be replaced or augmented to improve and/or restore its load carrying capacity. Furthermore, it is our opinion the entire roof framing scheme is inadequate based on current code standards for buildings of this type and occupancy. The deflections and cracking observed are likely due to excessive snow loads the building has experienced over its lifetime. While a repair design is outside the scope of this report, in general the Town should consider one of the following repair schemes.

1. **Repair of the Failed Beam Only:** Under this scheme, the failed beam is either replaced or augmented to meet the snow load requirements for the current use and occupancy. Because the space inside the attic is limited, this repair would require removal of a portion of the asphalt shingles and wood decking to expose the framing members, followed by replacement or augmentation of the beam and surrounding framing.
2. **Replace the Entire Roof Structural Framing:** As the heading implies, this scheme involves the replacement and/or improvement of the entire roof framing. As mentioned earlier, we noted the other framing members were deflected or had otherwise been augmented at one time. Given the age of the building, it is likely not to meet current loading requirements in accordance with modern building codes. This would give the

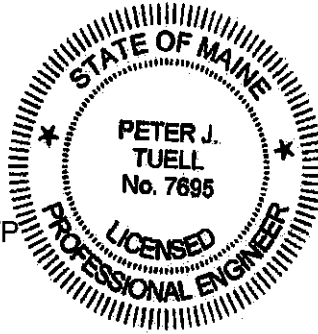
Town an opportunity to improve the structure, including adding insulation and replacing the asphalt shingles. However, this scheme would be more time consuming and expensive.

CES, Inc. is prepared to assist the Town in whatever direction they should chose. If there are any questions, or should you require further assistance, please contact us at (207) 989-4824.

Sincerely,
CES, Inc.



