

**Readfield Select Board  
Regular Meeting  
Agenda**

**September 21, 2015**

**Meeting starts: 6:30 PM**

**Location: Gile Hall**

**Pledge of Allegiance**

**Regular Meeting**

- 1. Minutes:** Select Board meeting minutes of September 8, 2015 - 5 minutes
- 2. Warrant: #13&14** 5 minutes

**Communications – 30 minutes**

- 3.** Select Board communications
- 4.** Town Manager
- 5.** Boards, Committees, Commissions & Departments

**Appointments/Reappointments: - 5 minutes**

- 6.** Appointment –
- 7.** Resignations

**Unfinished Business**

- 8.** Inter local Agreement/ Transfer Station in Wayne -15 minutes
- 9.** Culvert RFP Luce Road – 5 minutes
- 10.** Fire Truck-timeline -15 minutes
- 11.** Transfer station Bin covers – 5 minutes

**New Business:**

- 12.** Auto graveyard Permits – 15 minutes
- 13.** General Assistance Ordinances appendices A-D 15 minutes
- 14.** Select Board Retreat – 5 minutes
- 15.** Secret Ballot Approval Process Ordinance -15 minutes
- 16.** Other - 10 minutes

**Public Communications:**

- 17.** Members of the public may address the Select Board on any topic – 15 minutes

**Adjournment**

# **1. Minutes**

## **9/8/15**

**Readfield Select Board  
Regular Meeting Minutes September 8, 2015**

**Select Board members present:** Valarie Pomerleau, Chair; Thomas Dunham, Vice Chair; Allen Curtis; Christine Sammons and Bruce Bourgoine.

**Others attending:** Teresa Shaw (Interim Town Manager), William Starrett (PEG TV), Mark Birtwell (Maintenance), Shawn Roderick, Sandra Rourke, Linwood Reay II, Roland Cote, Greg Liembach, John Perry, Laurence Perkins, Wendy Dennis, Shelly Gerstien, William Buck, John Parent, Ann Keilty, Gary Keilty, Robert Peale, Milton Wright and Bonnie Wilder.

Ms. Pomerleau called the meeting to order at 6:38 pm followed by the Pledge of Allegiance.

**#10 DAR Proclamation:**

- The Select Board received the annual request from the Koussinoc Chapter (Augusta) of the Daughters of the American Revolution (DAR) to do a Proclamation for Constitution Week. With the Chair of the Select Board, Valarie Pomerleau, wearing the traditional hat, she rang the liberty bell and shouted HUZAH which is tradition of the DAR in celebration of the 228<sup>th</sup> Constitution Birthday event.

**#01 Minutes: Select Board meeting minutes of August 20, 24 26 & 31, 2015:**

- **Motion** by Mrs. Sammons to approve the minutes of August 24, 2015 as amended, **second** by Ms. Pomerleau. **Vote** 5-0 in favor.
- **Motion** by Mr. Dunham to approve the minutes of August 20, 2015 as amended, **second** by Mr. Curtis. **Vote** 5-0 in favor.
- **Motion** by Mrs. Sammons to approve the minutes of August 26, 2015 as amended, **second** by Mr. Dunham. **Vote** 5-0 in favor.
- **Motion** by Mrs. Sammons to accept the minutes of August 31, 2015 as amended, **second** by Mr. Dunham. **Vote** 5-0 in favor.

**#02 Warrant: Warrants 10 & 11:**

- **Motion** by Mr. Curtis to approve Warrant #10 & 11 in the amount of \$315,940.03, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

**#03 Select Board Communications:**

- Mr. Curtis apologized for a statement he made at a previously meeting. He stated that the Select Board does not have to put a petition on a warrant if they decided not to. Mr. Curtis has done some research and said that the Select Board does have to put a petition article on a warrant for vote.
- Mr. Curtis was concerned about the Transfer Station changes and initiating a project plan. Mr. Bourgoine said that his motion, made at a previous meeting, was to order the signs and implement the recommendations of the SWRC. Ms. Pomerleau is waiting on detail information on the bin covers for the transfer station. Mr. Curtis is going to visit the Town of Harrington who just installed scales at its Transfer Station and to see how using scales has helped their town collect the appropriate fees.
- Mrs. Sammons said she would like to see the board give the public their three minutes of speaking time during the public session. The board should not be interrupting or debating them while they are speaking.

- Ms. Pomerleau announced that the board has hired a town manager pending a background check. The new Town Manager will be starting work on October 1<sup>st</sup> if all goes well.
- Mr. Curtis thanked the citizens, boards, committees, Select Board and town employees for their hard work on the town budget. He announced that the tax bills will be going out with a reduction in the mil rate from 8.50 to 8.08.

#### **#04 Town Manager:**

- Mrs. Shaw, Interim Town Manager, said Mr. Curtis already covered the tax billing information so she had nothing more to report.

#### **#05 Boards, Committees, Commissions & Departments:**

- Readfield Library submitted their minutes in the packet.
- Gary Keilty, Chair of the Trails Committee, reported that Mr. Durgin has put the committee in contact with someone at Maranacook School who will be coordinating some man hours from the Maranacook students. The students will come back and volunteer more time in the spring.

#### **#06 Appointment:** No appointments.

#### **#07 Resignations:** The Board received a resignation letter from John Blouin from the RSU #38 Board.

- **Motion** by Mr. Bourgoine that Readfield communicate, post and advertise notice of the RSU 38 vacancy on its web site and publications of record and to invite letters of interest by September 23<sup>rd</sup>, the Select Board will appoint a replacement for that position until the next Annual Municipal Election.
- **Motion** by Mr. Curtis to regrettably accept the resignation of John Blouin from the RSU 38 Board of Directors. **Second** by Mrs. Sammons. **Vote 5-1 in favor.**
- **Second** by Mr. Dunham on Mr. Bourgoine's motion to advertise notice of the RSU 38 vacancy.  
**Discussion:** Mr. Bourgoine stated that his intent of the letters of interest being submitted by September 23<sup>rd</sup> was so that they could be included in the October 5<sup>th</sup> Select Board packet and the appointee would be able to attend the October 7<sup>th</sup> RSU Board meeting. **Vote 5-1 in favor.**

#### **#08 Trails:**

- The Select Board toured the Mill Stream trail. Ms. Pomerleau said it was a beautiful trail. Ms. Pomerleau also stated that part of the Dam needs to be shored up to make it safe. Mr. Bittar an abutter is working on his place and said he would be willing to pick up the cost of the Dam repairs that need to be done in order to make it safe. Mr. Bittar will have to go through DEP and Planning Board to get that work done.
- Mr. Keilty talked about the old landfill and the proposed trail. He said moving the gate back would allow for parking without doing much work. They would use the old road that just needs some weed wacking done. Mr. Dunham said he was concerned about getting a DEP letter in writing saying the Landfill is safe to walk around. He was also concerned about the road being used for an exit. The new transfer station road was put in because of exiting safety on to the North Road. Mr. Keilty said the amount of traffic is nowhere near the amount of traffic exiting when it was being used as a transfer station road. Ms. Pomerleau asked if the town can get the landfill inspected one more time. Mr. Peale said DEP said they would inspect and write a letter for the town.
- Mr. Curtis thanked Mr. Reay for the volunteer work he did on the beach driveway.
- The Interim Town Manager will write a request to John James of DEP for an inspection of the old landfill and a follow-up letter with their findings, along with their approval of a walking trail on the property.

- Mr. Dunham said he received a complaint from an abutter of the Mill Stream property about some brush being cut in resource protection. Mrs. Keilty, Chair of the Trails Committee said they have not cut brush there. Mr. Keilty explained the plans of the Trails Committee and how Mr. Bittar has offered his help with material and financial fund raising for the project. Mr. Keilty said the Trails Committee had not cut any brush and could not be responsible for other neighbors and what they were doing or might do.

#### **#09 Phone Systems:**

- Mr. Curtis received some information today but did not have a chance to forward it to the board. Mr. Curtis said after the numbers were run on several phone companies, OTT still has the best deal. Mr. Curtis said the current phone bill is about \$350 per month and the new one would be lowered to around \$312 per month. Mr. Curtis explained that the current hard wire fax line would be replaced by OTT with an e-fax line and that would save the Town about \$38 per month.

**Motion** by Mr. Bourgoine to authorize the Interim Town Manager to proceed with this contract based on the numbers that Mr. Curtis quoted in the due diligence he has done. **Second** by Mr. Curtis.

**Discussion:** Mr. Curtis will get the Town Manager the proposals and contact names and numbers. Ms. Pomerleau asked that the information that the Town Manager receives from Mr. Curtis be shared with the board first. Mr. Dunham said he would like to see the proposal before he gives his approval.

**Vote** 3-2 in favor with Ms. Pomerleau and Mr. Dunham voting in the negative. Ms. Pomerleau and Mr. Dunham both expressed their vote was because they did not have the information in front of them.

#### **#11 Town Farm Forest:**

- Mr. Bourgoine will contact Mr. Hunter, Chair of the Conservation Commission, to set up a date that is mutual for Commission and the new Select Board Members to walk and tour the Town Farm Forest.

#### **#12 Emergency Operations planning:**

- Mrs. Shaw, Interim Town Manager, spoke with Lee Mank, the Fire Chief, and Mr. Mank requested that the board put off the Emergency Operations discussion until January of 2016. In 2016 the Town would have a new Town Manager and Kennebec Valley Emergency Management will have a new leader in place.

#### **#13 Luce Road:**

- Mr. Roderick from the Luce Road has wild parsnip growing in the ditch in front of his home which he says is a safety issue for his family. Mr. Roderick wanted the Town to dig out the ditch to destroy the parsnip. The Road Committee said they would not be back to ditch the area unless there is a problem with water flow. Mr. Roderick will contact his attorney to come up with an agreement between him and the Town to protect himself should he decide to have the ditching done himself.
- Luce Road drainage recommended fixes from the Road Committee: After a meeting was held tonight by the Road Committee Mr. Leimbach, Chair of the Road Committee, reported that the Road Committee decided on three things.

1. Out cropping of ledge (the lower one) be removed and an 18" cross culvert be installed to accommodate the low ditch on the east side of the Luce Road north of the Route 17 intersection.

Also the out cropping that comes out into the road be removed. The Road Committee believes that can be done with a thumb and will not have to be blasted. The Road Committee estimate the cost to be approximately \$10,000 and the funds would be available from the Summer Road budget line. The Road Committee recommends that the work be done this year before winter.

2. The Town should get an easement from the abutter who has currently given a verbal agreement to put that cross culvert in.
3. The Town's Road Commissioner should notify the Road Committee any time road work is being done so that the Road Committee would have the opportunity to look at the work.

- **Motion** by Mr. Bourgoine to proceed with RFP's as out lined by the Road Committee.

**Discussion:** Mr. Dunham stated that he was concerned as to where the Summer Road budget was stood now. Mr. Leimbach said that he was told during the meeting that some road projects have come in under budget and that the \$10,000 could be accommodated. The Road Committee will review the RFP drawn up by the Interim Town Manager next week at their meeting. The Interim Town Manager will work on getting an easement drawn up to be signed before work is started.

**Second** by Mr. Dunham. **Vote** 5-0 in favor.

**More Discussion:** Mr. Perkins said the project could be done in two stages. First by hiring someone with a whole ram for a day for about \$2,500. Second, a simple RFP for the culvert work.

#### **#15 Maranacook Dam:**

- Wendy Dennis from the Maranacook Dam Committee was present and thanked the Select Board for the opportunity to vote on the Maranacook Dam articles again. Ms. Dennis said after receiving the results of the vote the Committee met the next day. The Dam Committee received five proposals and is unwavering and unanimous that GFI Consultants be chosen for the Dam Renovation Preliminary Study. **Motion** by Mr. Curtis to accept the GFI Consultants proposal for the Maranacook Dam Renovation Preliminary Study and to have the Interim Town Manager, Teresa Shaw, sign the contract. **Second** by Ms. Sammons. **Vote** 5-0 in favor.

#### **#14 Interlocal Agreement- in Wayne:**

- A lengthy discussion on the cost to Readfield for the Interlocal Agreement and if all expenses are being charged out to Wayne.
- The board decided that they had time to have another discussion at the next meeting before they would meet with Wayne to discuss all interlocal agreements and the cost to Readfield.

#### **#17 Members of the public may address the Select Board on any topic:**

- Mrs. Rourke said that she could not reach Mr. Bourgoine and Mrs. Sammons by phone. Mrs. Rourke said she had tried their numbers and got no answer. Mr. Bourgoine asked her to let the phone ring long enough for his answering machine to come on and he would return her call. Mrs. Sammons said she does not have a land line and offered up two cell phone numbers that she could be reached at.

#### **#16 Other:**

- **Retreat:** Great Results for \$900 is the best option to officiate the meeting. October 9<sup>th</sup> was the date set for the retreat and Mr. Dunham will check with the church to make sure the room is available. The Board decided on who will bring food and necessities for the retreat.
- **New Town Manager Contract:** Mr. Curtis will get the updated Town Manager contract to the Interim Town Manager so she can forward a copy to legal to look it over.

**Motion** by Ms. Sammons to adjourn the meeting at 9:10 pm, **second** by Mr. Dunham. **Vote** 5-0 in favor.  
*Minutes by Robin Lint, Town Clerk from recorded tape.*

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# **2. Warrant**

## **# 13 & 14**



# **3. Select Board Communication**

# 4. Town Manager

#### 4. Town Manager

Wellman started the paving project today, September 17, 2015, Nickerson Hill Road.

We have been receiving Real Estate tax payments in. Thank you to all who has paid!

Further in the packet

# 8 Inter local / Transfer Station - look over documents come up with any proposed changes.

#15 165 certified signatures for the proposed ordinance.

# **5. Boards & Committees**

**6. Appointments**

**7. Resignations**

# 8. Interlocal Agreements

# Revenue Summary Report

Department(s): 70

ALL

09/16/2015

Page 1

Account	Budget Net	- C U R R Debits	M O N T H - Credits	YTD Net	Uncollected Balance	Percent Collected
70 - SOLID WASTE	144,092.00	0.00	148,218.25	148,218.25	4,126.25	102.86
7010 - TRANSFER STATION FEES	25,000.00	0.00	20,971.50	20,971.50	4,028.50	83.89
7020 - TS REDEMPTIONS	1,800.00	0.00	1,445.25	1,445.25	354.75	80.29
7023 - TS RECYCLABLES - METAL	10,000.00	0.00	19,048.89	19,048.89	-9,048.89	190.49
7025 - TS RECYCLABLES - OTHER	500.00	0.00	904.00	904.00	-404.00	180.80
7030 - TS BACKHOE	0.00	0.00	3,812.23	3,812.23	-3,812.23	----
7040 - Commercial Haulers Permits	300.00	0.00	300.00	300.00	0.00	100.00
7050 - TS GRANTS	0.00	0.00	20.00	20.00	-20.00	----
7090 - TS REVENUES - WAYNES SHARE	106,492.00	0.00	101,716.38	101,716.38	4,775.62	95.52
Final Totals	144,092.00	0.00	148,218.25	148,218.25	4,126.25	102.86