Peter J. Tuell, P.E.
Senior Project Manager/VP



PJT/gdr



Roads & Infrastructure Projects

Road Work Schedule

Road Name	Section	From	To	Surface Type	Length (miles)	Width (feet)	Shoulder (feet)	ROW (rods)*	Last Paved	Cost Est.	Pave Again	
Giles Rd	1	Old Kents Hill Rd	closed bridge	Paved	0.17	24	2	3	2000	\$ 12,745.92	2012	
Giles Rd	2	closed bridge	SR 17 (Main St)	Paved	0.06	24	2	3	2000	\$ 4,498.56	2012	\$ 17,244
South Rd	1	SR 17 (Main St)	# 221	Paved	1.07	23	2	3	2008	\$ 77,117.04	2020	
South Rd	2	# 221	Beaver Dam Rd	Paved	0.59	23	2	3	2008	\$ 42,522.48	2020	\$ 119,639.52
Morrill Rd	1	Dead end	Nickerson Hill Rd	Paved	0.25	19	0	3	2009	\$ 15,114.00	2021	
Sturtevant Hill Rd	1	SR 17 (Main St)	# 50	Paved	0.77	22	2	4	2009	\$ 53,259.36	2021	
Sturtevant Hill Rd	2	# 50	Russell St	Paved	0.45	22	2	4	2009	\$ 31,125.60	2021	
Sturtevant Hill Rd	3	Russell St	Huntoon Rd	Paved	1	22	2	4	2009	\$ 69,168.00	2021	
Sturtevant Hill Rd	4	Huntoon Rd	Town Line	Paved	0.29	22	2	4	2009	\$ 20,058.72	2021	\$ 188,725.68
Balsam Dr	1	Dead end	SR 41 (Winthrop Rd)	Paved	0.36	20	2	60*	2012	\$ 22,809.60	2024	
Lane Rd	1	P Ridge Rd	N Wayne Rd	Paved	0.67	23	2	3	2012	\$ 48,288.24	2024	
Plains Rd	2	Luce Rd	RR Xing	Paved	0.62	21	2	4	2012	\$ 41,083.68	2024	
Plains Rd	3	RR Xing	SR 17 (Main St)	Paved	1.18	21	2	4	2012	\$ 78,191.52	2024	\$ 190,373.04
Beaver Dam Rd	1	South Rd	Town Line	Paved	0.96	20	2	3	2013	\$ 60,825.60	2025	
Church Rd	1	Town Line	Fogg Rd	Paved	1.11	22	2	4	2013	\$ 76,776.48	2025	
Church Rd	2	Fogg Rd	Pole 14	Paved	0.68	24	2	4	2013	\$ 50,983.68	2025	
Church Rd	3	Pole 14	SR 17 (Main St)	Paved	0.35	24	2	4	2013	\$ 26,241.60	2025	
Fogg Rd	1	Town Line	Pole 16	Paved	0.49	22	2	3	2013	\$ 33,892.32	2025	
Fogg Rd	2	Pole 16	Church Rd	Paved	0.69	22	2	3	2013	\$ 47,725.92	2025	
N Wayne Rd	1	Lane Rd	Town Line	Paved	0.75	22	2	3	2013	\$ 51,876.00	2025	
Plains Rd	1	Town Line	Luce Rd	Paved	1.38	21	2	4	2013	\$ 91,444.32	2025	
Sadie Dunn Rd	1	Fogg Rd	Town Line	Paved	0.14	22	2	4	2013	\$ 9,683.52	2025	
Tallwood Dr	1	South Rd	EOP	Paved	0.41	16	1	3	2013	\$ 21,215.04	2025	
Thundercastle Rd	1	Chase Rd	Torsey Shores Rd	Paved	0.46	22	1	3	2013	\$ 31,817.28	2025	\$ 502,481.76
Chase Rd	1	Church Rd	Thundercastle Rd	Paved	0.45	22	2	3	2014	\$ 31,125.60	2026	
Chase Rd	2	Chase Rd	Thundercastle Rd	Paved	0.27	22	2	3	2014	\$ 18,675.36	2026	
Chase Rd	3	Juris change	Chase Rd	Paved	0.33	22	2	3	2014	\$ 22,825.44	2026	
Moor Rd	1	Chase Rd	Dead end	Paved	0.22	18	2	3	2014	\$ 12,661.44	2026	
Old Kents Hill Rd	1	SR 17 (Main St)	Holman Dam	Paved	0.82	24	2	4	2014	\$ 61,480.32	2026	\$ 146,768.16
Old Kents Hill Rd	2	Holman Dam	SR 17 (Main St)	Paved	0.5	22	2	4	2015	\$ 34,584.00	2027	
Nickerson Hill Rd	3	P Ridge Rd	SR 17 (Main St)	Paved	1.14	20	1	3	2015	\$ 72,230.40	2027	
Wings Mills Rd	1	Town Line	North Rd	Paved	0.61	20	2	3	2015	\$ 38,649.60	2027	\$ 145,464.00
Adell Rd	1	SR 17 (Main St)	SR 17 (Main St)	Paved	0.25	16	1	4	2016	\$ 12,936.00	2028	
Harmony Hills Rd	1	Dead end	SR 17 (Main St)	Paved	0.33	20	2	3	2016	\$ 20,908.80	2028	
Lakeview Dr	1	SR 41 (Winthrop Rd)	Dead end	Paved	0.33	16	1	3	2016	\$ 17,075.52	2028	
Memorial Dr	1	Beaver Dam Rd	Town Line	Paved	0.22	22	2	4	2016	\$ 15,216.96	2028	
P Ridge Rd	1	SR 17 (Main St)	Nickerson Hill Rd	Paved	1.04	22	2	3	2016	\$ 71,934.72	2028	
P Ridge Rd	2	Nickerson Hill Rd	Town Farm Rd.	Gravel	0.06	22	2	3	2016	\$ 4,150.08	2028	
Russell St	1	Sturtevant Hill Rd	Dead end	Paved	0.35	22	2	4	2016	\$ 24,208.80	2028	
Scribner Hill Rd	1	SR 135 (Gorden Rd)	Town Line	Paved	0.79	21	2	4	2016	\$ 52,348.56	2028	
Thundercastle Rd	2	Torsey Shores Rd	Old Kents Hill Rd	Paved	0.65	21	2	3	2016	\$ 43,071.60	2028	\$ 261,851.04
Gay Rd	1	Plains Rd	Dead end	Gravel	0.53	20	2	4	2018	\$ 40,856.64	2038	
Luce Rd	1	Plains Rd	SR 17 (Main St)	Gravel	1.83	20	2	3	2018	\$ 141,071.04	2038	\$ 181,927.68
Huntoon Rd	1	Dead end	Sturtevant Hill Rd	Gravel	0.46	22	2	3	2019	\$ 38,860.80	2039	
Mckenney Rd	1	Plains Rd	Dead end	Gravel	0.15	18	1	3	2019	\$ 10,454.40	2039	
Mill Stream Rd	1	Dead end	SR 17 (Main St)	Gravel	0.16	16	0	3	2019	\$ 9,968.64	2039	
Ratt Mill Hill Rd	1	Town Line	Plains Rd	Gravel	0.35	18	2	4	2019	\$ 24,393.60	2039	
Walker Rd	1	Fogg Rd	Dead end	Gravel	0.7	24	2	3	2019	\$ 64,310.40	2039	\$ 147,987.84
Belz Rd	1	Dead end	Town Line	Gravel	0.12	18	2	2	2020	\$ 8,363.52	2040	
Hunts Ln	1	Dead end	SR 17 (Main St)	Gravel	0.12	18	1	3	2020	\$ 8,363.52	2040	
Tallwood Dr	2	EOP	Town Line	Gravel	0.2	16	1	3	2020	\$ 12,460.80	2040	\$ 29,187.84

MILEAGE

Total 27.88
Paved 23.2
Gravel 4.68

COST

\$ 1,931,651 Total
\$ 149,000.81 Annualized

Readfield FY20 Paving

Road	From	To	Est. Miles	Width	Work	Compacted		
						Thickness	Cost Est.	Tonnage Est.
South Rd.	Rt 17	Beaver Dam Ed.	1.66	23.00	1" Overlay	1	\$ 123,194.13	1,369
South Rd.	Rt 17	Beaver Dam Ed.	1.66	6.00	3' Shoulder	1	\$ 12,195.47	762

SUM \$ 135,389.60 *

HMA Cost/Ton Installed \$ 90.00
Density (tons per yard) 2.2

Gravel Cost/Ton delivered \$ 16.00
Density (tons per yard) 1.5

Gravel Cost/Mile Installed \$ 5,000

* In order to meet the needs of our pavement management plan we must budget an average of \$150,000 per year for paving projects. While we strive to match this value as closely as possible, proposed paving projects may be more or less than this ideal number. Accordingly, funds in excess of the budgeted amount will be pulled from reserve, and funds budgeted but not expended will be placed in reserve. In FY20 we estimate about \$15,000 being placed in reserve (\$150,000 - \$135,000).



A.E. Hodsdon
CONSULTING ENGINEERS
10 COMMON ST., WATERVILLE, ME
04901 (207) 873-5164

March 23, 2018
P-2307

Mr. Eric Dyer, Town Manager
Town of Readfield
8 Old Kents Hill Road
Readfield, ME 04355

RE: ***Proposal for Engineering Services Related to the Repair of the Sand/Salt Shed
Concrete Ringwall and Roof Deck***

Dear Mr. Dyer:

It was a nice day yesterday to meet you and Mr. Sylvester at the Readfield Transfer Station and Sand/Salt Shed. It was very obvious that the sand/salt shed ringwall needs repair. We have seen this type of failure on other structures in central Maine. Our experience is that the dome type sand/salt sheds are salvageable and at a reasonable cost.

The intent of this letter is to act as our proposal and, if accepted, we will provide an agreement for services. Our proposal is based on the following Scope of Services.

SCOPE OF SERVICES

1. **Damage Assessment and Report:** The first step is to look at the problems with the sand/salt shed. This will include both the concrete ringwall and the damage to the lower plywood panels. Both areas need attention and will be addressed in the assessment report. The report will provide an assessment of whether to repair or replace the structure. The report will also include recommended budgets to make the necessary repairs.
2. **Review/Prepare Specifications and Bid/Quote Documents:** Once authorized by the Town, we would review existing RFP documents and prepare the bid/quote documents and technical specifications for the repair work. Since the work is so different, we may have two documents – one for concrete repair and one for the plywood repair. Each will have their own unique technical specifications but the contracts will be very much the same.
3. **Bid/Quote Project:** We will provide the bidding/quoting services for the project. This will include advertising the project and attending the bid opening. Charges for bid advertisement will be paid directly to the Town. We will review the bids and make recommendations to the Town for award.

TO: Mr. Eric Dyer, Town Manager

Page No. 2

RE: Proposal for Engineering Services Related to the Repair of the Sand/Salt Shed
Concrete Ringwall

4. **Contract Administration and Inspection:** We will administer the contract for the Town by reviewing all shop drawings and product submittals for the work. We will also inspect the work on an as-needed basis. The Town has some staff that can assist in this process. We will make the final inspection before the final payment is made to the contractor(s).

We have prepared a cost estimate for our services for the above tasks.

<i>Recommended Engineering Budget</i>		
<i>No.</i>	<i>Activity</i>	<i>Amount</i>
1	Damage assessment and report	\$2,500.00
2	Review/prepare specifications and bid documents	3,000.00
3	Bid project	1,500.00
4	Contract administration and inspection	3,500.00
Total Recommended Engineering Budget		\$10,500.00

We recommend that you budget this amount for these services. Invoices would be sent monthly based on actual hours spent and billed at the attached hourly rates (Attachment A).

Please review this proposal and let us know of your decision.

Sincerely,



Albert E. Hodsdon III
President

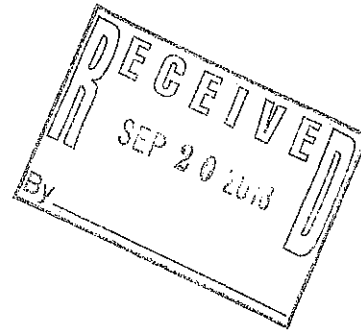
Enclosure



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

Paul R. LePage
GOVERNOR

David Bernhardt
COMMISSIONER



September 17, 2018

Eric Dyer
Town Manager
Readfield Town Office
8 Old Kents Hill Road
Readfield, ME 04355

Re: Readfield-Giles over Torsey Pond Outlet (5692)
Notice of Discontinuance of Inspection

Dear Mr. Dyer,

This letter serves as Maine Department of Transportation's ("MaineDOT or Department") formal notice of Discontinuance of inspection of the above structure.

The Department has inspected this structure in the past on a biennial basis. Since the structure is not being maintained by the Town and does not serve as a public way for motor vehicles, the Department will no longer inspect this structure.

If the public way is reestablished, then the Department should be notified so the structure can be inspected.

Feel free to contact me with any questions at 207.624.3246.

Sincerely,

Ronald W. Taylor, P.E.

cc: Ben Foster
Peter Coughlan

Memorandum of Understanding

Between
The Town of Readfield, Maine
and
The Torsey Pond Association

This Memorandum of Understanding (MOU) sets forward the terms and understanding between the Town of Readfield (hereinafter "the Town") and the Torsey Pond Association (hereinafter "the Association") to mutually pursue repairs to the single structure consisting of the Torsey Bridge, owned by the Town, and Torsey Pond Dam, owned by the Association.

Purpose

The purpose of this MOU is to establish a partnership to facilitate cost-effective and mutually beneficial repairs to the above referenced contiguous structure through a single maintenance project.

Ownership

The Town owns and has sole maintenance responsibilities for the Torsey Bridge. The Association owns and has sole maintenance responsibilities for the Torsey Pond Dam. The dividing line between these two project components is established by deed, attached as Exhibit 1. In contemporary terms however, the dividing line falls 3 ft. south of the metal dam plate, along the lake side edge of catwalk.

Design and Engineering

Preliminary design and engineering work has been completed by the Association. Additional design or engineering shall be at the expense of the party requesting the work, with the exception of any mutually agreed to project supervision / engineering, the cost of which shall be shared equally between the Town and Association.