**Expense Summary Report**  
Accounts: E 70-10-00-00 - E 70-10-99-99  
ALL Months

Account	Budget Net	- C U R R M O N T H - Debits	Credits	YTD Net	Unexpended Balance	Percent Spent
<b>70 - SOLID WASTE</b>	<b>250,585.00</b>	<b>227,673.42</b>	<b>1,406.65</b>	<b>226,266.77</b>	<b>24,318.23</b>	<b>90.30</b>
<b>10 - TRANSFER STA</b>	<b>250,585.00</b>	<b>227,673.42</b>	<b>1,406.65</b>	<b>226,266.77</b>	<b>24,318.23</b>	<b>90.30</b>
10 - ADMIN	1,875.00	986.17	0.00	986.17	888.83	52.60
10 - ADVERTISING	100.00	0.00	0.00	0.00	100.00	0.00
25 - EDUCATION	100.00	0.00	0.00	0.00	100.00	0.00
40 - Publications	0.00	132.11	0.00	132.11	-132.11	----
45 - MEMBERSHIPS	450.00	468.00	0.00	468.00	-18.00	104.00
50 - MISC.	100.00	52.40	0.00	52.40	47.60	52.40
55 - OFFICE SUP	325.00	24.14	0.00	24.14	300.86	7.43
60 - POSTAGE	50.00	59.52	0.00	59.52	-9.52	119.04
80 - TRAIN & CONF	250.00	250.00	0.00	250.00	0.00	100.00
95 - Recycle Bins	500.00	0.00	0.00	0.00	500.00	0.00
15 - INSURANCE	31,260.00	31,695.65	0.00	31,695.65	-435.65	101.39
20 - HEALTH INS	26,490.00	26,604.51	0.00	26,604.51	-114.51	100.43
60 - UNEMPLOYMENT	1,510.00	1,492.09	0.00	1,492.09	17.91	98.81
80 - WORKERS COMP	3,260.00	3,599.05	0.00	3,599.05	-339.05	110.40
20 - PERSONNEL	78,805.00	73,091.46	1,406.65	71,684.81	7,120.19	90.96
20 - FICA	5,500.00	5,049.62	0.00	5,049.62	450.38	91.81
30 - MILEAGE	600.00	694.56	0.00	694.56	-94.56	115.76
40 - RETIREMENT	5,310.00	5,331.65	0.00	5,331.65	-21.65	100.41
60 - WAGES	66,445.00	61,473.17	1,406.65	60,066.52	6,378.48	90.40
65 - IPP	350.00	342.46	0.00	342.46	7.54	97.85
90 - CLOTHING	600.00	200.00	0.00	200.00	400.00	33.33
40 - UTILITIES	4,450.00	4,789.53	0.00	4,789.53	-339.53	107.63
30 - ELECTRIC	2,625.00	2,473.85	0.00	2,473.85	151.15	94.24
60 - HEATING	900.00	1,440.36	0.00	1,440.36	-540.36	160.04
70 - LAVATORY	500.00	500.00	0.00	500.00	0.00	100.00
80 - TELEPHONE	425.00	375.32	0.00	375.32	49.68	88.31
50 - CONTRACT SVC	129,865.00	114,893.62	0.00	114,893.62	14,971.38	88.47
80 - TS CONTAINER	765.00	253.68	0.00	253.68	511.32	33.16
81 - TS HAULING	32,000.00	28,388.70	0.00	28,388.70	3,611.30	88.71
82 - SINGLE SORT	4,000.00	4,863.01	0.00	4,863.01	-863.01	121.58
83 - DEMO TIPPING	25,500.00	16,610.06	0.00	16,610.06	8,889.94	65.14
84 - FREON DISP	750.00	1,387.50	0.00	1,387.50	-637.50	185.00
86 - TIRE DISP	1,000.00	804.00	0.00	804.00	196.00	80.40
87 - TRASH TIPPNG	63,000.00	59,195.50	0.00	59,195.50	3,804.50	93.96
88 - UNIV WST DSP	0.00	26.57	0.00	26.57	-26.57	----
89 - WOOD/BRUSH	2,750.00	3,314.60	0.00	3,314.60	-564.60	120.53
95 - WEB HOSTING	100.00	50.00	0.00	50.00	50.00	50.00
60 - EQUIP O,R &M	850.00	1,291.99	0.00	1,291.99	-441.99	152.00
35 - EQUIP MAINT	750.00	1,239.00	0.00	1,239.00	-489.00	165.20
74 - PPG	100.00	52.99	0.00	52.99	47.01	52.99
70 - BUILDING O&M	1,480.00	483.99	0.00	483.99	996.01	32.70
30 - FURNACE MAIN	100.00	0.00	0.00	0.00	100.00	0.00
40 - GROUNDS	200.00	0.00	0.00	0.00	200.00	0.00
60 - MAINTENANCE	750.00	160.54	0.00	160.54	589.46	21.41
70 - SUPPLIES	430.00	323.45	0.00	323.45	106.55	75.22
80 - PUBLIC WAYS	2,000.00	441.01	0.00	441.01	1,558.99	22.05
10 - CONTRACT SVC	750.00	207.50	0.00	207.50	542.50	27.67
30 - Gravel/Sand	250.00	0.00	0.00	0.00	250.00	0.00
60 - ROAD REPAIR	500.00	160.00	0.00	160.00	340.00	32.00
80 - SIGNS/SUPPLY	500.00	73.51	0.00	73.51	426.49	14.70
<b>Final Totals</b>	<b>250,585.00</b>	<b>227,673.42</b>	<b>1,406.65</b>	<b>226,266.77</b>	<b>24,318.23</b>	<b>90.30</b>



Rebyn

# Readfield / Wayne Recycling & Solid Waste Facility

Passed  
copy

## Terms of Agreement

### I. Legal Basis

The Towns of Readfield and Wayne are municipalities duly organized and existing under the laws of the State of Maine. The communities are contiguous and are located in Kennebec County, Maine. The legal basis for the establishment and authority of this interlocal Agreement is Chapter 115 "Interlocal Cooperation" of Title 30-A of the Maine Revised Statutes, as the same may be amended from time to time.

### II. Name

The name of the entity subject to this Agreement shall be the *Readfield / Wayne Recycling & Solid Waste Facility*.

### III. Purpose of Agreement

Readfield and Wayne currently operate their own separate landfills. The landfills are subject to closure within the near future by operation of state law. Readfield owns and will operate a recycling and solid waste transfer station (the "Facility"). Wayne is interested in sharing the Readfield Facility. It is the expectation of the parties hereto that a cooperative sharing of the Facility will work for the long-term and short-term financial benefit of our respective citizens and taxpayers. We will save each community precious tax dollars by avoiding the duplication of expensive facilities and will lower the expenses incurred by either town. Because neither community has any prior experience with transfer stations, and is uncertain as to the volume of waste produced by their citizens, the towns believe that a sharing of costs based upon a percentage of overall operating expense provides the best protection against the risk of unknown costs.

To this end, the communities hereby agree to jointly use the Facility and to exercise such powers as are exercised or capable of being exercised separately or jointly by the member governments with respect to solid waste disposal, as set forth below.

#### IV. Management of the Facility

A. General operation. In order that management of the Facility shall be as efficient and small as possible, the parties agree that it shall be the responsibility of the Town of Readfield to administer and to operate the Facility. It shall have the authority to hire, fire, and manage any and all employees of the Facility at such compensation as it deems warranted; to contract for services to and for the Facility in the names of the member towns; and to maintain financial accounts for the deposit of fee income, revenues appropriated by the towns, and for the payment of the operating expenses of the Facility. It shall also have the right to adopt such policies and regulations it deems necessary and advisable for the operation of the recycling and solid waste transfer Facility, and to exercise such other and further powers as are normally conferred on municipalities for the conduct of their business. In exercising all of these powers and duties, the Selectmen of the Town of Readfield shall consult with (and give due deference to any advice received from) the Selectmen of the Town of Wayne.

B. Establishment of Advisory Committees. There is hereby established an Advisory Committee on Facility Operations, and an Advisory Committee on Recycling, each of which shall be comprised of citizens from each member town. The purpose of Advisory Committee on Operations shall be to assist and make suggestions to the Selectmen of the Town of Readfield to enhance the efficiency of the Facility and improve its services to the public. The purpose of the Advisory Committee on Recycling shall be to assist and make suggestions to the Selectmen of the Town of Readfield to enhance the efficiency of the recycling program, and to effectuate a comprehensive public education program to increase the understanding of and participation in the recycling program. The parties agree to establish such other and further permanent and ad hoc Advisory Committees as they deem necessary during the term of this Agreement.

C. Hours of Operation. The Selectmen of the Town of Readfield shall have the right to establish such hours of operation for the Facility as may be needed to accommodate the needs of the respective towns, with the advice of the Selectmen of the Town of Wayne. The parties agree that the initial hours of operation shall be eight hours each Saturday and Sunday, and four hours each Wednesday during the summer season (to include at a minimum July and August).

D. Financial Records. The financial records for the Facility shall be maintained by the Treasurer of the Town of Readfield. The records of the Facility shall be public records to the same extent as other municipal records, and shall be available for public inspection and copying pursuant to the Maine Right to Know law. The Readfield Treasurer shall prepare monthly financial reports to be issued to the Selectmen of the member towns, and shall be available to consult with the Selectmen of the member towns with regard to any financial transaction.

E. All payments for services and goods for the Facility shall be approved by a majority of the Selectmen of the Town of Readfield by a warrant separate from the other financial affairs of the Town.

V. **Financing and Budgeting of the Facility**

A. Division of Operating Expenses. The member towns shall share equally in the operating expenses of the Facility. Operating expenses shall include all expenses associated with the Facility, except for existing debt service for the acquisition and construction of the transfer station, which shall continue to be the sole obligation of the Town of Readfield. Such operating expenses include (but are not limited to): waste disposal fees, hauling fees, recycling fees, wages of employees, utilities, security costs, insurance, office and administrative expenses, ordinary maintenance of equipment, and replacement of equipment that has a life expectancy of less than two years. Neither Town shall be required to make any expenditure for equipment that has a useful life in excess of two years without further agreement between the Selectmen of the Towns as to the division of the initial capital expense and disposition of the equipment upon termination.

B. Fee Income. All income generated by the Facility from waste disposal fees, permit fees, etc. (whatever or whoever the source) shall be retained by the Facility and used to reduce the operating expenses thereof. Each community shall be empowered to issue permits for use of the Facility at such fees as both Towns shall mutually agree upon.

C. Annual Budget. The Readfield Town Manager shall prepare an annual budget for the Facility for presentation to the Selectmen and Budget Committees of each member town. The budget shall presume a fiscal year of July 1 to June 30. The budget shall be prepared sufficiently in advance of the annual town meeting of each town to permit consideration of each town's share of the expenses on the annual town warrant. The Town

of Readfield shall bill the Town of Wayne each calendar month in arrears for its share of the incurred operating expenses. The Town of Wayne shall remit to the Town of Readfield the billed amount within fourteen days of presentation. Changes in the annual budget following adoption must be approved by a majority of the Selectmen in each member town. Each town shall be responsible for all prudently incurred expenses approved by the Readfield Selectmen and each town shall convene such meetings of the legislative body as may be necessary to approve the budget, original appropriations and supplemental appropriations (if any) for each town's share of the operating expenses of the Facility.

D. Title to Property. Title to the real estate, equipment and personal property supplied by the Town of Readfield (including the transfer station equipment) not subject to a separate agreement shall remain in the Town of Readfield.

#### VI. Duration and Termination of Agreement

A. Term. This Agreement shall, at a minimum, be effective through June 30, 1995, and shall continue thereafter until terminated by either town. The Facility shall open on or about May 3, 1993, or such other date as either Town is required to close its landfill.

B. Termination. The Town of Readfield may terminate this Agreement by eighteen months advance notice to the Town of Wayne; the Town of Wayne may terminate this Agreement by three months notice to the Town of Readfield. The notice of termination shall be effective when delivered to the Town Manager or Chairman of the Board of Selectmen of the recipient town. The effective date of termination shall be the end of first fiscal year (July 1 to June 30) following expiration of the notice period. The failure of a member town to appropriate funds required to meet the expenses incurred to operate the Facility shall operate as a notice of termination. Any notice of termination shall not relieve a member town of its liability for expenses incurred prior to the effective date of termination at the end of the applicable fiscal year.

C. Disposition of Property Upon Termination. Upon termination, the Facility, all equipment, personal property and real property shall become the sole and exclusive property of the Town of Readfield. All remaining funds of the Facility after payment of all bills accrued through the effective date of termination shall be divided equally by the member towns.

**VII. Adoption and Amendment**

This Agreement shall become effective upon (a) approval by ordinance, resolution, or other action by the governing body of each member town; (b) the filing of this Agreement with the Maine Secretary of State; and (c) the filing of this Agreement with the Clerk of each town. Following adoption, the Agreement may be amended only by majority vote of the Selectmen of each member town. If any portion of this Agreement is found to be contrary to law (or is invalidated by subsequent change in the enabling state legislation), such invalidation shall not invalidate other portions, and the parties shall amend the Agreement to remedy the invalidated portion hereof.

In Witness Whereof, the duly authorized Selectmen of the Town of Readfield and of the Town of Wayne do hereby set their hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 1993.

TOWN OF READFIELD, MAINE, BY:

TOWN OF WAYNE, MAINE, BY:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# **READFIELD WASTE DISPOSAL**

**And**

## **RECYCLING ORDINANCE**

**Adopted June 11, 1998**

**Amended June 9, 2011**

### **SECTION I. SHORT TITLE**

**This Ordinance shall be known and may be cited as the "Readfield Waste Disposal and Recycling Ordinance".**

### **SECTION II. GENERAL STATEMENT OF PURPOSE, APPLICATION AND AUTHORITY**

#### **A. Declaration of Purpose.**

**This Ordinance is designed to control waste material in the Town of Readfield, Maine, by providing for the establishment and enforcement of rules and regulations, establishing limitations, prohibiting certain acts causing solid disposal problems, and providing for fines for violations of the provisions of this ordinance.**

**The purpose of separating recyclable materials is to conserve those materials that can be reused pursuant to the Maine Recycling Act. In doing so, the Town of Readfield will reduce the amount of material to be transferred and reduce the cost of disposal of waste generated within the Town.**

#### **B. Application**

**This Ordinance applies to all persons generating or disposing of waste within the Town of Readfield or using the Recycling and Transfer Station located within the Town of Readfield.**

#### **C. Authority**

**This Ordinance is adopted pursuant to Maine Revised Statutes Annotated, Title 38, Section 1305 and the Maine Recycling Act.**

### **SECTION III. DEFINITIONS**

**In this ordinance the following terms shall have the following meanings:**

**A. Acceptable Liquid Waste.** "Acceptable liquid waste" means the collective reference to liquid wastes that are reclaimable liquid waste.

**B. Acceptable Waste.** "Acceptable waste" means the collective reference to processable waste, recyclable materials, reclaimable materials, reclaimable liquid waste, and other solid waste.

**C. Agricultural Waste.** "Agricultural waste" means waste generated by agricultural activities, excluding vegetative waste, including but not limited to pesticides, pesticide containers, and manure.

**D. Asbestos.** "Asbestos" means a group of naturally occurring minerals that separate into fibers of high tensile strength and are resistant to heat, wear and chemicals, including but not limited to chrysotile, amosite, crocidolite, actinolite, tremolite and anthophyllite and any of these minerals that have been chemically treated or altered.

**E. Biomedical Waste.** "Biomedical waste" means waste consisting of (1) human and animal remains, body parts, tissues, organs, blood, excretions, secretions, body fluids and any and all "infectious waste", which term shall include, but not be limited to, (i) waste which contains any disease producing or carrying material, agent or organism, (ii) isolation wastes, cultures and stocks of etiological agents, (iii) waste generated by surgery or autopsy performed on septic cases or patients with infectious diseases, (iv) sharps, dialysis waste and wastes that were in contact with pathogens, (v) waste biologicals (e.g., vaccines) produced by pharmaceutical companies for human or veterinary use, (vi) food, equipment parts and other products contaminated with etiological agents, (vii) animal bedding and other wastes that were in contact with diseases or laboratory research animals, (viii) equipment, instruments, utensils and fomites which were in contact with persons who are suspected to have or have been diagnosed as having a communicable disease, (ix) laboratory wastes such as pathological specimens and disposal fomites attendant thereto and (x) any disease causing material which is defined as a "hazardous substance" under current or future federal, state or local law, rule or regulation as a result of being classified and "etiological agent".

**F. Brown Goods.** "Brown goods" means large television or entertainment modules or furniture including but not limited to sofas, television consoles, wood framed beds, chairs, hide-a-beds and stereo consoles.

**G. Collectors.** "Collectors" means any person employed by the Town of Readfield or permitted by the Town of Redfield responsible for the pick up and collection of processable waste and recycling materials as described in IVB.

**H. Commercial Activity.** "Commercial activity" means any business that is carried out in, but not limited to, stores, offices, restaurants, service stations, or campgrounds that renders goods and/or services primarily on a retail basis.

**I. Commercial Hauler.** "Commercial hauler" means any person having secured an Annual Permit for the pick up, collection, or transfer of acceptable waste.

**J. Construction/Demolition Debris.** "Construction/demolition debris" means nonburnable debris resulting from construction, remodeling, repair, and demolition of structures. The term includes, but is not limited to building materials, asphalt, wall board plastic pipes, carpeting and underlay. It excludes all unacceptable wastes and inert fill.