Permitting

Environmental and other permitting for this project shall be pursued jointly, with the intent of securing single project permits from affected State and Local agencies. Permitting expenses shall be equally shared between the Town and Association.

Bidding & Construction

A single bid shall be issued for the project. Bid documents shall ensure that clear separation is made between project components that are the financial responsibility of the respective parties and those that are shared. Mobilization and coffer dam (or equivalent) expenses shall be shared. Repairs to the Torsey Bridge shall be at the sole expense of the Town. Repairs to the Torsey Pond Dam shall be at the sole expense of the Association. The lowest responsive and responsible bid shall be selected.

Project Management

Each party shall assign a single point of contact for project management purposes. Project management shall be pursued jointly.

Financial Capacity, Billing, & Payment

Prior to the award of any construction / repair contracts both the Town and Association shall demonstrate financial resources sufficient to complete shared work and work to be completed at their sole expense, plus a 10% contingency. The Town and Association shall be billed separately and each shall be responsible for ensuring payment is made fully and in a timely manner consistent with any applicable bid or contract terms.

Timeframe

The Town and Association will work together to ensure the project is completed within a reasonable timeframe that allows the needs of both entities to be met, recognizing that delays are always a possibility. An RFP for the project will be issued early in 2019 in conjunction with application for any required environmental permits. Following review of the RFP results the Town and Association will begin the process of developing / appropriating project funds. The project will be completed in the summer or fall of 2020 at the latest, sooner if possible.

Duration, Modification, & Termination

This MOU is at-will and may be modified by mutual consent of authorized officials from the Town and the Association. This MOU shall become effective upon signature by the authorized officials from the Town and the Association and will remain in effect until modified or terminated by any one of the partners or by mutual consent. In the absence of mutual agreement to extend this MOU by the authorized officials from the Town and the Association this MOU shall end on June 30, 2021.

Contact Information

Town of Readfield
Eric Dyer, Town Manager
8 Old Kents Hill Road, Readfield, ME 04355
207-685-4939
Readfield.tmgr@roadrunner.com

Torsey Pond Association
Keith Couling, Treasurer
8 Columbine Ln., Mt. Vernon, ME
keithc@sacoriver.net

Signatures

Signed: _____

Date: _____

Signed: _____

Date: _____

Transfer Station Capital Needs

Revised Transfer Station Capital Investment Schedule

ITEM #	Capital Asset	Cost Estimate	Life Exp.	Annualized Expense
1	MSW (trash) Compactor	\$ 30,000	20	\$ 1,500
2	Recycling Compactor	\$ 30,000	20	\$ 1,500
3	Recycling Cans (own two 45yd)	\$ 15,000	20	\$ 750
4	Replacement open top containers (own four 40 yd)	\$ 22,000	20	\$ 1,100
5	Backhoe	\$ 100,000	20	\$ 5,000
6	Transfer Station Scale - 40' - PROPOSED	\$ 45,000	20	\$ 2,250
7	Roof System over MSW / Recycling - PROPOSED	\$ 50,000	25	\$ 2,000
8	Transfer Station Buildings (little and 1/2 big bldg.)	\$ 75,000	50	\$ 1,500
9	Building-Heat / HW supply units	\$ 10,000	25	\$ 400
10	Building roof	\$ 10,000	25	\$ 400
11	Septic Holding Tank	\$ 8,000	30	\$ 267
12	Attendant booth	\$ 5,000	30	\$ 167
13	Paving (new access road)	\$ 25,000	15	\$ 1,667
14	Paving (main access loop)	\$ 20,000	15	\$ 1,333
15	Paving (lot)	\$ 20,000	15	\$ 1,333
	SUM **	\$ 465,000		\$ 21,167
	Readfield	0.43		\$ 9,102
	Wayne	0.31		\$ 6,562
	Fayette	0.26		\$ 5,503

Identifies projects planned for FY 20

Revised 1/16/2019

Readfield Transfer Station
Budget Estimates

Fiscal Year 2020 Estimated:	
Gross Expenses	\$ 300,700
Gross Revenues	\$ 44,450
Net Operating Cost	\$ 256,250

Fiscal Year 2020 Estimated Net Operating and Capital Costs				
Town	2018 State Valuation	Multiplier	Operating Cost	Capital Cost (8%)
Readfield	\$ 259,450,000	42.214%	\$ 108,175	\$ 8,654
Wayne	\$ 192,650,000	31.346%	\$ 80,323	\$ 6,426
Fayette	\$ 162,500,000	26.440%	\$ 67,752	\$ 5,420
TOTAL	\$ 614,600,000	100.000%	\$ 256,250	\$ 20,500
				\$ 276,750

Fiscal Year 2019 - 2020 Changes in Operating Cost				
Town	2019 Operating Cost	2020 Operating Cost	\$ Change	% Change
Readfield	\$ 109,857	\$ 108,175	\$ (1,682)	-2%
Wayne	\$ 81,573	\$ 80,323	\$ (1,250)	-2%
Fayette	\$ 68,806	\$ 67,752	\$ (1,054)	-2%
TOTAL	\$ 260,236	\$ 256,250	\$ (3,986)	-2%

Fiscal Year 2019 - 2020 Changes in Capital Cost				
Town	2019 Capital Cost	2020 Capital Cost	\$ Change	% Change
Readfield	\$ 6,591	\$ 8,654	\$ 2,063	31%
Wayne	\$ 4,894	\$ 6,426	\$ 1,532	31%
Fayette	\$ 4,128	\$ 5,420	\$ 1,292	31%
TOTAL	\$ 15,613	\$ 20,500	\$ 4,887	31%

Last Updated 1/16/2019

Fire Station Addition

FIRE STATION ADDITION

On April 23, 2012, the Readfield Select Board appointed the following residents to the ad hoc Fire Station Addition Building Committee: Clif Buuck, Gloria Clark, Ken Edgecomb, John Lord, Robert Marvinney, Larry Perkins and Val Pomerleau. Larry Dunn and Lee Mank were identified as non-voting resource members of the committee.