**K. Dredge Spoils.** "Dredge spoils" means sand, silt, mud, gravel, rock or other sediment or material removed from beneath any surface water. Dredge spoils are unacceptable liquid wastes.

**L. E.P.A.** "E.P.A." means the United States Environmental Protection Agency.

**M. Hazardous Waste.** "Hazardous waste" means a waste in either a liquid or solid state, designated as hazardous by the E.P.A. or the M.D.E.P. and includes special nuclear or by-product material within the meaning of the Atomic Energy Act of 1954, as amended. Hazardous waste is either an unacceptable liquid waste or unacceptable solid waste.

**N. Household Hazardous Wastes.** "Household hazardous wastes" are wastes that are considered hazardous wastes either in a solid or liquid state. Such waste may be collected at the Recycling and Transfer Station by the Town of Readfield from time to time as designated by the Select Board. Specially approved waste materials include, but are not limited to: liquid and non-liquid paint, paint thinner, bleach and household cleaning solvents.

**O. Industrial Activity.** "Industrial activity" means any business which produces goods and/or services not primarily for retail sale and may include, but is not limited to, processes such as printing, manufacturing, recycling, packaging, or warehousing.

**P. Inert Fill.** "Inert fill" means clean soil material, rocks, bricks, and cured concrete, which are not mixed with other solid waste or liquid waste, and which are not derived from an ore mining activity.

**Q. Liquid Waste.** "Liquid waste" means any waste that is determined to contain free liquids according to the Paint Filter Liquids Test (Method 9095 of E.P.A. SW- 846, 3rd Edition). Liquid waste is the collective reference to acceptable liquid waste and unacceptable liquid waste.

**R. M.D.E.P.** "M.D.E.P." means the Maine Department of Environmental Protection or its successor.

**R-1 MSW** "Mainstream Solid Waste" means the items that are collected as trash to be either incinerated or buried, but not recycled.

**S. Metal Goods.** "Metal goods" include bikes, metal doors, metal pipe, window frames, cyclone or other metal fences, screens wire, sheet metal, metal conduit cables, tools,



lawnmowers, furniture, sports equipment, aluminum, copper and brass items, vented barrels and vented propane fuel tanks.

**T. Ordinance.** "Ordinance" means the several parts comprising this ordinance, as may be amended from time to time.

**U. Other Solid Waste.** "Other solid waste" is the collective reference to mattress, box springs, construction/demolition debris, hot loads, burble debris, vegetative waste and wood waste.

**U-1. Participating Town.** A "participating town" is a nearby town that has executed an interlocal agreement or contract with the Town of Readfield which permits residents of that town to access and/or use the Recycling and Transfer Station for disposal of waste.

**V. Processable Waste.** "Processable waste" means all damaged recyclable materials, ordinary household, municipal, institutional, commercial and industrial solid wastes consisting primarily of combustible materials capable of being processed and incinerated at a waste to energy facility. "Processable waste" excludes liquid wastes, unacceptable solid waste, reclaimable materials, recyclable materials and solid waste.

**W. Reclaimable Liquid Waste.** "Reclaimable liquid waste" is waste oil.

**X. Reclaimable Materials.** "Reclaimable materials" are solid waste materials that may be reclaimed and are as follows: white goods, tires, and metal goods.

**Y. Recyclable Materials.** "Recyclable materials" are materials that can be reused either in the same form or as part of a different product.

**Y-1. Reusable Materials.** "Reusable materials" are those items such as books, clothing, house wares, toys, etc. which are no longer needed by a resident but still may have a useful life. These items can be left for other residents to claim at no cost at the Swap Shop. Metal Goods, Returnable Containers and Recyclable Materials are not considered reusable.

**Y-2. Returnable Containers.** "Returnable Containers" are those containers (metal, glass and plastic) that have a redemption value.

**Z. Recycling Facility.** "Recycling Facility" means any facility constructed and managed for separating, collecting, and/or processing of manufactured materials for reuse either in the same form or as a part of a different product.

**AA. Select Board.** "Select Board" means the municipal officers elected to the Readfield Select Board by the voters of the Town of Readfield.

**BB. Sludge.** "Sludge" means any semi-solid or liquid waste generated from household septic tanks, a municipal, commercial or industrial wastewater treatment plant, water

supply treatment plant, or wet process air pollution control facility or any other such waste having similar characteristics and effect. Sludge is an unacceptable liquid waste.

**CC. Solid Waste.** "Solid waste" means unwanted or discarded solid material with insufficient liquid content to be free flowing, including by way of example, and not by limitation, recyclable materials, rubbish, garbage, scrap materials, junk, refuse, and landscape refuse.

**DD. Special Wastes.** "Special wastes" means any non-hazardous solid waste or liquid waste generated by sources other than ordinary households and typical commercial establishments that exists in such an unusual quantity or in such a chemical or physical state or any combination thereof, which may disrupt or impair effective waste management or threaten the public health, human safety or the environment and requires special handling, transportation and disposal procedures. Special wastes include, but are not limited to:

1. Oil, coal, wood and multifuel boiler and incinerator ash;
2. Industrial and industrial process waste;
3. Sludge and dewatered septage;
4. Debris and residuals from non-hazardous chemical spills and cleanup of those spills;
5. Contaminated soils and dredge spoils;
6. Asbestos and asbestos-containing waste;
7. Sand blast grit and non-liquid paint waste;
8. High and low pH waste;
9. Spent filter media residue; and
10. Shredder residue.

**DD-1. Swap Shop.** The "Swap Shop" is the primary location where reusable materials may be dropped off and/or claimed by residents of Readfield and participating towns.

**EE. Transfer Station.** "Transfer Station" means the area constructed and managed by the Town of Readfield for the disposing of acceptable waste and acceptable liquid waste.

**FF. Unacceptable Liquid Wastes.** "Unacceptable liquid wastes" is the collective reference to hazardous waste and special waste that have sufficient liquid content to be free flowing, sludge, and other liquid waste designated as unacceptable by the Select Board.

**GG. Unacceptable Solid Wastes.** "Unacceptable solid wastes" are materials not considered processable waste, recyclable materials, reclaimable materials, or other solid wastes. Unacceptable solid wastes include but are not limited to:

1. Junked or abandoned vehicles;
2. Small engines (under 20 HP)\*;
3. Snowmobiles or all-terrain vehicles (if engines removed);
4. Dead animals or portion thereof, other pathological-type solid waste;

5. Inert fill;
  6. Fuel tanks\*;
  7. Agricultural waste;
  8. Land clearing debris;
  9. Dredge spoils;
  10. Unacceptable Liquid Wastes;
  - 10-1 Vegetative waste (a composting program is supported by the Select Board and will begin with a limited vegetative acceptance list); and
  11. Any other solid waste designated unacceptable by the Select Board.
- \*May be acceptable as Metal Goods if drained of all liquids prior to entrance to the Transfer Station. All small engines must have their drain plugs and/or oil pan removed.

**GG-1 Universal Waste.** Universal waste is a category of waste materials not designated as "hazardous waste", but containing materials that need to be prevented from free release into the environment. Universal Waste includes:

- Batteries
- Pesticides
- Mercury-containing equipment (including many thermostats and thermometers)
- Lamps containing mercury (e.g. fluorescent lamps, including compact fluorescent lamps)
- Televisions, computers, and monitors

The Recycling and Transfer Station is required to provide for their proper disposal.

**HH. Vegetative Wastes.** "Vegetative wastes" means solid wastes consisting of plant matter from agricultural activities, farms, homes, plant nurseries, or greenhouses. These wastes shall include plant stalks, grass clippings, hulls, leaves, and plant waste processed through a wood chipper. Vegetative waste is considered other solid wastes.

**II. Waste Oil.** "Waste oil" means a used, spent, discarded or unwanted petroleum based oil product which is not designated as a hazardous waste or contaminated with hazardous waste and that can be reclaimed as a fuel source. The term includes only: crankcase oil; manual transmission fluid; and #2 fuel oil.

**JJ. White Goods.** "White goods" means large appliances including but not limited to stoves, refrigerators, freezers, washing machines, dishwashers, clothes dryers, hot water tanks and air conditioners.

**KK. Wood Wastes.** "Wood wastes" means brush, stumps, lumber, bark, wood chips, shavings, slabs, edgings, slash, and sawdust, that are not mixed with other solid or liquid wastes. For the purposes of this definition, "lumber" is entirely made of wood and is free from metal, plastics and coatings. "Wood wastes" are considered other solid wastes.

## **SECTION IV. SOLID WASTE DISPOSAL CONTROL STANDARDS**

### **A. Operation of the Readfield Recycling and Transfer Station.**

The Select Board shall be responsible for operating and maintaining the Recycling and Transfer Station and for enforcing this ordinance. The Select Board shall designate the Town Manager to assist them in carrying out their duties and obligations under this ordinance.

The Town Manager may hire or designate a Recycling and Transfer Station Manager to operate and maintain the Recycling and Transfer Station. The Town Manager may also serve as Recycling and Transfer Station Manager as needed until a suitable person can be hired or designated. The Town Manager may hire attendants as required to assist in the operation and maintenance of the Recycling and Transfer Station. The Transfer Station Manager may utilize volunteers to assist the attendants within specific areas of the Transfer Station.

### **B. Use of the Readfield Recycling and Transfer Station**

The Readfield Recycling and Transfer Station is operated for the benefit of Readfield residents (year-round and seasonal). All individuals with residential status shall have a valid "Transfer Station Permit", which must be displayed to gain access to the Readfield Recycling and Transfer Station to deposit acceptable waste generated within Readfield.

Acceptable waste resulting from commercial or industrial activities within Readfield or participating towns that is delivered to the Readfield Recycling and Transfer Station by commercial haulers, collectors, or directly from individuals generating the waste and is of such volumes and/or possesses special handling characteristics (requirements) to increase the operational costs of the Recycling and Transfer Station shall be assessed a surcharge by the Transfer Station Manager commensurate with the Recycling and Transfer Station fee schedule approved by the Select Board.

The Select Board may, by authorization of Town vote, allow all residents of other municipalities to deposit acceptable waste at the Readfield Recycling and Transfer Station. The terms and conditions of such arrangement shall be specified in an interlocal agreement or contract.

Special permits may be granted by the Town to Commercial Activities who are assisting authorized users with the cleanup of their property.

All requirements pertaining to individuals within Readfield and participating towns shall also pertain to nonresidents authorized to deposit acceptable waste at the Readfield Recycling and Transfer Station.

The access and use of the Recycling and Transfer Station by any person shall be at the direction of the Transfer Station Manager. Any person refusing to follow or comply with

the requirements of this Ordinance and/or any Operating Rules and Requirements adopted by the Select Board, shall be reported to the Transfer Station Manager for resolution. The Transfer Station Manager may refuse further access to the facility to that person and/or initiate any necessary enforcement actions (per Section VII). Any resident refused access or violating this ordinance shall be reported in writing to that resident's Town Manager for enforcement.

#### **C. Commercial Haulers and Collectors**

The Select Board may contract with commercial haulers or hire collectors for the collection of acceptable waste. The Select Board may also contract with specialty environmental contractors to assist the Town in the collection and disposal of any other type of waste.

The Readfield Town Manager and the Town Managers of any participating towns may issue permits to persons to deliver processable waste to the Transfer Station in dumpsters or similar large volume solid waste containers.

Commercial haulers must obtain an annual permit through an application to the Select Board before use of any Transfer Station areas. Commercial refuse haulers must provide an acceptable recycling program to their customers in accordance with this ordinance before an annual permit can be issued. Permits may be revoked by the Select Board, following notice and hearing, for violation of this ordinance or any rules and regulations promulgated in accordance with Section VI. Permits shall be renewed annually on or before July first.

Commercial haulers and contractors must obtain coupons at the Town Office(s) or Transfer Station before any demolition debris material is deposited. Coupons will be collected by the Transfer Station attendant for each deposit.

### **SECTION V. WASTE DELIVERY REQUIREMENTS**

#### **A. Acceptable Waste**

Only acceptable waste generated within Readfield or other authorized communities will be allowed to be disposed of at the Recycling and Transfer Station. . All acceptable waste delivered to the facility will be separated as follows:

##### **1. Recyclable materials;**

###### **1-1 Reusable materials (Swap Shop);**

###### **1-2 Returnable Containers;**

##### **2. Metal goods;**

3. Construction/demolition debris;

4. Wood waste;

5. Waste oil;

6. Tires;

7. Solid waste;

7-1 Universal Waste, and

7-2 Compost Materials as authorized by the Select Board.

Once acceptable waste is delivered to the Recycling and Transfer Station and deposited in the proper container/site as listed above and/or as directed by an attendant, that waste becomes the property of the Town of Readfield and will be disposed as directed by the Transfer Station Manager.

**B. Prohibited Waste**

The following types of waste will not be accepted at the Recycling and Transfer Station:

1. Unacceptable solid wastes;

2. Unacceptable liquid wastes;

3. Biomedical waste; and

4. Industrial or commercial waste which creates a problem of disposal by virtue of federal, state, or local statutes, rules, or regulations controlling or prohibiting its disposal.

**SECTION VI. REGULATORY AUTHORITY**

A. The Select Board may adopt rules and requirements for the operation of the Recycling and Transfer Station . These Operating Rules and Requirements shall be consistent with the standards established by this Ordinance. The Operating Rules and Requirements may include, but are not limited to, dates and hours of operation of the Recycling and Transfer Station and for the collection of solid waste. Any violation of the Operating Rules and Requirements adopted hereunder shall be deemed a violation of this Ordinance.

B. This Ordinance shall be enforced by the Select Board or its designee. If the Select Board or its designee determines that any provision of this Ordinance is being violated, the Select Board or its designee shall take action. Such action may include the revoking

of a permit, or required abatement of the conditions violated or any other reasonable actions. A copy of a notice to revoke a permit shall be maintained as a permanent record.

C. The Select Board or its designee shall conduct periodic on-site inspections to insure compliance with all applicable rules and conditions associated with this Ordinance. The Select Board or its designee shall also investigate all complaints of alleged violations of this Ordinance.

D. When any violation of any provision of this Ordinance shall be found to exist, the Select Board may then institute any and all actions to be brought in the name of the Town.

## **SECTION VII. LEGAL ACTIONS**

A. When notification of a violation does not result in the prompt correction or abatement of the violation or condition, the Select Board or its designee, the Code Enforcement Officer and/or cooperating law enforcement agency are hereby directed to institute any and all actions and proceedings, either legal or equitable, including seeking injunctions of violations and the imposition of fines, that may be appropriate or necessary to enforce the provisions of this Ordinance in the name of the Town. Violation of any condition, restriction or limitation inserted in a permit by the Select Board shall be cause for revocation of that permit by the Select Board. The revocation process shall require reasonable notice of the violation to the resident/operator to a hearing.

B. The Select Board or its authorized agent, is hereby authorized to enter into administrative consent agreements for the purpose of eliminating violations of this Ordinance and recovering fines without court action. Such agreements shall not allow any illegality or violation of this Ordinance to continue unless there is clear and convincing evidence that the illegality was conducted as a direct result of erroneous advice given by an authorized municipal official and there is no evidence that the resident/operator acted in bad faith.

C. The Select Board or its authorized designee may exercise its authority under Title 30-A MRSA Section 4452. The Court may order complete abatement of the violation and award appropriate damages, including all court costs and the Town's reasonable attorney's fees. Any fine recovered through this Ordinance shall accrue to the Town. Each day of violation shall constitute a separate offense. In addition, the Town may seek an injunction, when necessary, to prevent the resident/operator from accessing the Recycling and Transfer Station.

D. Violations of this Ordinance shall be a civil violation punishable by a fine of up to \$1000.00 plus cleanup costs and attorney and court fees for the first offense and up to \$5000.00 plus cleanup costs and attorney and court fees for subsequent violations. The State of Maine District Court for the district including Readfield shall have jurisdiction of all offenses hereunder, subject to exception and appeal as is provided by Maine State Law.

## SECTION VIII. VALIDITY AND CONFLICT OF ORDINANCES

The invalidity of any section, subsection, paragraph, sentence clause, phrase or word of this ordinance shall not be held to invalidate any other section, paragraph, sentence, clause, phrase, or word of this Ordinance; and to this end, the provisions of this Ordinance are hereby declared to be severable.