The committee met several times in the late spring and summer with the Chief. Work included a tour of existing facilities, and attending a regular fire department training session. This gave the committee an opportunity to view and hear firsthand about the definite need for additional meeting and storage space. It was also very obvious that additional bath/shower facilities are needed as part of the addition. On September 13, 2012 the committee met with Bob Haford, architect, to review the revised addition plans that are significantly reduced from the first proposal presented to voters. The revised plan dated 15 October 2011 served as a guide for the committee to review the needs and proposal to accommodate those needs.

As a result of the above mentioned meetings and the discussions, the committee concurs with the following means of addressing the department's needs:

- The new addition will allow the department to have a proper area for classroom instruction with space for up to 50 people. They currently have to meet in the apparatus bay with poor acoustics. The old meeting area in the basement has a maximum capacity of 31 people and does not meet the state accessibility codes for a meeting area. The department trains weekly on many mandatory topics and much of their training is classroom oriented. Having a larger and more accommodating space will provide a better atmosphere for their members to learn as they volunteer their time.
- An expanded apparatus bay area will allow for proper apparatus placement for rapid response to all emergency calls. Since construction of the present station the department has added a heavy rescue truck, rescue boat, breathing air compressor, other seasonal rescue equipment and the trucks have increased in size since those that first occupied the station. Fire station personnel currently have to stack seasonal equipment in such a manner that it is at the very best inconvenient to conduct monthly equipment checks. It is also unsafe for firefighters working around the closely parked apparatus.
- The new addition will also have an adequate kitchen area for food preparation in the event of a long-term emergency event.
- The new addition will have sleeping quarters to be used if extended emergency calls require personnel to man the station 24/7 and will also have restrooms with a shower. Their current restroom also doubles as a storage closet and has no lavatory. The addition of sleeping quarters with proper restrooms will give the Winthrop Ambulance Service the option to stage in Readfield overnight if needed. This not a possibility at the current station as presently configured. This could reduce emergency response time significantly.
- The current area that is now used for human space will be remodeled into office space for the Chief Officers and a back-up dispatch center. Currently all office space and personnel file storage is located in the Department's radio room.

- The Readfield Fire Station is the town's Emergency Operations Center (EOC). In the event of large-scale events such as major weather events, large-scale hazardous materials spills and pandemic events, the station will be the headquarters for agencies coming in to assist the town.

The current proposed addition has been modified from the first proposal developed by the Department to better fit the needs and requirements of the Fire Department and the town.

There are several items that should be reviewed for possible changes to provide the best solution for the proposed addition. They are as follows:

- Additional investigation should be performed where the existing heated bay meets the new cold-storage bay. The cold-storage roof has a very low pitch of 1 to 12. The final design should address ways to eliminate any possible ice damming and water back-up into the existing building.
- The new entrance into the addition on the East side of the building should be covered with a portico roof to prevent snow from sliding off the ell roof and onto the new steps.

The committee appreciates the opportunity to review the proposal and also the cooperation of the Chief and members of the Readfield Fire Department.

Clif Buuck
Gloria Clark
Ken Edgecomb
John Lord
Robert Marvinney
Larry Perkins
Val Pomerleau

January 24, 2013

Building Inspection Report

1154 Main St
Readfield, M.E. 04355



This report is solely for the benefit of the Client. Any person or party designated by the Client to receive information in this report shall be subject to the TERMS AND CONDITIONS contained herein.

Norwood Home Inspections LLC

57 Brook St Sabattus, ME 04280 Phone: 207-713-3855

Email: norwoodhomeinspections@gmail.com

Web: www.norwoodhomeinspections.com

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General Information

Inspection Information

Address: 1154 Main St Readfield Maine

Date: January 27, 2019

Time: 9am

Weather: Sunny

Water Test Requested: N/A, City Water Source

This inspection has been performed in compliance with the Standards of Practice of the American Society of Home Inspectors (ASHI).

Building Information

Building Owner: Town of Readfield

Type: Fire Station

Year Constructed: Unknown, Approximately 1972 (47 years old)

Size: Unknown

Building Occupied: Yes, Vehicles and Fire Equipment

Special Notes:

Comments:

- This building is used as the town fire department.

Report Summary

Items below are marked as **Significantly Deficient**, **Needs Maintenance** and **Not Determined**. Items that are marked as Significantly Deficient should be addressed first as these are safety concerns or items that are not functioning properly. Items that are marked as Needs Maintenance should be repaired to help maintain the home. You should refer to specific pages in this report for additional information that may have been commented on concerning a specific component or system. This summary is **not** an all-inclusive list of all findings within the dwelling. It is your responsibility to read the entire report and contact the inspector if you have any questions.