Adopted at 06/09/2011  
Annual Town Meeting

Attested copy of the Readfield Waste Disposal and Recycling  
Ordinance adopted 6-11-1998 and amended 6-9-2011.



Robin L. Lint, Town Clerk

July 22, 2011





# Solid Waste and Recycling Committee Charter

## **Purpose and Composition**

The Solid Waste and Recycling Committee (hereafter the "Committee") shall be a standing committee composed of the following voting members: at least one member from each participating Select Board, and at least ~~three~~ two community members from participating municipalities; and the following non-voting members: the Transfer Station Manager and participating Town Managers. The Committee shall review and provide input and recommendations to the Transfer Station Manager and participating Select Boards regarding:

1. All Transfer Station operations, including: the Manager's forecasts and plans for the generation, transmission and distribution of recyclables, Municipal Solid Waste (MSW) and other waste materials brought to the Transfer Station; customer service; public education and awareness; advocacy for increased recycling; implementation of guidelines established for site/facility design, operation and storage at the Transfer Station; and hours of operation (year-round and summer only).
2. The Transfer Station's compliance with established policies, procedures and practices pertaining to the protection of the environment and health/safety of employees, contractors and general public; ensuring said are sufficient to achieve and maintain compliance with applicable laws and regulations.
3. ~~Environmental and/or health/safety related issues.~~
4. Recycling: methods, materials, tracking, advocacy, awareness, and public education.

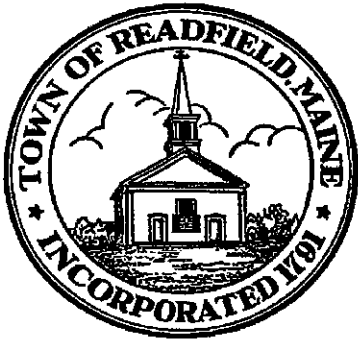
Committee members shall be independent of the Transfer Station with respect to their business or place of employment, without any direct or perceived conflict of interest (i.e. Transfer Station employees, commercial trash haulers, waste and recycling firms, etc.) Committee members shall be year-round residents of participating municipalities. Committee members shall be appointed to staggered three-year terms. ~~with respective Town Managers reserving the right to remove/add members, if necessary, before end of appointed term.~~ The Committee shall designate a chairman, vice chair and secretary who shall preside over the meetings.

## **Duties and Responsibilities**

Duties and responsibilities of the Committee shall include, but are not limited to, the following:

1. ~~Annual~~ May review of the Transfer Station Manager's compliance reports, environmental, health/safety and/or public relations, to ensure reporting sufficient to meet requirements of applicable laws and regulations as well as local policies, procedures and practices.
2. Quarterly review of Transfer Station's goals: environmental, health/safety, budget, infrastructure, etc. compared to actual.
3. Investigation of any areas of Transfer Station operation not meeting goals for recommended corrective action as necessary.
4. Annual, or more often if deemed necessary, review of Transfer Station site layout and physical plant description to ensure optimal efficiency and safety.
5. Annual review of management's proposed budget for Transfer Station operations.

# 9. Cross Culvert RFP



## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

Tel. (207) 685-4939 • Fax (207) 685-3420

Email: [Readfield.finance@roadrunner.com](mailto:Readfield.finance@roadrunner.com)

### REQUEST FOR QUOTES

#### Cross Culvert

I. INTRODUCTION - The Town of Readfield, Maine (hereinafter, the "Town") is seeking sealed quotes for Installation of Cross Culvert. All quotes are to be submitted in sealed envelopes marked "CROSS CULVERT" to the Town Office, 8 Old Kents Hill Road, Readfield, Maine 04355, by **3:00 p.m. on Thursday, October 1, 2015**. Any Quote received after this scheduled opening time shall not be considered. No faxed or emailed quotes will be accepted.

The Road Committee will review all quotes at 4:00 PM on Thursday, October 1, 2015. The Select Board will review all quotes and consider any Road Committee recommendations for contract award(s) at a meeting starting at 6:30 PM, Monday, October 5, 2015. Selected contractor(s) will be expected to sign contract(s) on Tuesday, October 6, 2015.

The quotes must be signed by the Contractor with its full name and address and enclosed in a sealed envelope. Questions regarding this Request for Quotes should be directed toward the Town Manager. All questions by prospective contractors pertaining to this Request for Quotes must be received, in writing, by the Town Manager at least five (5) days before the date set for the opening of the Quotes. Any questions which, in the opinion of the Town Manager, requires interpretation, will be addressed by a written interpretation in the form of a numbered Addendum, sent by registered mail to each person or firm who has taken out a Request for Quote not later than three (3) days prior to the scheduled opening of the Quotes. Addenda issued later than three (3) days prior to the scheduled opening of the Quotes may be by telephone. Contractors shall acknowledge receipt of all Addenda in the space provided thereof in the Quote Form, whether the Addenda are in response to questions or otherwise issued by the Town and whether the Addenda are received by mail or telephone.

Each Contractor is required to state in its Quote: the Contractor's name and place of business and the names of persons or parties interested as principals with it; that the Quote is made without any connection with any other Contractor making any quote for the same Services; and that no person acting for or employed by the Town is directly or indirectly interested in the Quote or any agreement which may be entered into to which the Quote relates or in any portion of the profits there from.

The successful Contractor shall be required to sign a Town Services Agreement, a copy of which is attached hereto as Exhibit 1. Before commencing work under the Services Agreement, the successful Contractor shall produce evidence satisfactory to the Town that it and its subcontractors, if any, have secured public liability, automobile and workers' compensation insurance coverage as set forth in Exhibit 1. Each Contractor must inform itself of the conditions relating to the area in which the Services shall be performed. Failure to do so will not relieve a successful Contractor of its obligations to furnish all equipment, material and labor necessary to carry out the provisions of the Agreement and to complete the contemplated work for the consideration set forth in this Request for Quotes. The Town disclaims any and all responsibility for injury to Contractors, their agents or others while examining the work site or at any other time. Contractors are responsible for all of their costs in preparing and submitting quotes hereunder. No Quotes may be withdrawn within a period of thirty (30) days after the opening. Contractors must submit six copies of the quotes.

Each Contractor must be current in personal property tax payments to the respective municipality where the firm is located or provide a letter from the municipality stating the Contractor is in good standing related to personal property tax payments.

Each Contractor must abide by the Town of Readfield's prohibitions against workplace violence, sexual harassment, and political activities in Readfield while working in Readfield.

- 1) SCOPE OF SERVICES – The Scope of Services hereunder is described in the Specifications attached hereto (hereinafter, the "Services") with different services by road.
- 2) GENERAL – The Quote must include all equipment and labor necessary to perform the Services and must state the name of the person(s) or entity (entities) owning the equipment and/or providing the personnel that forms the basis for its quote. The Town will provide all materials separately. All Services to be furnished to the Town shall be performed with equipment, methods and use of personnel in accordance with the pertinent Occupational and Safety and Health Act requirements of the State of Maine and the United States.
- 3) ACCEPTANCE/REJECTION – The Town reserves the right to waive any informality in quotes, to accept any quote and to reject any or all quotes, should it be deemed in the best interest of the Town to do so.

Date: \_\_\_\_\_, 2015

By: \_\_\_\_\_  
Teresa Shaw, Interim Town Manager

**Important Dates:**

**Quotes Due:**

**3:00 PM, Thursday, October 1, 2015**

Quotes accepted or rejected at Select Board meeting starting: 6:30 PM, Monday, October 5, 2015

Contract(s) signed:

Tuesday, October 6, 2015.

**Completion Date, Weather permitting: October 31, 2015.**

## **SCOPE OF SERVICES**

The Town of Readfield seeks installation of **Cross Culvert** on **Luce Road**:

Contractors shall be responsible for the following services:

- Road Closure
- Remove finish gravel and save on site
- Install 40' x 18" culvert at station #0+50
- Install approximately 66 yards of 2" type A gravel to a depth of 0 feet at station 0+00 , 1.1' at station 0+50, .5' at station 1.00 and 0' at station 1+50
- Reinstall finish gravel

All work shall be done according to MDOT specifications, DEP Best Management Practices and according to further directions by the Road Commissioner or his designee as needed. The Town will be responsible for updating all Dig Safe road project tickets with the selected contractor(s) name(s).

All work shall be completed by October 31, 2015, unless agreed to in writing by both parties of this agreement. All contractors are encouraged to review conditions of the road.

**Readfield Cross Culvert Quote Form:**

Contractor's name: \_\_\_\_\_

Address of business: \_\_\_\_\_

Names of principals: \_\_\_\_\_

Base quote for Cross Culvert services:

- Luce Road: \_\_\_\_\_

Addenda receipt acknowledgement: \_\_\_\_\_

This Quote is made without any connection with any other Contractor making any quote for the same Services; and that no person acting for or employed by the Town is directly or indirectly interested in the Quote or any agreement which may be entered into to which the Quote relates or in any portion of the profits therefrom.

**Signed and dated:** \_\_\_\_\_

The Town reserves the right to waive any informality in quotes, to accept any quote and to reject any or all quotes, should it be deemed in the best interest of the Town to do so.

EXHIBIT 1.

**SERVICES AGREEMENT**

**Cross Culvert Installation**

THIS AGREEMENT is made this \_\_\_\_ day of October, 2015 by and between the Town of Readfield, a municipal corporation existing under the laws of the State of Maine and located in the County of Kennebec, State of Maine (hereinafter "OWNER") and \_\_\_\_\_ (hereinafter "CONTRACTOR").

The CONTRACTOR shall furnish all of the services and perform all the work as described in the Request for proposal for installation of a cross culvert on the Luce Road as issued on September 16, 2015 by the Town Manager, and shall do so in accordance with the Contractor's quote dated September \_\_\_\_,

The CONTRACTOR must maintain liability insurance, in the amount of \$400,000 per occurrence, for personal injury, death and property damage claims which may arise from operations under this agreement. The CONTRACTOR shall provide evidence of insurance or financial resources sufficient to satisfy the requirements of the Workers' Compensation Act.

The CONTRACTOR will provide to the TOWN a Certificate of Insurance naming the TOWN as an additional insured prior to the start of any work under this agreement. The TOWN disclaims any and all responsibility for injury or damages to the CONTRACTOR, its agents, or others at any time during this agreement.

The CONTRACTOR must be current in personal property tax payments to the respective municipality where the firm is located or provide a letter from the municipality stating the CONTRACTOR is in good standing related to tax payments.

The CONTRACTOR agrees to abide by the Town of Readfield's prohibitions against workplace violence, sexual harassment, and political activities in Readfield while working in Readfield.

The TOWN shall remit to the CONTRACTOR the total payment of \$\_\_\_\_\_. by the first warrant following satisfactory completion of all services. The TOWN reserves the right to withhold payment should it be determined that the CONTRACTOR has not performed the services required as stated in the SCOPE OF SERVICES.

Witness

Town

\_\_\_\_\_

By: \_\_\_\_\_

Teresa Shaw, Interim Town Manager

Witness

CONTRACTOR

\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

# **10. Fire Truck Timeline**



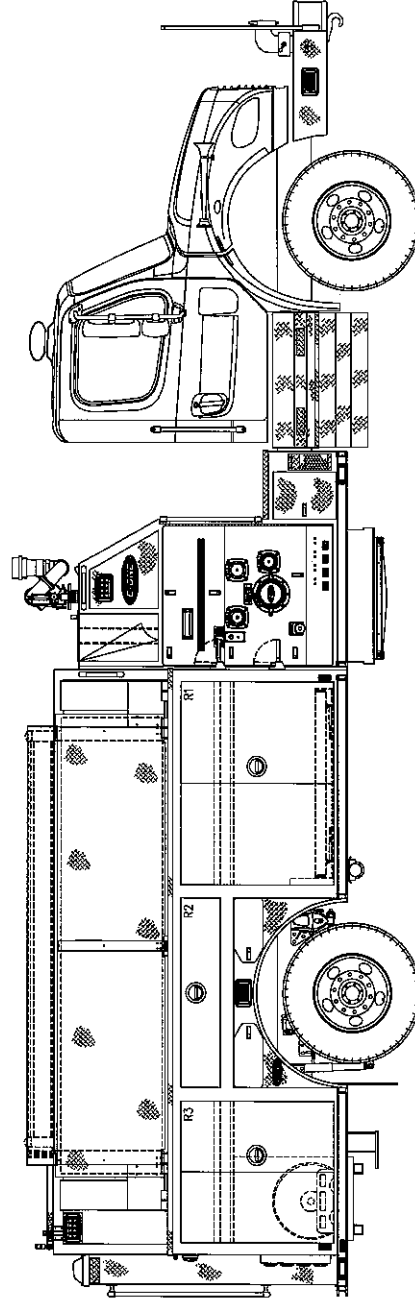


**COMMERCIAL 60 PUMPER**

**FREIGHTLINER M2 106 2DR CAB 4X2 CHASSIS**

THIS DRAWING IS FOR REFERENCE PURPOSES. ALL DIMENSIONS ARE  
SUBJECT TO MINOR VARIATIONS DUE TO MANUFACTURING PROCESSES.

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APPROVAL REVISIONS				
APPROVED	DATE	FOR/REVISION	BY	AS ISSUED
ASST	11-15-95	2011A W/MS	Y	REVISION
ASST	11-15-95	201	Y	REVISION
ASST	11-15-95	201	Y	REVISION

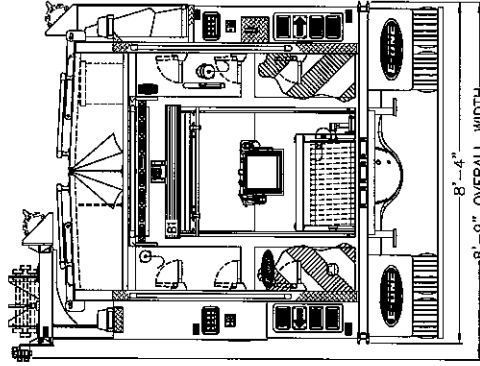


# READFIELD FIRE DEPARTMENT READFIELD, ME QUOTE 73093

COMMERCIAL 60 PUMPER  
 FREIGHTLINER M2 106 2DR CAB 4X2 CHASSIS

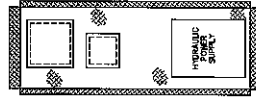
HOSE LOAD:		1000' OF 2.50" DJ		1000' OF 4.00" LDH	
1500 GPM HALF MAX PUMP		30 GALLON INTEGRAL "A" FOAM CELL			
COMP.	OPENING	INTERIOR DIMENSION			
L1	58W	59H	58W	59H	12D UPPER
L2	54W	25H	56W	26H	12D LOWER
L3	40W	59H	42W	25H	12D UPPER
R1	60W	46H	56W	12H	12D UPPER
R2	56W	12H	58W	50H	26D LOWER
R3	42W	46H	44W	30H	12D UPPER
B1	36W	47H	38W	30H	26D LOWER

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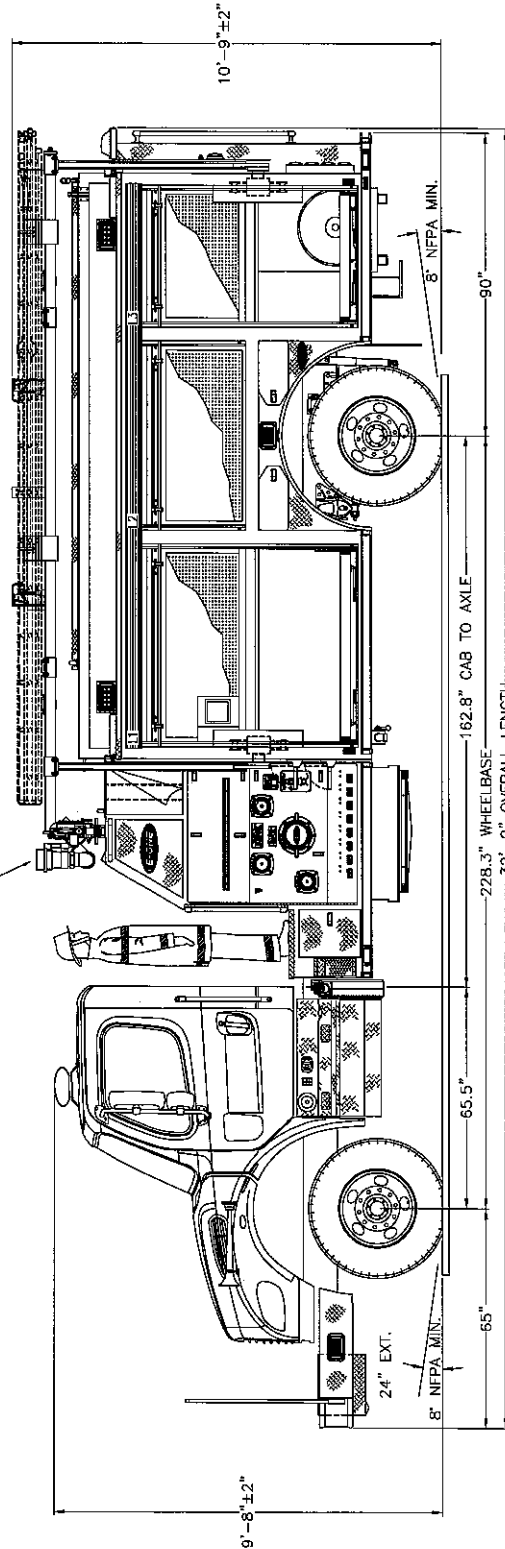


8'-9" OVERALL WIDTH

HOSE REEL HEIGHT  
 (FOR REFERENCE ONLY)  
 TO TAILEBOARD: 71"  
 TO GROUND: 85"



DEALER SUPPLIED  
 AND INSTALLED



32'-0" OVERALL LENGTH

228.3" WHEELBASE

162.8" CAB TO AXLE

90"

8" NFPA MIN.

10'-9" ±2"

65"

65.5"

24" EXT.

8" NFPA MIN.

DATE	BY	CHKD	APP'D
10/1/03	J. B. BROWN	J. B. BROWN	J. B. BROWN
10/1/03	J. B. BROWN	J. B. BROWN	J. B. BROWN
10/1/03	J. B. BROWN	J. B. BROWN	J. B. BROWN



# Fire Apparatus Quotation for: READFIELD FIRE DEPARTMENT

Quotation Number: 73095 Rev: 50

Unit Description: PMPR-COMM

Quote Description: Pumper, Commercial Chassis

Salesperson: OCHAMPAGNE

Salescode	Extended Description	Qty
<b>TESTING COMPLIANCE STANDARD</b>		
1001-0015	The E-ONE supplied components of the vehicle shall meet the requirements of NFPA 1901, 2009 edition.	1
<b>CHASSIS PREP</b>		
1020-0010	Comm Chassis Prep E-1 Supp-FL.	1
<b>BUMPERS</b>		
1160-0004	Stainless Steel 10" high front bumper. Requires extended front bumper.	1
1160-0010	1/8" Front Bumper Gravel Shield.	1
1160-0015	24" Front Bumper Gravel Shield Extension.	1
<b>BUMPER TRAYS</b>		
1150-0094	Hinged diamond plate lid for driver side bumper tray. Includes D-Ring latch and gas shock hold open.	1
1150-0118	Bumper tray driver's side with slats 14 inches deep (approx 13 inches to slats).	1
<b>WINCHES</b>		
1155-0005	Winch, Warn Series 12, 12,000 lb. with 125' 3/8" plated cable. Includes access door with quarter turn latch and spring hold open device. Locate: Mounted to the chassis frame extension centered at the front bumper area.	1
1155-0007-182	Winch control receptacle location: gravel shield officer's side.	1
<b>AXLE OPTIONS</b>		
1025-0045	Front axle for commercial chassis 16,000 lb. rating.	1
1025-0055	Rear axle for commercial chassis 31,000 lb. rating.	1
<b>WHEEL OPTIONS</b>		
1050-0007	Front axle wheel trim kit. Includes stainless steel lug nut covers (chrome plated	1

Salescode	Extended Description	Qty
<b>WHEEL OPTIONS</b>		
	plastic if applicable) and center cap with E-ONE logo. Note: Center cap will have an inspection port IPO a logo if equipped with Stemco oil seals.	
1050-0008	Rear axle (single) wheel trim kit. Includes stainless steel lug nut covers (chrome plated plastic if applicable) and center cap with E-ONE logo. E-ONE custom chassis w/steel wheels will have chrome plated plastic lug covers.	1
<b>TIRE OPTIONS</b>		
1060-0117	RWC AirGuard LED tire pressure monitoring valve stem caps (6) for single rear axle applications.	1
<b>AIR SYSTEM OPTIONS</b>		
1110-0004	Air tank drains w/pull cords.	1
1110-0010-277	Air inlet. To charge brake system. Commercial chassis only. Location: driver's door step area.	1
1110-0076	Dual Stuttertone hood mounted air horns with driver and officer foot switches to be supplied and installed by Freightliner.	1
<b>ENGINES &amp; TRANSMISSIONS</b>		
1200-0137	Electronic speed limiting set to 60 MPH.	1
1200-0257	Freightliner Cummins ISL 350 HP 2013 EPA engine.	1
<b>CHASSIS OPTIONS</b>		
1680-0011	Tow eyes rear below body, painted.	1
1680-0042	Tow hooks front painted in the down position.	1
1680-0110	Chassis Trim Package for a (2) door Freightliner M2 series.	1
1680-0235-R01	The batteries to be located under left hand side of cab.	1
1680-0269	On-Spot tire chain to be supplied and installed by commercial chassis supplier. Requires engineering review and approval if less than 180" WB.	1
<b>CAB MODEL</b>		
1500-0008	Two door Freightliner M2 106 4x2	1
<b>CAB BADGE PACKAGE</b>		
1610-0000	Cab and body to have applicable E-ONE logos.	1
<b>CAB DOOR OPTIONS</b>		
1550-0177-000-J7	Red/Fluorescent Yellow Green Reflexite V98 striping positioned in the "A" formation located on the cab door panels.	1

Salescode	Extended Description	Qty
<b>MISC EXTERIOR CAB OPTIONS</b>		
1675-0007	Diesel fuel only label.	1
1675-0157	The exterior lower rear of the commercial cab to have a diamond plate overlay. For use with a top mount application.	1
<b>SEATS</b>		
1685-0012	Seating capacity tag of two occupants.	1
<b>MISC INTERIOR CAB OPTIONS</b>		
1685-0073	Control lanyard Y type or dual single pull as applicable for air horns on a commercial chassis.	1
1685-0206	Center control console. Locate in cab between driver and officer. Includes area for NFPA siren, electrical, and in-cab controls (as applicable) switching.	1
<b>CAB ELECTRICAL OPTIONS</b>		
1750-0024-277-04	Auto-Eject receptacle inlet 20 amp located driver's door step area with a Yellow cover.	1
1750-0047	The chassis shall be pre-wired for installation of tire chains.	1
1750-0344	Battery charger E-ONE LPC 40. 120 volt inlet, 40 amp output.	1
<b>BODY COMPT LEFT SIDE</b>		
161091	2-arm ladder rack on driver side. The ladder rack includes amber lights on each end to visually indicate when the rack is in motion. Restricts the top folding step (if optioned) from closing completely. Includes mounting bracket (if required, matching rear compartment face or compartment wrap finish) for components mounted on rear compartment face.	1
3100-0128	Driver side body with full height 60" wide forward and 42" wide rearward compartmentation. Includes (1) 56" wide compartment over the wheel well.	1
<b>BODY COMPT RIGHT SIDE</b>		
3120-0227	Officer 3/4 side body with full height 60" wide forward and 42" wide rearward compartmentation. Includes (1) 56" wide compartment over the wheel well.	1
<b>BODY COMPT REAR</b>		
3110-0005	Full Height Rear Compartment. Includes smooth plate panels.	1
3110-0035	Upper rear compartment depth to be approximately 25" deep.	1
3110-0198	B1 floor to be recessed as applicable to allow for booster reel and or dealer installed equipment to be located below newton dump/applicable dump without interference.	1
3340-0117	Bolt-on diamond plate 12" tailboard (full width of body). Includes (2) squared off	1

Salescode	Extended Description	Qty
<b>BODY COMPT REAR</b>		
	beavertails (no stanchions) with removable outer panels and handrails- (2) vertical on trailing edge of body and horizontal (as applicable) mounted handrail(s) below hosebed.	
<b>DOORS</b>		
169664	Additional roll up door stop latches (PR) shall be mounted at a raised location aligned just above the dump. The raised latches/hooks shall not be included as part the door ajar circuit. Location(s): just above the dump for the door to be at the top of the dump.	1
3300-0017-004	Door roll up short (up to 45") with satin finish ROM. Location(s): L2.	1
3300-0019-003	Door roll up tall (greater than 45") with satin finish ROM. Location(s): L1.	1
3300-0019-005	Door roll up tall (greater than 45") with satin finish ROM. Location(s): L3.	1
3300-0019-027	Door roll up tall (greater than 45") with satin finish ROM. Location(s): B1.	1
3300-0025-016	Door single horizontal hinged drop down painted. Location(s): R2. Door(s) will have chain hold open devices.	1
3300-0066-003	Drip pan for a ROM roll-up door (EA). Location(s): L1.	1
3300-0066-004	Drip pan for a ROM roll-up door (EA). Location(s): L2.	1
3300-0066-005	Drip pan for a ROM roll-up door (EA). Location(s): L3.	1
3300-0066-027	Drip pan for a ROM roll-up door (EA). Location(s): B1.	1
3300-0168-015	Door double 3-point vertical hinged w/rotary latches - painted. For use with compartments up to 50" high. Location(s): R1.	1
3300-0168-017	Door double 3-point vertical hinged w/rotary latches - painted. For use with compartments up to 50" high. Location(s): R3.	1
<b>SHELVES</b>		
3370-0025-099	Permanent shelf. Locate in L1 at offset (above extrusion if applicable).	1
3370-0025-100	Permanent shelf. Locate in L3 at offset (above extrusion if applicable).	1
3370-0025-101	Permanent shelf. Locate in R1 at offset (above extrusion if applicable).	1
3370-0025-102	Permanent shelf. Locate in R3 at offset (above extrusion if applicable).	1
<b>TRAYS / TOOLBOARDS</b>		
3380-0036-004	Fixed back wall mounted peg toolboard. Toolboard to be spaced off wall a half inch. Location(s): L2.	1
3380-0036-070	Fixed back wall mounted peg toolboard. Toolboard to be spaced off wall a half inch. Location(s): L1 upper.	1
3380-0036-072	Fixed back wall mounted peg toolboard. Toolboard to be spaced off wall a half	1

Salescode	Extended Description	Qty
<b>TRAYS / TOOLBOARDS</b>		
	inch. Location(s): L3 upper.	
3380-0076-003	Tray, floor mounted roll-out with gas spring. 500 lbs. capacity. Location: L1.	1
3380-0076-005	Tray, floor mounted roll-out with gas spring. 500 lbs. capacity. Location: L3.	1
3380-0076-015	Tray, floor mounted roll-out with gas spring. 500 lbs. capacity. Location: R1.	1
<b>COVERS</b>		
169665	TM control panel black vinyl cover. Includes upper twist locks and velcro front, side and bungee cords on bottom.	1
169666	Trivantage aluminum hooks (item # 239100) to be used on top mount cover bottom flap IPOS stainless steel.	1
3305-0003	Single diamond plate cover for the crosslay area. Includes applicable grab handle(s) and (2) hold downs. Non-aerial applications to be tagged as a non-stepping surface.	1
3305-0005	Crosslay cover to be hinged rearward.	1
3305-0022-000-13	Vinyl rear cover for diamond plate hose bed cover. Color: Black.	1
3305-0024-000-13	Vinyl Black side covers for diamond plate crosslay cover.	1
3305-0119	Hold open device(s) for aluminum crosslay (single or bi-fold) cover. Locate as required based off options on module.	1
3305-0219	(2) piece light weight aluminum hose bed cover. Includes center hose bed divider with notched rear (as applicable), fill tower(s) access door(s) (as applicable), gas shocks, positive hold opens/hold closed at rear, (2) grab handles front and (2) hand rails rear.	1
3305-0290	Trivantage aluminum hooks (item # 239100) to be used on crosslay and hosebed cover end flaps IPOS stainless steel.	1
<b>PUMP MODULE</b>		
3130-0167	Pump module to be 76" wide (side to side). Includes upper, lower, crosswalk, speedlay and transverse module(s) if applicable.	1
3130-0524	Top mount pump module with 20" walkway. Extruded aluminum with runningboards.	1
3130-0532	Pump panel opening is 39" wide. Pumper / tanker only.	1
3130-0540	Pump module height is 80". Pumper / tanker only.	1
<b>PUMP PANELS</b>		
3134-0015	Stainless steel TM control panel, driver and officer side pump panels.	1
3134-0026	Pump panel support angles. Locate up to (3) horizontal mounted as required on interior side of the main vertically hinged pump panel(s).	1

Salescode	Extended Description	Qty
<b>PUMP PANELS</b>		
3134-0144	Driver and officer side pump panels to be vertical hinged on forward extrusion. Panels to be (2) pieces with upper panel secured in the closed position with push button latches. Upper panels to be held open with gas shock.	1
<b>MISC PUMP PANEL OPTIONS</b>		
4460-0003	Pump panel tags color coded per NFPA compliance.	1
4460-0009	Pump panel tags, special color. (Must specify.)	1 tbd
4460-0010	Pump panel tags - Special label. (Must specify.)	1 tbd
4460-0087	Hose reel blow-out, with Innovative Controls 1/4" valve w/1/4 turn handle.	1
<b>PUMP MODULE OPTIONS</b>		
3136-0000-372	Air horn switch at pump panel. Switch to be labeled "Evacuation Alert". Location: top mount control panel.	1
3136-0006	Two (2) pump compartment heaters are to be mounted in the pump area. Locate as low as possible.	1
3136-0011	P-Rubber in flex joint(s) between pump module and/or body modules.	1
3136-0048	Notched crosslay divider(s) on both ends for preconnect line(s) nozzle end storage with NFPA cover(s) in closed position.	1
3136-0058	E-ONE logo mounted one each side on pump module/preconnect panels. Logos to be sized as applicable to available space on panels.	1
3136-0064	Heat pan. The lower area of the pump compartment to have a four (4) sided heat pan with two (2) removable (side to side) bottoms. Bottoms to be secured in the closed position with butterfly latches.	1
3136-0142	Crosslay triple 4.25/4.25/5" wide single stack to hold up to 200' of 2.0" DJ (each) in front lays and 150' to 200' of 2.5" DJ hose in rear lay.	1
3136-0146	Compartments for TM walkway (PR). Includes hinged door each side with push button latch and LED compartment light. Requires TM pump module with walkway.	1
<b>WATER TANK</b>		
171127	Fill tower locations. Water fill tower to be located officer side of hosebed, Foam "A" fill tower to be inboard of the Water fill tower.	1
4010-0182	1530 Gallon "T" Water Tank. UPF Poly III color fill towers. Note: Any foam cell(s) and/or storage options through the tank will reduce the overall water capacity.	1
<b>WATER TANK OPTIONS</b>		
4020-0004	Newton dump mounting plate.	1
4020-0041	Additional Dump valve/extension switching location in Cab accessible to driver.	1