Items marked as Significantly Deficient:

Safety

- The left side foot traffic door does not have a proper height step.
- The garage doors do not have sensors to detect motion in the doorway and pressure.
- There is no sprinkler system in this building.

Electrical

- The service entrance cable from the meter trim to the main panel is beginning to fray.
- The exterior receptacle on the right side wall does not have proper GFCI protection.
- There are 2 improper porcelain incandescent light fixtures in the bathroom and storage room.

General

- A tree on the right side of the building is over growing the structure.
- Both basement windows have major deterioration.
- All 3 exterior foot traffic doors fall short of sealing the weather out properly.
- There is a 1-1/2" unused drain line that is capped with a Styrofoam cup.
- There is a Questionable Odor inside the building.
- The garage floor drains do not drain.

Items marked as Needs Maintenance:

Exterior

- There is siding on the front of the building where surface mold is present.
- Fascia metal trim on the back side of the kitchen/lounge building is falling off.
- There is a section of the soffit that is missing.
- The sump pump discharges pipe does not discharge directly in the perimeter drain.

Interior

- The attic hatch door does not seal the attic space from the garage space.
- There are several places in the kitchen/lounge attic space where insulation has been disturbed.
- The bathroom walls and ceiling have water stains.
- The door that enters the garage from the kitchen/lounge area does not seal the garage space.
- The basement interior bulkhead door is not insulated.
- A window sill has worn paint/stain finish.
- The basement has efflorescence on the concrete wall.
- The basement floor has worn paint.
- There is standing water in the sump hole, I was unable to open the sump hole cover.

Items marked as Not Determined:

- Inspection of the onsite septic system is outside the scope of this inspection.
- There is a receptacle above the kitchen/lounge building roof. No testing was performed as there was no safe way to reach this receptacle.

Additional Recommendations:

- Recommend pumping the septic tank and check the inlet and outlet sections to ensure sludge is not plugging them. Have the septic tank pumped every 2-3 years after.
- Recommend installing at least 9 inches of blown-in insulation in both attic spaces.
- Seek a qualified service person to clean and inspect the building heating furnace annually.
- It is a good idea to test smoke alarms every 3 months and replace batteries now and then each year after.

Notes:

- Based on the age of the building pre- 1978, it is common that a material containing Lead may have been used.
- Based on the age of the building pre- 1979, it is common that a material containing Asbestos may have been used.

Suggested Priorities for Repairs/Improvements

This is not an all-inclusive list. This list covers safety and costly repairs.

See the remainder of the report for a complete list of repairs.

Immediate Concerns

1. There is a Questionable Odor inside the building.
2. Electrical Safety.
 - Replace the meter trim to main electrical panel feed wire, frayed outer sheath.
 - Replace the exterior right side wall receptacle with a proper GFCI receptacle.
 - Replace porcelain temporary light fixtures in the bathroom and storage closet.
3. The garage floor drains do not drain.
4. Trim tree branches back as branches hang over the roof.
5. Install a Sprinkler System.
6. Replace all 3 vehicle garage door automatic openers, missing safety features.

Secondary Concerns

1. Both basement windows have major deterioration.
2. There is a 1-1/2" unused drain line that is capped with a Styrofoam cup.

Improve Energy Efficiency

1. Apply 9 inches of blown-in insulation over the entire floor area of both attic spaces.
2. Tighten all exterior foot traffic doors.
3. Do not leave windows fully open in the winter. Window was open for sump pump drain line.
4. Insulate or replace the interior bulkhead door.
5. Tighten the attic hatch door.
6. Replace the barn door, garage to kitchen/lounge area, with an exterior door.
7. Replace missing attic insulation in the kitchen/lounge attic space.

All construction work done within the 4 walls of the building should be done with proper personal protection devices. Safety glasses and a respirator should be used at all times as it is possible that asbestos may be present in building materials.



Feb. 26, 2013

Lee Mank, Chief
Readfield Fire Department
Readfield, Maine

Re: REVISED CONSTRUCTION ESTIMATE

Revision of the Nov. 4, 2011 estimate of construction costs related to the meeting room and garage bay additions. These figures include related site work (i.e. excavation, gravel fill, compaction, loam and seed at perimeter of foundation), clean-up fees, and General Contractor's insurance and overhead + profit.

1. Meeting Room Addition :

- a. Meeting room addition includes excavation and backfill, demolition, reinforced 3,000 PSI concrete perimeter frost walls, 4" thickness 4,000 PSI concrete floor slab with R10 insulation, 2x6 wall studs with R21 insulation, wood trussed rafters, R42 insulated ceilings, vinyl siding, metal roof, vinyl clad windows and exterior doors, gypsum board with paint finish interior walls and ceilings, vinyl flooring, solid core interior doors, solid wood kitchen cabinets, laminate countertops, kitchen appliances including gas range, porcelain enamel toilet fixtures, ADA roll-in shower, plumbing, heating and electrical systems.

Estimate	\$338,988.00
10% Contingency	<u>\$33,898.00</u>
Total	\$372,886.00

2. Garage Bay Addition :

- a. Garage addition includes excavation and backfill, reinforced 3,000 PSI concrete perimeter frost walls, 6" thickness 4,000 PSI concrete floor slab with R10 insulation at perimeter, 2x6 wall studs with R21 insulation, wood trussed rafters, R42 insulated ceilings, vinyl siding, metal roof, vinyl clad windows and exterior doors, garage sectional door with hoist, gypsum board with paint finish interior walls and ceilings, suspended unit heaters and electrical systems.

Estimate	\$94,300.00
10% Contingency	<u>\$9,430.00</u>
Total	\$103,730.00

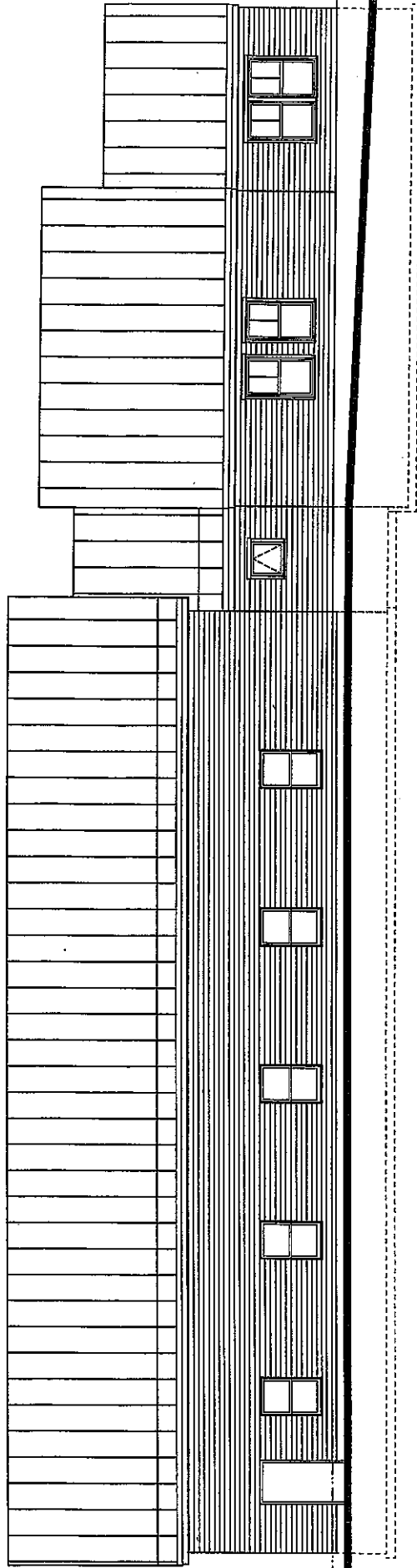
Not included in these figures are costs for trenching and placement of any underground utility (water, sewer, drainage, electrical), loam and seed beyond edge of building excavations, landscaping, tree removals, bituminous pavement and gravel sub-base for drives and walkways, drilling and blasting, floor drains and oil separator tank, alterations/tie-ins to existing septic system, meeting room dividing partition wall, furniture, window treatments, sprinkler systems, testing fees, municipal related construction insurance, Contractor bonding, engineering and architectural fees.

These figures are based on the schematic drawings dated 4 Oct 2011. Future refinements of this estimate are required upon development of construction drawings and specifications.

Sincerely,

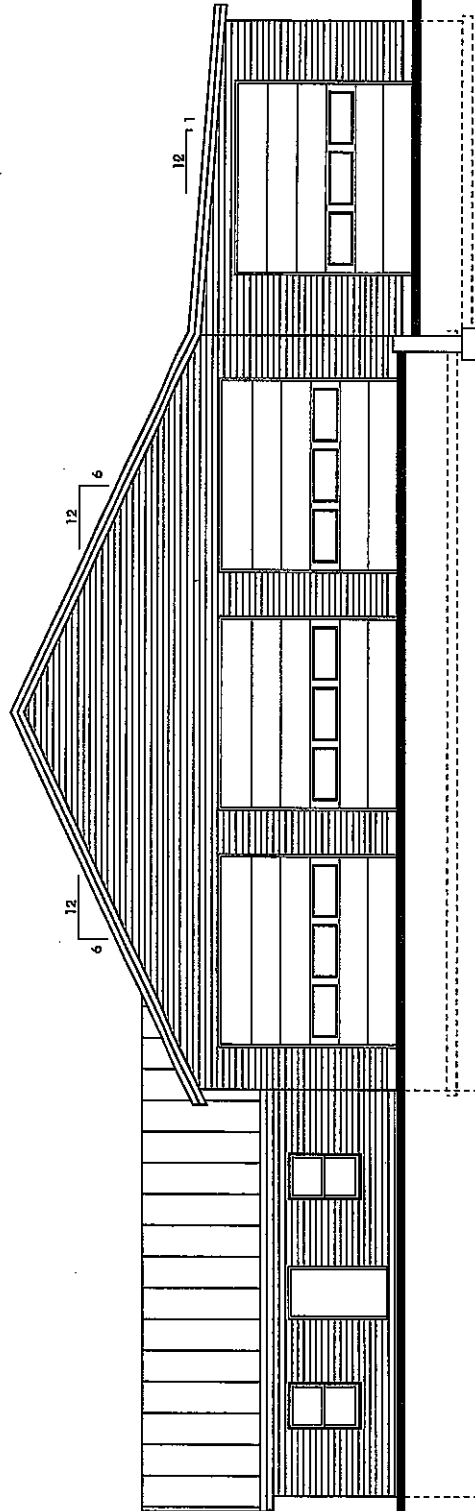
A handwritten signature in black ink, appearing to read 'Robert Hayford'.