Salescode	Extended Description	Qty	
<b>TANK PLUMBING</b>			
4020-0025	Rear tank dump. Includes stainless steel assembly with electric actuated valve and integral electrical extension chute.	1	
4020-0026-M10	Dump valve/extension switching location. For use with electric single or triple dump and/or electric extension applications. Switch(s) location: (1) driver and (1) officer side outboard side of beavertails/body.	1	
4450-0010	2" tank fill Akron manual valve.	1	
4450-0012	1.5" tank drain Akron manual valve.	1	
4450-0119	3" tank to pump Akron manual valve w/4" tank connection.	1	
4450-0165-199	3" rear direct tank fill. Includes swing handle control, swivel with droop and plug with retainer. Located to officer's side of the rear body.	1	
<b>FOAM TANK</b>			
4100-0033-590-16	30 gallon integral foam tank for Class A foam. UPF Poly III Green fill tower. Foam tank capacity will reduce the water tank capacity.	1	
<b>LADDER STORAGE / RACKS</b>			
3365-0025-517	Attic ladder mounting brackets (PR). Locate outboard side of ladder rack.	1	
3365-0033-696	Recessed pike pole storage compartment located between officer side upper and lower. Compartment sized to store (2) pike poles.	1	
3365-0049	Brand of ladders capable of being carried on unit to be Alco-Lite.	1	
3365-0080	2-Arm Ladder Rack to have a sanded finish.	1	
3365-0082-685	Hydraulic Power Supply for E-ONE 2-Arm Ladder Rack. Location: driver side of hose bed storage pan.	1	
3365-0087-Z71	The length of ladders capable of being stored shall be the following: 24' 2-section, 14' roof ladder and 10' attic ladder w/shoes.	1	
3365-0184-199-L3	Zico hydraulic drop down portable tank rack. Rack located to officer's side of body. Rack sized for 2100 gallon aluminum frame portable tank. The control switching to be located on the side pump panel with the rack being in full view of the operator during operations.	1	
3365-0187	Zico drop down rack to have diamond plate cover between outboard rack assemblies.	1	
3365-0343	Hard suction hose storage tray. Locate on top of Zico drop-down portable tank rack.	1	
3380-0021	Hard suction hose storage tray. Locate on inboard side of overhead ladder rack. Includes (2) securing straps.	1	
<b>HANDRAILS / STEPS</b>			
3330-0073	Step rear intermediate. Locate above B1, includes handrail (in place of horizontal	1	

Salescode	Extended Description	Qty
<b>HANDRAILS / STEPS</b>		
	hosebed handrail).	
3330-0103	Dual lighted LED folding steps rear NFPA. Includes folding steps on driver side (staggered stepped as applicable with tailboard depth) for NFPA hosebed access and handrail mounted on driver side upper hosebed side (as applicable).	1
3330-0104	Dual lighted LED folding steps rear NFPA. Includes folding steps on officer side (staggered stepped as applicable with tailboard depth) for additional hosebed access and handrail mounted on officer side upper hosebed side (as applicable).	1
3330-0105-060	Dual lighted LED folding step. Location: officer side front compartment face. Each location requires a minimum of (1) handrail per NFPA.	2
3330-0105-062	Dual lighted LED folding step. Location: driver side front compartment face. Each location requires a minimum of (1) handrail per NFPA.	2
<b>MISC BODY OPTIONS</b>		
3090-0003	OAH RESTRICTION. The unit has an overall height restriction. The height is not to be exceeded (unloaded height).	1 11ft. 0in.
3090-0004	OAL. Unit has no overall length restrictions.	1
3090-0006	The hose bed is to have the capacity for the following hose. Hose load shall be listed from driver to officer.	1 Lay 1 - 800 ft. of 2.50 DJ Lay 2 - 1000 ft. of 4.00 LDH Estimated Weight - 1606 lbs.
3340-0004	Hosebed above the booster tank. Includes forward hosebed and tower(s) cover plate work (as applicable). Hosebed adjustable divider extrusion rearward of the furthest tower is to run full width of the hosebed (as is practical with other hosebed mounted equipment).	1
3340-0015	Diamond plate single axle wheel well. Includes bolt-on composite wheel well liners and aluminum trim fenderettes.	1
3340-0035	Divider Long. To run full length of hose bed (front to rear).	1
3340-0049	Hosebed storage pan. Locate in forward area of hosebed.	1
3340-0079	Locate Tank Fill Tower(s) in the hose bed storage pan as applicable.	1
3340-0089-000-13	Turtle Tile Brand Black Floor Matting covering all applicable Compartment Floors, Shelves, and Rollout Trays.	1
3340-0093	Mud flaps, rear, black with E-ONE logo.	1
3340-0110	The rear of each hose bed divider to have a hand hold cut-out(s).	1
3340-0145	Rub rail for the body and pump area module(s).	1
3340-0681	Body mainframe layout line to be 24". Includes body and all applicable modules.	1
3340-0907	Body mainframe and hosebed side assemblies for a 88" high body.	1
<b>SCBA BOTTLE STORAGE</b>		

Salescode	Extended Description	Qty
<b>SCBA BOTTLE STORAGE</b>		
3320-0018	SCBA Bottle Storage. (8) Fire Shopp SCBA bottle storage with hinged doors with push button latches. (4) officer side and (4) driver side in wheel well area.	1
3320-0100	Strap(s), loop style to retain SCBA bottle(s). Locate one per bottle in each exterior storage compartment.	8
<b>PUMPS</b>		
4005-0016	Hale QMAX 1000-2250 GPM single stage pump.	1
4005-0031	Rating 1500 GPM.	1
<b>PUMP CERTIFICATION</b>		
4475-0000	Pump certification 750-2250 GPM	1
<b>PUMP OPTIONS</b>		
4015-0008	Zinc anodes for Hale pump (PR), (1) discharge side and (1) intake side.	1
4015-0016	Thermal relief valve, Hale TRVL-120.	1
4015-0018-340	Valve Inlet MIV-E - Hale. Location: 5 in. front intake.	1
4015-0029	Hale pressure relief valve.	1
4015-0037	Engine throttle, vernier.	1
4015-0038	Pump seal packing for Hale pump.	1
4015-0047-340	Additional Hale Primer Valve. Located: 5 in. front intake.	1
4015-0053-198	Steamers to be Flush + 1". Location: driver's side.	1
4015-0053-199	Steamers to be Flush + 1". Location: officer's side.	1
4015-0056	Air operated master pump drain (upgrade).	1
4015-0209	Hale Fluid Primer IPOS.	1
<b>INTAKES</b>		
4440-0004-202	2.5" side suction top mount control handle Akron manual valve. Location: driver side pump panel.	1
4440-0004-203	2.5" side suction top mount control handle Akron manual valve. Location: officer side pump panel.	1
4440-0014	5" front intake without valve.	1
<b>INTAKE OPTIONS</b>		
4445-0004	Front intake swivel 5" polished chrome.	1
4445-0009	Intake relief valve, Akron.	1

Salescode	Extended Description	Qty
<b>DISCHARGES AND PRECONNECTS</b>		
4415-0012-654	1.5" Crosslay with Akron manual valve. Location: crosslay 1 & 2.	2
4415-0014-582	2.5" Left Pump Panel Discharge Akron Manual Valve. Location: left side discharge 2.	1
4415-0016-584	2.5" Right Pump Panel Discharge Akron Manual Valve. Location: right side discharge 2.	1
4415-0022-350	2.5" Left Rear Discharge Akron Manual Valve. Location: left rear discharge.	1
4415-0033-581	3" Left Pump Panel Top mount Discharge Akron Manual Valve (Waterous pumps noted location to be forward lower port). Location: left side discharge 1.	1
4415-0034-583	3" Right Pump Panel Discharge Akron Manual Valve (Waterous pumps noted location to be forward lower port). Location: right side discharge 1.	1
4415-0041	3" Deck Gun Discharge, Akron manual valve.	1
4415-0058-655	2.5" Crosslay Akron Manual Valve. Location: crosslay 3.	1
4417-0106-L65	Deck gun piping to be positioned centered in deck gun channel.	1
<b>DISCHARGE OPTIONS</b>		
4417-0176	Innovative Controls 3/4" bleeder/drain valve include lift lever with ergonomic grip.	9
4417-0182	TM Valve controls to be Innovative Controls T-handles with grip activated lock.	14
4417-0186	Innovative Controls discharge and intake bezels with color code and verbiage for top mount pump panel.	1
<b>BOOSTER REEL</b>		
4405-0044	Booster Reel. Reel to have capacity of 200' of 1" (not included). Includes rewind switch on officer side wall adjacent to reel. Locate rear body compartment.	1
4405-0047	Drop down booster reel mounted roller assembly. For use with rear compartment mounted booster reel.	1
<b>GAUGES</b>		
4435-0083	Innovative Controls 10 LED SL series water tank level gauge. On pump panel.	1
4435-0084	Innovative Controls 10 LED series foam tank level gauge. On pump panel.	1
4435-0085-230	Innovative Controls 10 LED SL series tank level water gauge, additional. Location: officer rear.	1
4435-0179	Deluxe engine gauge package with fuel, and transmission temp. gauge built into the tach gauge display at the pump operator's panel.	1
4435-0244	2.5" Innovative Controls brass case pressure gauge (0-400) with color code bezel.	9
4435-0254	4" Innovative Controls brass case master pressure gauges with bezel, Intake	1

Salescode	Extended Description	Qty
<b>GAUGES</b>		
	30-0-400, and discharge 0-400.	
<b>FOAM SYSTEMS</b>		
4430-0019	2001 Hypro/FoamPro foam system.	1
4430-0079	The foam system performance shall be tested and certified in compliance with 2009 NFPA 1901.	1
<b>FOAM SYSTEM OPTIONS</b>		
4432-0053-350	Foam system plumbed to left rear discharge.	1
4432-0053-556	Foam system plumbed to 1.5 first crosslay.	1
4432-0053-557	Foam system plumbed to 1.5 second crosslay.	1
4432-0053-560	Foam system plumbed to first 2.5 crosslay.	1
4432-0053-568	Foam system plumbed to booster reel B1 compartment.	1
4432-0061-282	FoamPro foam system refill. Includes clear hose wand (ship loose). Controller and connection port located driver's side pump panel.	1
<b>ELECTRICAL SYSTEMS</b>		
5010-0036	V-MUX Electrical system for pumper / tanker / rescue.	1
5010-0053	Vehicle data recorder for commercial cab - 2009 NFPA compliant. Includes occupant detection shown in multiplex display.	1
5010-0055-813	Vista IV display for V-MUX electrical system. Location: center console.	1
<b>LIGHT BARS</b>		
5300-0021	Light bar Federal Signal JetSolaris 60" LED. Red Solaris reflectors with clear domes. NFPA compliant. Does not require 2 addl side facing bars. Location: Centered on the front cab roof.	1
<b>WARNING LIGHT PACKAGES</b>		
5550-0069	Flash rate for Federal QuadraFlare LED lower level warning lights to be set at pattern 5, (150 DFPM).	1
5550-0192-535	Federal Signal QuadraFlare LED lower level warning light package. Includes (8) QL64XF-R LED light heads with bezels and (2) IMPAXX LED model IPX302-4 light heads. Locate side facing lights: at forward most position, centered in rear wheel well, and side facing at rear of body in rubrail if equipped.	1
<b>WARNING LIGHTS</b>		
5600-0105-170	Hazard (door ajar) light 2" LED. Location: center overhead.	1
5600-0331-479	Federal Signal Vision LED rotating beacons model VSLR-R with red LED warning	1

Salescode	Extended Description	Qty
<b>WARNING LIGHTS</b>		
	light(s) and red lenses (Requires additional rear facing warning lights for NFPA compliance). Location: rear upper body on aerial style brackets.	
<b>DIRECTIONAL LIGHT BARS</b>		
5310-0012	Diamond plate shield over rear directional light.	1
5310-0020-B13	Directional light bar control is to be located in the center console.	1
5310-0025	Directional light circuit wiring through upper level warning.	1
5310-0044	Light bar Federal Signal Master Viper EXT LED 42" with 8 lights.	1
<b>SIRENS</b>		
5500-0009	Federal PA300 electronic siren recessed mounted.	1
5500-0024-B13	The electronic siren control is to be located on the center console.	1
<b>SPEAKERS</b>		
5510-0029-209	Speaker, Federal Signal Dynamax ES100 with "E-ONE" grille through bumper. Location: driver side front bumper.	1
5510-0029-211	Speaker, Federal Signal Dynamax ES100 with "E-ONE" grille through bumper. Location: officer side front bumper.	1
<b>DOT LIGHTING</b>		
5150-0017	License plate light LED with chrome housing located at the rear of the body.	1
5150-0022	Marker light LED body package. Commercial pumper bodies only.	1
5150-0058	Federal Signal QuadraFlare LED vertical mount tail lights. Includes LED stop/tail, arrow turn and back-up lights with vertical Cast 4 housing and weatherproof connectors.	1
<b>LIGHTS - COMPARTMENT, STEP &amp; GROUND</b>		
5380-0077	Compartment light package Amdor Luma-Bar LED for medium bodies. Includes one light per compartment (two if transverse).	1
5380-0200	Ground light package EON LED - small.	1
5380-0281	Light recessed step TecNiq T440 4" LED. Locate one each side of top mount walkway.	1
<b>LIGHTS - DECK AND SCENE</b>		
161095	Federal Signal model 64LEDSCENE LED scene light (PR) with diamond plate mounting box and weatherproof connectors. Includes switch accessible to driver (driver and officer side lights switched separately). Location: driver side forward and rearward compartment top outboard, officer side forward and rearward	2

Salescode	Extended Description	Qty
<b>LIGHTS - DECK AND SCENE</b>		
5390-0007	upper body corner. Deck/scene light circuit wiring through chassis reverse. Requires rear deck or scene light.	1
5390-0173-396	Federal Signal model 64LEDSCENE LED scene light (PR) with weatherproof connectors. Includes switch accessible to driver (driver and officer side lights switched separately). Locate (1) each side rear compartment face up high.	1
<b>LIGHTS - NON-WARNING</b>		
5400-0003	Engine compartment light (EA).	1
5400-0010	Incandescent pump compartment light (EA).	1
5400-0031	Pair of Cab Dome Large Lights mounted driver and officer side front. N/A on E-One Chassis. Required on Comm Chassis.	1
5400-0109-372	Weldon LED pump panel light - additional (EA). Location: top mount control panel.	1
5400-0139	Pump panel LED light package for top mount. Includes (12) TecNiq EON lights with S/S housings, (6) for TM panel and (3) each side for lower side intake / discharge panels. Includes S/S light shields for side panels.	1
<b>CAMERAS / INTERCOM</b>		
5350-0060	Diamond plate camera shield.	1
5350-0070	Voyager back-up camera. Video displays automatically when transmission is in reverse. Camera only - does not include monitor.	1
<b>MISC ELECTRICAL</b>		
1750-0082-663	12V power distribution module. Includes (6) battery hot and (6) switched hot circuits. 100 amps max (IATS). Location: L1 high on forward wall.	1
1750-0082-762	12V power distribution module. Includes (6) battery hot and (6) switched hot circuits. 100 amps max (IATS). Location: behind officer's seat.	1
5110-0017	Back-up alarm 97 dB.	1
5110-0065	Lighted bumper guide (PR). Bores model 848211 located (1) each side of front bumper extension.	1
<b>BREAKER BOXES</b>		
5200-0000-477	Breaker box 8 place single phase. Includes main breaker. Note: Main breaker occupies 2 places leaving 6 available. Locate L1 back wall above offset forward area.	1
<b>LIGHTS - QUARTZ</b>		
5450-0154-409	Fire Research Evolution 12V LED scene light model FCA510E-V15-SW with	1



Salescode	Extended Description	Qty
<b>LIGHTS - QUARTZ</b>		
	internal pull-up pole. Includes switch accessible to driver. Location: driver side of pump module rearward of TM control panel.	
5450-0154-410	Fire Research Evolution 12V LED scene light model FCA510E-V15-SW with internal pull-up pole. Includes switch accessible to driver. Location: officer side of pump module rearward of TM control panel.	1
<b>ELECTRIC CORD REELS</b>		
5130-0001-726	Cord reel electric with 200' of 10/3 black cable. Locate inside officer side pump module area.	1
5130-0009-726	Cord connector. Daniel Woodhead 3 wire NEMA L5-20 twist lock female located on cord for reel in inside officer side pump module area.	1
5130-0022-821	Cord reel rollers mounted through panel. Location(s): officer side pump module in line with reel.	1
5130-0024-203	Electric cord reel rewind switch. Switch located officer side pump panel.	1
<b>MISC ELECTRICAL 110V</b>		
5050-0019-003	Inverter prewire for dealer/customer supplied and installed 3KW inverter. Includes 12 volt wiring and A/C cabling to breaker box. Prewire to L1.	1
<b>ELBOWS</b>		
7400-0004	Elbow 30 degree chrome swivel w/2.5"FNST x 2.5"MNST.	3
<b>ADAPTERS</b>		
7200-0023	Swivel Connector 3" FNST x 4" Storz 30 Degree Elbow with Tethered Cap.	2
<b>HOSE / NOZZLES</b>		
7700-0023	Booster Hose 100' x 1" Reeltex (Each) Niedner Reeltex fabric booster hose with couplings.	2
7700-0028	Elkhart 1" Pistol Grip Nozzle	1
<b>GROUND LADDERS</b>		
7800-0002	Alco-Lite FL-10, 10' folding ladder without shoes.	1
7800-0010	Alco-Lite PRL-16' roof ladder.	1
7800-0021	Alco-Lite PEL-28' extension ladder.	1
<b>MISC LOOSE EQUIPMENT</b>		
7600-0037	Wheel Chocks Aluminum Zico AC-32 with mounting brackets.	1
7900-0014	DOT Required Drive Away Kit - Kit includes three (3) triangular warning reflectors with carrying case. This kit is for the end user and is to remain with the truck.	1



Salescode	Extended Description	Qty
<b>MISC LOOSE EQUIPMENT</b>		
7900-0158	Junction box Circle-D with (2) 15 amp straight blade and (2) 20 amp twist lock receptacles. Includes 3' pig tail with 20 amp twist lock connector.	1
<b>EXTERIOR PAINT</b>		
8100-0071	Undercoating E-ONE.	1
8100-0087	Paint Sample Spray Out - Dealer is responsible for returning written approval prior to order release. Two-tone cab color.	1
8100-0089	All applicable pump/pre-connect application modules are to have a sanded finish (not painted job color). Includes upper and lower pump modules, crosswalk module and/or speedlay/pre-connect module (as applicable). Rear mounted body/pump module to be painted job color.	1
8100-0097	Paint the pump job color.	1
8100-0103	Paint Break 065-370 M2.	1
8100-0116	Rear body surface to have a sanded finish (not painted job color). Includes hinged doors that do not have discrete sales codes and removable panels.	1
8100-0182-000-29	Paint Body - Small - For Pumps, Rear Mounts, S/A Tankers/Wetsides and Rescues. Sikkens paint. Color: FLNA3284 Red.	1
8100-0182-000-04	Paint Body - Small - For Pumps, Rear Mounts, S/A Tankers/Wetsides and Rescues. Sikkens paint. Color: FA90:EP RED.	1
8100-0443-000-29	Freightliner cab paint (by chassis OEM). Paint to match FLNA3284 Red.	1
8100-0443-000-04	Freightliner cab paint (by chassis OEM). Paint to match FA90:EP RED.	1
8100-0444-000-18	Freightliner cab two tone. Upper paint color FLNA4006 White	1
<b>LETTERING</b>		
8200-0022	Shade and outline for lettering.	100
8200-0023	Lettering Instructions:	1
8200-0047	Sign Gold Letter (Each) - 4"	100
<b>STRIPING</b>		
8300-0003-859-12	NFPA Scotchlite Stripe - 6" wide and straight on front/sides of cab and sides/rear of body. Color: White. Location: bottom of stripe flush with bottom of cab and straight back.	1
8300-0042	White rubrail scotchlite insert.	1
8300-0274-000-37	Chevron "A" style 6" Reflexite V98 striping full width on rear of body. Includes rear facing extrusions, panels and doors. Colors to be Red/Fluorescent Yellow Green.	1

Salescode	Extended Description	Qty
<b>WARRANTY / STANDARD &amp; EXTENDED</b>		
9100-0000	Standard 1 Year Warranty.	1
9100-0004	10 Year/100,000 Mile Structural Warranty for Alum Cab / Body - Statement of Warranty.	1
9100-0005	10 Year Stainless Steel Plumbing Warranty - Statement of Warranty.	1
9100-0019	10 Year Limited Paint and Perforation Warranty - For Sikkens Paint.	1
<b>SUPPORT, DELIVERY, INSPECTIONS AND MANUALS</b>		
9300-0009	Manuals, Operator and Service CD-ROM.	1
9300-0010	Approval Drawings	1
9300-0012	Pump panel approval drawings.	1
9300-0316	Fire Apparatus Safety Guide published by FAMA, latest edition.	1
<b>Dealer Supplied Equipment</b>		



# **11. Transfer Station Bin Covers**

**Teresa**

---

**From:** Spencer Gould [spencer@tb-ind.com]  
**Sent:** Tuesday, August 18, 2015 10:41 AM  
**To:** Teresa  
**Subject:** Re: Roll Off Covers Web Inquiry

You will need at least 6 feet of space off of the side of the container in order to allow enough room for the stand and an operator. The stand itself has 4 foot bases and would sit about a foot away from the container.

Thanks,

Spencer Gould  
TB Industries, Inc.  
P 763.428.2214  
F 763.428.2215  
[spencer@tb-ind.com](mailto:spencer@tb-ind.com)  
[www.rolloffcovers.com](http://www.rolloffcovers.com)

On 8/18/2015 9:27 AM, Teresa wrote:

Spencer,  
On the Cover –stand alone model...  
What is the dimensions between the can and back of the stand? Do you have a spec sheet?  
Teresa

---

**From:** Spencer Gould [<mailto:spencer@tb-ind.com>]  
**Sent:** Monday, August 17, 2015 4:55 PM  
**To:** Teresa  
**Subject:** Re: Roll Off Covers Web Inquiry

Teresa

I don't have an exact rating but we are located in MN and have had over 1.5 feet sitting on our covers at times without any problems. We do recommend clearing the snow off when possible and not letting it sit there for long periods of time.

The stand alone mounted Storm-Top cover is \$3640. The shipping would be the same as the removable Storm-Top.

Thanks,

Spencer Gould  
TB Industries, Inc.  
P 763.428.2214  
F 763.428.2215  
[spencer@tb-ind.com](mailto:spencer@tb-ind.com)  
[www.rolloffcovers.com](http://www.rolloffcovers.com)

On 8/17/2015 2:31 PM, Teresa wrote:

Spencer,  
Thank you for your email. How much of a snow load would this handle on top before collapsing?  
Could I also get the pricing for the cover that comes with a stand?

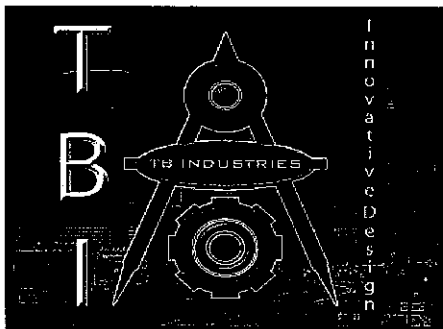
# TB Industries, Inc.

## 2015 ROLL OFF CONTAINER COVER PRICE LIST

Item	Description	Length	Quantity	Unit Price
<b>STORM-TOP</b>				
ST-3000-S	STORM-TOP standard roll off cover with permanent mount	Up to 23'	1	\$ 2,440.00
	Ships as a kit. Cover can be set up for length from 12' to 23'.			
<b>QUICK-COVER</b>				

This price list is for single units only. Please contact us for pricing on multiple units

**PRICES DO NOT INCLUDE SHIPPING**



### TB INDUSTRIES, INC.

5765 Quam Ave. NE  
 St. Michael, MN 55376  
 p. 763-428-2214  
 f. 763-428-2215  
[info@rolloffcovers.com](mailto:info@rolloffcovers.com)  
[www.rolloffcovers.com](http://www.rolloffcovers.com)

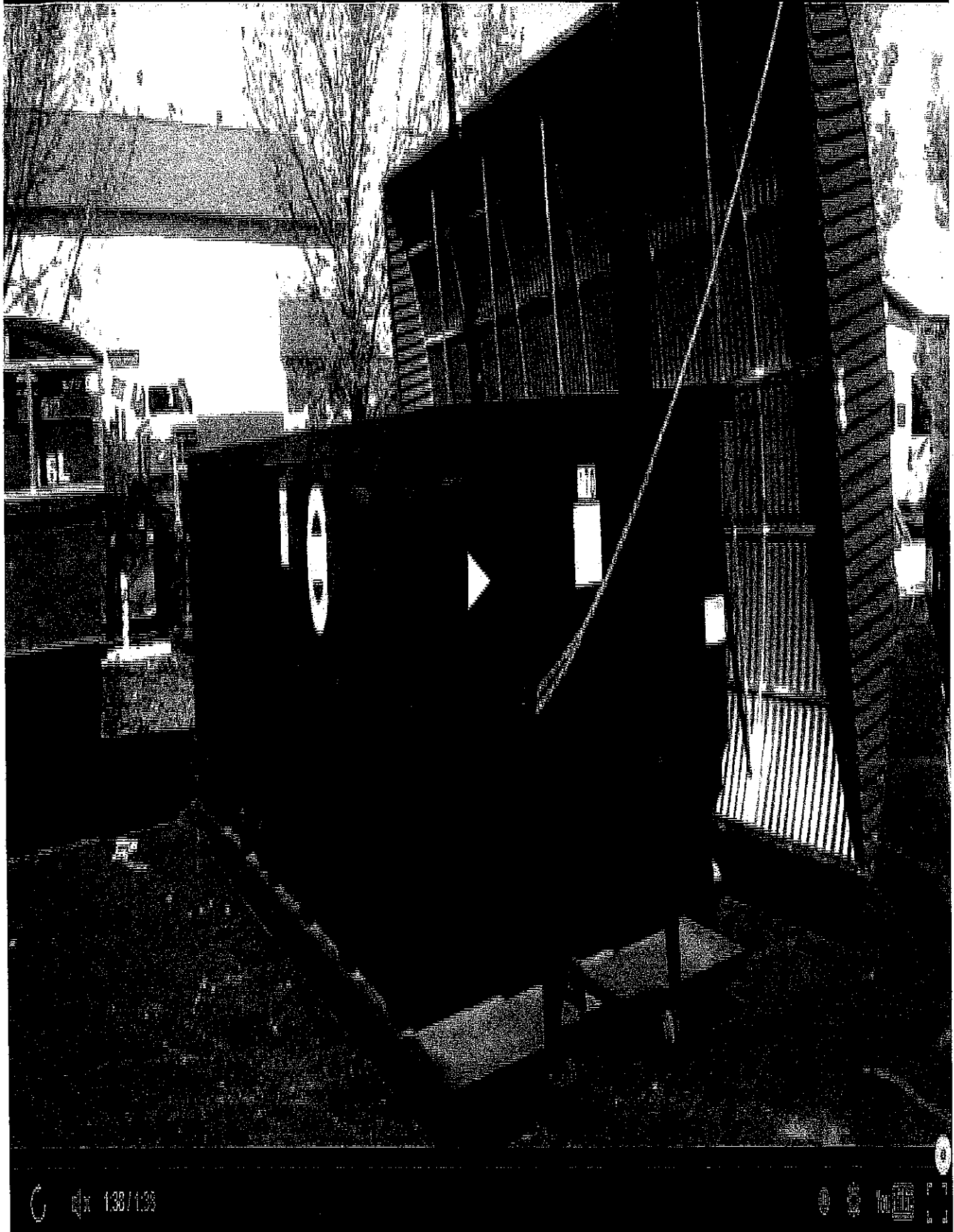
Spencer Gould

Paula (763) 428-2214

7280. For 2

3640 .each + 395. Shipping

STORM-TOP Easy to Use Roll Off Container Cover- Stand Alone Model





506 New Brooklyn Road, Williamstown, NJ,  
08094

PHONE: 800-220-3248 FAX: 856-629-3604

#### Quote Number

WQ-10000655

#### Sell To:

Customer Contact	Valorie Pomerleau	Ship To Name	Town of Readfield ME
Bill To Name	Town of Readfield ME	Ship To	8 Old Kents Hill Rd
Bill To	8 Old Kents Hill Rd		Readfield, ME 04355
	Readfield, ME 04355		USA
	USA		
Quote Contact Email	<a href="mailto:selectboard.vp@ne.twcabc.com">selectboard.vp@ne.twcabc.com</a>		
Quote Contact Phone	(207) 458-2124		

#### Quote Information

Salesperson	Bill Morin	Created Date	9/14/2015
Salesperson Email	<a href="mailto:bmorin@wastequip.com">bmorin@wastequip.com</a>	Expiration Date	9/28/2015
Salesperson Phone	(603) 498-4401	Quote Number	WQ-10000655
			Please Reference Quote Number on all Purchase Orders

Model	Product Description	Quantity	Sales Price	Total Price
220085	ROC Cover with Permanent Mount Length from 12' up to 23' - Customer to Install	1.00	\$2,440.00	\$2,440.00
2200XSO	Stand Alone Option for ROC Cover - Includes mounting frame to anchor to existing concrete slab or footings	1.00	\$1,350.00	\$1,350.00

Payment Terms	Net 30 Days if credit has been established	Subtotal	\$3,790.00
Shipping Terms	FOB Origin	Shipping and Handling	\$600.00
		Tax	\$0.00
		Grand Total	\$4,390.00

#### Special Instructions

Additional Special Instructions Ship cover direct to Readfield ME

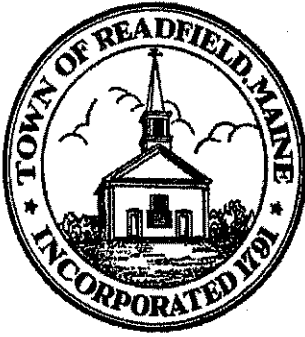
#### Additional Information

**Additional Terms** Our quote is a good faith estimate, based on our understanding of your needs. Subject to our acceptance, your Order is an offer to purchase our Products and services in accordance with the Wastequip Terms and Conditions, including our limited warranties, the terms of which are incorporated herein by reference, which constitutes the entire agreement between the parties. The Wastequip Terms and Conditions are available on our website at: <http://www.wastequip.com/terms-conditions.cfm>

Pricing is based on your anticipated Order, including product specifications, quantities and timing - any differences to your order may result in different pricing. Due to volatility in petrochemical, steel and related product material markets, actual prices, as well as freight, are subject to change and will be confirmed prior to acceptance of an Order. Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are



# **12. Automobile Graveyard Permits**



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

September 17, 2015

### Memorandum

To: Readfield Select Board  
From: Gary Quintal, Codes Officer  
Subject: Automobile Graveyard Permitting

I have completed the review of the three automobile graveyard applications and undertaken inspections of the yards. Scott Lucas, Cyrus Witcomb and Ken / Mark Edgecomb have well established operations and are in compliance with all state and local requirements. I am recommending that their renewals be approved with conditions. Cyrus Whitcomb has provided the required State of Maine documentation requested by the prior CEO and has continued to operate as Antique Auto Recycling. This request was due to requirements in state law that requires a demonstration by applicants that they are businesses either selling the cars or their parts.

The Thum property was issued a temporary 90 day permits last year with a condition to obtain either a recycler's permit or dealers permit in the time period as allowed in state law. He has not followed through with this requirement, but has submitted some documentation of over 12,000 lbs. of disposal to Casella Waste. The Code office has been working with Stephen Thum, son of the owner, for full compliance with the Readfield Land Use Ordinances. This effort has been voluntary and he has been cooperating with my request for cleanup. I have offered the Thum family a path to compliance and the rest is up to them.

**TOWN OF READFIELD**  
**2015-16**  
**AUTOMOBILE GRAVEYARD/JUNKYARD**

This permit is to an established **automobile graveyard, automobile recycling business and/or junkyard** and is subject to existing rules, regulations and any amendments that may be made thereto, under the provisions of MRSA Title 30-A, Sections 3751 to 3760 and the Town of Readfield Land Use Ordinance. A public hearing regarding this permit was conducted on September 21, 2015.

This permit is hereby approved by the Municipal Officials and granted upon condition that the automobile graveyard, automobile recycling business or junkyard does not violate any of the above Sections of Title 30-A, or any provisions of the Town of Readfield Land Use Ordinance, and complies with all conditions of approval imposed by the Municipal Officers as specified below.

**Owner's Name:** Scott Lucas  
**Business Name:** Lucas Auto Parts & Salvage  
**Location:** 283 Plains Rd. Road, Assesor's map 129 lot 014  
**Mailing Address:** 113 Plains Rd.  
**City/Town:** Readfield

This permit expires September 30, 2016 unless sooner revoked by the Municipal Officials.