Robert Hayford, RA



west elevation

1/8" = 1'-0"



north elevation

1/8" = 1'-0"

Meeting Facility

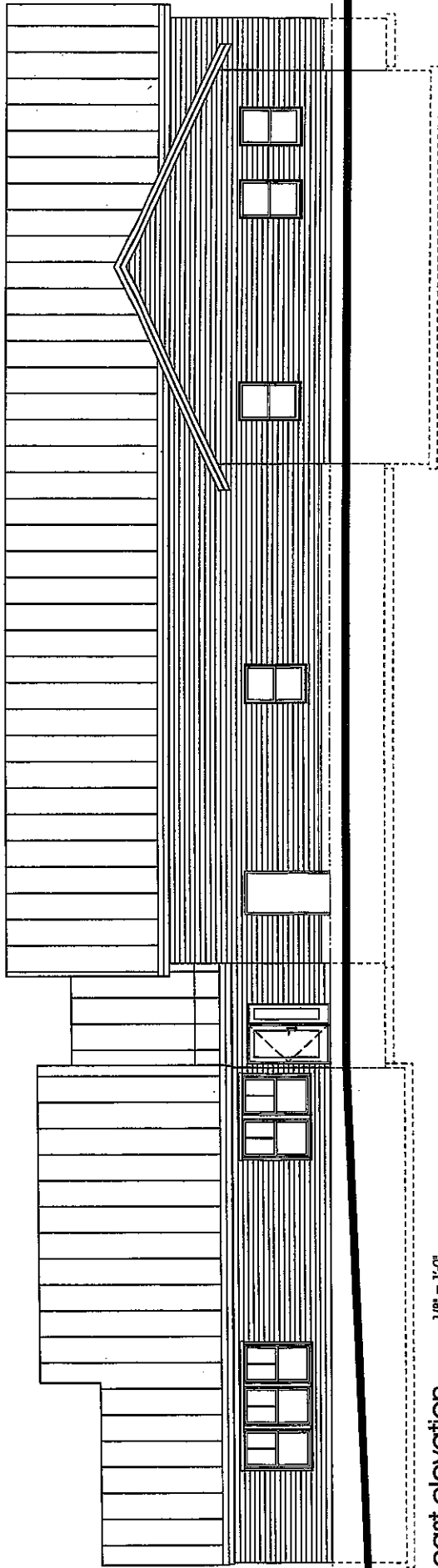
for
Readfield Fire Dept.
Main Street
Readfield, Maine



730 Wilson Pond Road
No. Monmouth, Maine 04265

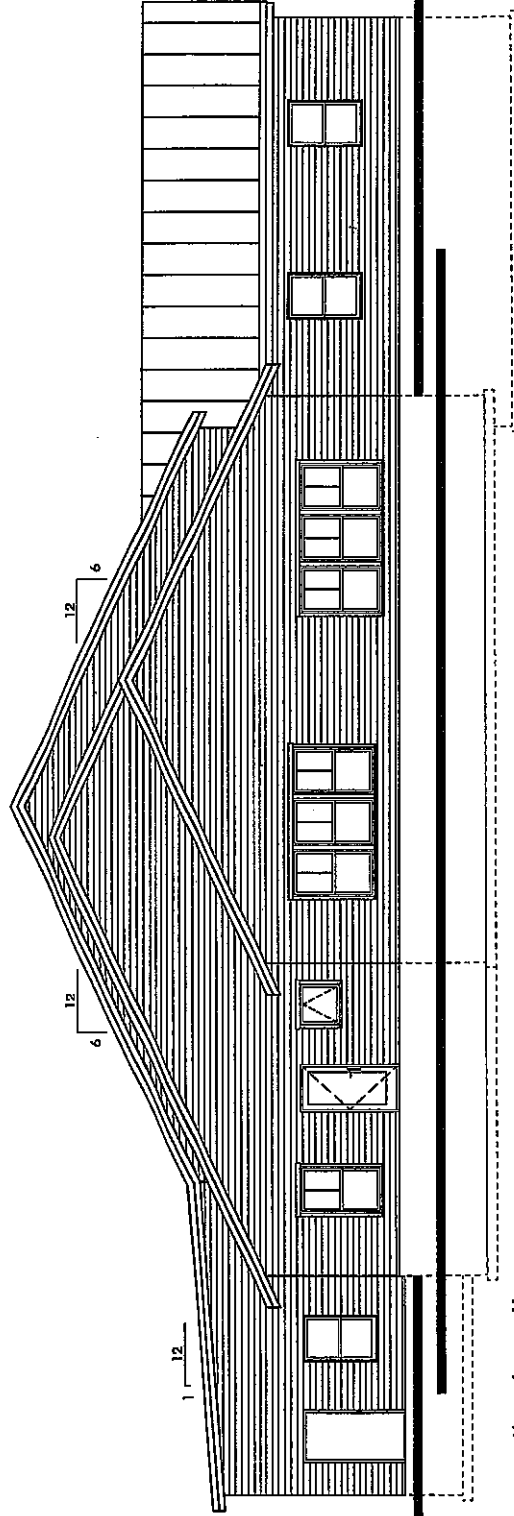
tel : 207 377 9115
mobile : 207 441 2295
email : pharch@aol.com

15 Oct 2011



east elevation

1/8" = 1'-0"



south elevation

1/8" = 1'-0"

Meeting Facility for
Readfield Fire Dept.
Main Street
Readfield, Maine

rch architecture
730 Wilson Pond Road
No. Monmouth, Maine 04265

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15 Oct 2011