Dated Approved September 21, 2015

Select Board Chair \_\_\_\_\_

Val Pomerleau

**Conditions of Approval:**

1. Site is to be available for inspection by the Town Officials and/or the CEO;
2. Owner/operator to comply with all applicable State regulation;
3. Road into yard to be maintained for emergency vehicle access;
4. Any expansion, change of use, or other modification to the application or site plan as approved requires prior approval from the Town of Readfield Select Board.
5. Licensee to comply with all guidelines described in the "Best Management Practices for Motor Vehicle Recycling" as published by the Maine Department of Environmental Protection, (September 2002, revised Aug. 2003).
6. For emergency protection, a ten (10) foot area around the exterior of the working garage must be kept clear of all debris.
7. **ALL** vehicles shall be logged showing, date aquired, date dismantled of hazards and so marked when stored in salvage yard, vehicles for resale/repair or waiting to be process to remove hazards shall be in one area only (not in salvage yard).
8. A log showing amount of tonage (all metals), gallons of liquid hazards, and other hazards shall be kept to show responsible transfer of recycled materials.

**Permit Number:** 15-129-14 issued by CEO

\_\_\_\_\_  
Gary Quintal

\_\_\_\_\_  
Date

**TOWN OF READFIELD**  
**2015-16**  
**AUTOMOBILE GRAVEYARD/JUNKYARD**

This permit is to an established **automobile graveyard, automobile recycling business and/or junkyard** and is subject to existing rules, regulations and any amendments that may be made thereto, under the provisions of MRSA Title 30-A, Sections 3751 to 3760 and the Town of Readfield Land Use Ordinance. A public hearing regarding this permit was conducted on September 21, 2015.

This permit is hereby approved by the Municipal Officials and granted upon condition that the automobile graveyard, automobile recycling business or junkyard does not violate any of the above Sections of Title 30-A, or any provisions of the Town of Readfield Land Use Ordinance, and complies with all conditions of approval imposed by the Municipal Officers as specified below.

**Owner's Name:** Cyrus and Seth Witcomb  
**Business Name:** Antique Auto Recycling  
**Location:** 42 Witcomb Dr, Assessor's map 109, lot 007  
**Mailing Address:** 42 Witcomb Dr  
**City/Town:** Readfield

This permit expires September 30, 2016 unless sooner revoked by the Municipal Officials.

Dated Approved September 21, 2015

Select Board Chair \_\_\_\_\_  
Val Pomerleau

**Conditions of Approval:**

1. Site is to be available for inspection by the Town Officials and/or the CEO;
2. Owner/operator to comply with all applicable State regulation;
3. Road into yard to be maintained for emergency vehicle access;
4. Any expansion, change of use, or other modification to the application or site plan as approved requires prior approval from the Town of Readfield Select Board.
5. Licensee to comply with all guidelines described in the "Best Management Practices for Motor Vehicle Recycling" as published by the Maine Department of Environmental Protection, (September 2002, revised Aug. 2003).
6. For emergency protection, a ten (10) foot area around the exterior of the working garage must be kept clear of all debris.
7. **ALL** vehicles shall be logged showing, date aquired, date dismantled of hazards and so marked when stored in salvage yard, vehicles for resale/repair or waiting to be process to remove hazards shall be in one area only (not in salvage yard).
8. A log showing amount of tonage (all metals), gallons of liquid hazards, and other hazards shall be kept to show responsible transfer of recycled materials.

**Permit Number:** 15-129-14 issued by CEO

\_\_\_\_\_  
Gary Quintal

\_\_\_\_\_  
Date

**TOWN OF READFIELD**  
**2015-16**  
**AUTOMOBILE GRAVEYARD/JUNKYARD**

This permit is to an established **automobile graveyard, automobile recycling business and/or junkyard** and is subject to existing rules, regulations and any amendments that may be made thereto, under the provisions of MRSA Title 30-A, Sections 3751 to 3760 and the Town of Readfield Land Use Ordinance. A public hearing regarding this permit was conducted on September 21, 2015.

This permit is hereby approved by the Municipal Officials and granted upon condition that the automobile graveyard, automobile recycling business or junkyard does not violate any of the above Sections of Title 30-A, or any provisions of the Town of Readfield Land Use Ordinance, and complies with all conditions of approval imposed by the Municipal Officers as specified below.

**Owner's Name:** Kenneth & Mark Edgecomb  
**Business Name:** Ken's Drag-In Auto, Inc.  
**Location:** 473 Gordan Road, Assesor's map 123 lot 017  
**Mailing Address:** PO Box 5014  
**City/Town:** Augusta, ME 04330

This permit expires September 30, 2016 unless sooner revoked by the Municipal Officials.

Dated Approved September 21, 2015

Select Board Chair \_\_\_\_\_

Val Pomerleau

**Conditions of Approval:**

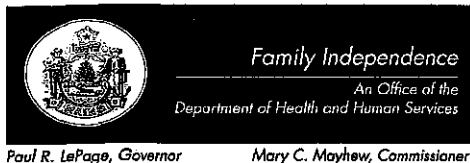
1. Site is to be available for inspection by the Town Officials and/or the CEO;
2. Owner/operator to comply with all applicable State regulation;
3. Road into yard to be maintained for emergency vehicle access;
4. Any expansion, change of use, or other modification to the application or site plan as approved requires prior approval from the Town of Readfield Select Board.
5. Licensee to comply with all guidelines described in the "Best Management Practices for Motor Vehicle Recycling" as published by the Maine Department of Environmental Protection, (September 2002, revised Aug. 2003).
6. For emergency protection, a ten (10) foot area around the exterior of the working garage must be kept clear of all debris.
7. **ALL** vehicles shall be logged showing, date aquired, date dismantled of hazards and so marked when stored in salvage yard, vehicles for resale/repair or waiting to be process to remove hazards shall be in one area only (not in salvage yard).
8. A log showing amount of tonage (all metals), gallons of liquid hazards, and other hazards shall be kept to show responsible transfer of recycled materials.

**Permit Number:** 15-129-14 issued by CEO \_\_\_\_\_

Gary Quintal

Date

# 13. General Assistance



Office for Family Independence  
19 Union Street  
11 State House Station  
Augusta, Maine 04333-0011  
Tel: (207) 624-4168  
Toll Free: 1-800-442-6003  
Fax (207) 287-3455

TO: Municipal Officials/Welfare Directors/General Assistance Administrators

FROM: Ian Miller, General Assistance Program Manager

RE: 2015 – 2016 General Assistance Ordinance Maximums

DATE: September 8, 2015

Enclosed please find the following items:

- MMA's new (October 1, 2015–September 30, 2016) **“General Assistance Ordinance Appendix”** (A, C & D).
- **“GA Maximums Summary Sheet”** which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- **“GA maximums adoption form”** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (see *“Filing of GA Ordinance and/or Appendices”* below for further information).

#### **Appendix A - D**

The enclosed Appendices A - D have been revised for your municipality's General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – D. Even if you have already adopted MMA's model General Assistance Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

# **GENERAL ASSISTANCE ORDINANCE**

## **APPENDICES A-D**

### **2015-2016**

The Municipality of Readfield adopts the MMA Model Ordinance GA Appendices (A-C) for the period of Oct. 1, 2015—September 30, 2016. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the \_\_\_\_\_ (day) of \_\_\_\_\_ (month) \_\_\_\_\_ (year)  
by the municipal officers:

**Valarie Pomerleau**

(Print Name)

\_\_\_\_\_  
(Signature)

**Thomas Dunham**

(Print Name)

\_\_\_\_\_  
(Signature)

**Bruce Bourgoine**

(Print Name)

\_\_\_\_\_  
(Signature)

**Allen Curtis**

(Print Name)

\_\_\_\_\_  
(Signature)

**Christine Sammons**

(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)



**Appendix A**  
Effective: 10/01/15-09/30/16

COUNTY	1	2	3	4	5
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	762	810	960	1,245	1,579
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	695	796	1,009	1,370	1,418

\*Note: Add \$75 for each additional person.

**Non-Metropolitan Areas**

**Persons in Household**

COUNTY	1	2	3	4	5
<b>Aroostook County</b>	603	620	747	946	1,036
<b>Franklin County</b>	630	658	780	971	1,382
<b>Hancock County</b>	647	733	933	1,228	1,246
<b>Kennebec County</b>	570	659	843	1,057	1,126
<b>Knox County</b>	736	741	913	1,170	1,298
<b>Lincoln County</b>	666	739	932	1,161	1,245
<b>Oxford County</b>	567	618	758	1,023	1,324
<b>Piscataquis County</b>	578	659	814	1,033	1,105
<b>Somerset County</b>	659	690	821	1,117	1,121
<b>Waldo County</b>	649	737	873	1,189	1,265
<b>Washington County</b>	572	629	749	955	1,158

\* Please Note: Add \$75 for each additional person.

## GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2015 to September 30, 2016.**

### APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
	570	659	843	1057	1126	1201

**NOTE:** For each additional person add \$75 per month.

**(The applicable figures from Appendix A, *once adopted*, should be inserted here.)**

### APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	45.12	194
2	83.02	357
3	118.84	511
4	150.93	649
5	179.30	771
6	215.12	925
7	237.67	1,022
8	271.86	1,169

**NOTE:** For each additional person add \$146 per month.

### APPENDIX C - HOUSING MAXIMUMS

<b>Number of Bedrooms</b>	<u>Unheated</u>		<u>Heated</u>	
	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0				
1				
2				
3				
4				

**(The applicable figures from Appendix C, *once adopted*, should be inserted here.)**

**FOR MUNICIPAL USE ONLY**

## **Food Maximums**

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2015, those amounts are:

<b>Number in Household</b>	<b>Weekly Maximum</b>	<b>Monthly Maximum</b>
1	45.12	194
2	83.02	357
3	118.84	511
4	150.93	649
5	179.30	771
6	215.12	925
7	237.67	1,022
8	271.86	1,169

**Note: For each additional person add \$146 per month.**

## GA Housing Maximums (Heated & Unheated Rents)

**NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS!** Municipalities should ONLY **consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or**, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (*See Instruction Memo for further guidance.*)

### **Non-Metropolitan FMR Areas**

<b><u>Aroostook County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		108	464	128	550
1		108	464	130	561
2		127	546	158	679
3		164	705	202	868
4		176	758	223	957
<b><u>Franklin County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		114	491	134	577
1		114	491	139	599
2		135	579	166	712
3		170	730	208	893
4		257	1,104	303	1,303
<b><u>Hancock County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		112	480	136	584
1		124	534	154	663
2		161	691	198	851
3		218	937	263	1,133
4		218	937	264	1,136
<b><u>Kennebec County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		94	403	118	507
1		107	460	137	589
2		140	601	177	761
3		178	766	224	962
4		181	778	236	1,016

**Non-Metropolitan FMR Areas**

<b><u>Waldo County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		116	497	137	590
1		125	538	155	667
2		147	631	184	791
3		209	898	254	1,094
4		213	917	269	1,155

<b><u>Washington County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		94	405	118	509
1		100	430	130	559
2		118	507	155	667
3		154	664	200	860
4		188	810	244	1,048

**Metropolitan FMR Areas**

<b><u>Bangor HMFA</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		107	461	131	565
1		124	535	154	664
2		157	674	194	834
3		198	850	243	1,046
4		227	978	283	1,216

<b><u>Penobscot County HMFA</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		99	427	123	531
1		99	427	127	548
2		114	491	151	651
3		171	734	216	930
4		195	837	250	1,075

<b><u>Lewiston/Auburn MSA</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		89	382	113	486
1		105	451	135	580
2		141	607	178	767
3		181	779	227	975
4		183	788	239	1,026

**NOTE:** When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

## **APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES**

<b><u>Number in Household</u></b>	<b><u>Weekly Amount</u></b>	<b><u>Monthly Amount</u></b>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

**NOTE:** For each additional person add \$1.25 per week or \$5.00 per month.

## **SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<b><u>Number of Children</u></b>	<b><u>Weekly Amount</u></b>	<b><u>Monthly Amount</u></b>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

***FOR MUNICIPAL USE ONLY***

# **14. Select Board Retreat**

# **15. Secret Ballot Approval Process Ordinance**



PETITION TO BE PLACED ON NOVEMBER 3, 2015 SECRET BALLOT  
VOTERS' PETITION PAPER FOR SECRET BALLOT VOTE ON AN ARTICLE OF BUSINESS

To the Municipal Officers of the Town of Readfield, Maine:

We, the undersigned voters of the Town of Readfield, Maine, qualified to vote in all town affairs, hereby request the municipal officers to place the following article before the voters for their consideration at a secret ballot referendum (§2528(S)): Shall an ordinance entitled "Readfield Secret Ballot Approval Process Ordinance" be enacted, to read as follows:

The purpose of this Ordinance is to allow the residents of Readfield the opportunity to amend any secret ballot article being voted on by residents at an Annual Town Meeting which the Selectmen choose to be conducted by Secret Ballot. It is not applicable to open Town Meetings.

The Annual Town Meeting, when being held by secret ballot, shall consist of three sessions, an Amendment Meeting, a Public Hearing and a Vote.

1. Amendment Meeting. The Amendment Meeting shall be conducted after a draft Warrant has been posted at least 7 days prior to the Amendment meeting. The draft Warrant articles shall be considered and may be amended by a majority vote of those residents present at the Amendment meeting. Voting approval by residents is required on each and every article on the draft Warrant for the approval of any Town Meeting secret ballot warrant. The Amendment Meeting shall be held at least 30 to 45 days prior to the Town Meeting referendum final vote.

2. Public Hearing. A public hearing shall be held on any secret ballot warrant pursuant to state law 30-A MRS §2528 at least seven days before the hearing the Select Board shall notifying the residents of Readfield of the public hearing.

3. Warrant. The Town Meeting secret ballot vote must be called by a warrant (see 30-A MRS §2523). The warrant must include the proposed municipal budget articles and other referendum articles as voted and approved by residents at the Amendment meeting.

4. Town Meeting Referendum Vote.

A. Following development and approval of the municipal budget and referendum articles, a secret ballot referendum vote must be held to allow the voters to validate or reject all articles, as approved and amended at the Amendment meeting. The referendum vote shall be conducted by secret ballot (see 30-A MRS §2528), which vote shall be conducted concurrently with the election of municipal officers.

B. A majority vote of those voting in the secret ballot referendum (on an article by article basis) is required for the final approval of the Annual and Special Municipal Warrant containing budget, referendum and election articles.

5. Special Town Meetings. Any Special Town Meeting, including a meeting scheduled for reconsideration of failed articles at the Annual Town Meeting, shall be conducted as an Open Town Meeting and not by secret ballot.

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# 16. Other

# **17. Public Communications**

**TIME LINE FOR SPECIAL TOWN MEETING 2015**

**NOV. 3, 2015**

**32 DAYS PRIOR TO VOTING:** Deadline to have all Warrant signed and to Clerk Oct. 1, 2015

**30 DAYS PRIOR TO VOTING:** Absentee ballots available 21-A - Available Oct. 5, 2015

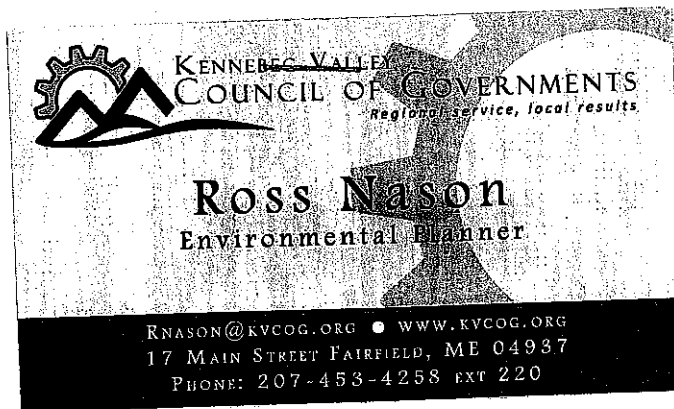
**11 DAYS PRIOR TO PUBLIC HEARING:** Sign Public Hearing Notice that will be posted Oct. 9, 2015

**07 DAYS PRIOR TO PUBLIC HEARING:** Last day to post public hearing for any referendum questions Oct. 16, 2015

**10 DAYS PRIOR TO VOTING:** Last day to hold a public hearing on referendum questions Oct. 23, 2015

**07 DAYS PRIOR TO VOTING:** Last day to post the Warrant of Town Meeting 30-A MRSA, Sec. 2523(4) Oct. 31, 2015

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Dear Readfield Select Board,  
Thank you for your continued  
membership with K.V.C.O.G., I  
look forward to talking with  
you about all of the exciting  
and valuable services we offer  
our members!

Ross Nason

Rosie  
Vanadestine