

**Readfield Select Board  
Regular Meeting Agenda**

**April 19, 2016**

**Meeting starts: 6:00 PM**

**Location: Readfield Town Office - Giles Hall**

**Executive Session - 30 Minutes**

To have the Select Board hold an executive Session to discuss personnel matters, specifically the Town Manager evaluation, pursuant to 1 MRSA, Section 405, subsection 6(A).

**Pledge of Allegiance**

**Regular Meeting - 10 minutes**

16-131 - Minutes: Select Board meeting minutes of April 4, 2016 - 5 minutes

16-132 - Warrant: #43 & #44 - 5 minutes

**Communications - 5 minutes**

Boards, Committees, Commissions & Departments - 5 minutes

Minutes received: Library Board 3/2/16

**Appointments & Re-Appointments - 5 minutes**

16-123 - Appointment of Darlene McMahon to the Age Friendly Adhoc Committee

16-133 - Re-appoint Nancy Buker to the Trails Com.

16-134 - Re-appoint Greg Durgin to the Conservation Com.

16-135 - Re-appoint Pamela Osborn to the Cemetery Com.

16-136 - Re appoint Kathryn Mills Woodsum to the Budget Com.

16-137 - Re appoint John Parent to the Budget Com.

16-138 - Re-appoint John Parent to the Road Com.

**Old Business - 5 minutes**

16-127 - 2<sup>nd</sup> reading of Administration Ordinance - 15 minutes

**New Business - 10 minutes**

16-129 - 1st Reading of amended Conflict of Interest & Recall Process Ordinance - 15 minutes

**Other - 2 minutes**

16-139 - Select Board sign RSU #38 Referendum Warrant and Notice of Election

**Adjournment**

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**Readfield Select Board & Budget Committee  
Public Information Budget Meeting Agenda**

**April 19, 2016**

**Meeting starts: 7:00 PM**

**Location: Readfield Town Office - Giles Hall**

Welcome (1 min.)

1. Description of the agenda and next steps in the budget process. (4 mins.)
2. Presentation of Draft Budget & Warrant by Town Manager and Finance Officer. (30 mins.)
3. Members of the public may address the Budget Committee and the Select Board on issues pertinent to the budget. (60 min.)
4. Closing remarks.
  - a. Select Board (10 min.)
  - b. Budget Committee (10 min.)
  - c. Town Manager (10 min.)
5. Adjournment

# **REGULAR MEETING**

- **MINUTES**
- **WARRANTS**

**Readfield Select Board**  
**Regular Meeting Minutes – April 4, 2016 – Unapproved**

Readfield Board of Selectmen  
April 19, 2016  
Item # 16-131

**Select Board Members Present:** Valarie Pomerleau, Thomas Dunham, Christine Sammons, Bruce Bourgoine, and Allen Curtis

**Others Attending:** Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starret (Channel 7), David Hepfner, Peter Barengo, Jerry Bley, Deb Doten, Greg Durgin, Grace Keene, John Parent, Robert Harris, Milton Wright, Sandra Rourke

Ms. Pomerleau called the meeting to order at 6:39 pm followed by The Pledge of Allegiance.

**Regular Meeting**

- **16-121 - Minutes:** Select Board meeting minutes of March 21, 2016
  - **Motion** made by Mrs. Sammons to approve the minutes of the March 21, 2016 meeting as amended, **second** by Ms. Pomerleau. **Vote 5-0** in favor.
- **16-122 - Warrant: #41 & #42**
  - **Motion** made by Mr. Bourgoine to approve Warrant #41 & #42 in the amount of \$361,413.99, **second** by Mrs. Sammons. **Vote 5-0** in favor.

**Communications**

- **Select Board Communications**
  - Mr. Curtis spoke regarding an article in the Community Advertiser that misquoted the Select Board. Wanted to clarify that this statement was untrue.
  - Ms. Pomerleau spoke regarding Select Board meetings and proper etiquette.
  - Mr. Bourgoine reported that he and Ms. Pomerleau have met on their number one goal on trying to bring the community together. Still a work in progress with more to come.
  - Mr. Bourgoine mentioned that on Thursday, April 7, 2016 at 7:15 am there is a Winthrop Chamber Breakfast meeting on the opiate addiction problem in the Winthrop Lakes Region and if anyone wanted to attend he is willing to share a ride.
- **Town Manager**
  - Mr. Dyer went over his Town Manager report dated April 4, 2016.
- **Boards, Committees, Commissions & Departments**
  - **Approved Board Minutes received: Conservation Commission 01/12 & 02/09 and Trails Committee 01/26 & 02/23**
    - Thank you for submitting your minutes.
  - **Conservation Commission Mill Stream Proposal**
    - Mr. Bley, Mr. Durgin and Mr. Harris spoke regarding the Mill Stream Dam Project and went over the information presented in the packet. Discussion amongst the Select Board, community members and committee presenters regarding the next steps of the project.
    - **Motion** made by Ms. Pomerleau to give the conservation commission and other parties involved permission to move forward with the Mill Stream Project, making sure that all abutters and neighbors are treated with curtesy and that it is paid for through donations and fundraising, not tax dollars. **Second** by Mr. Dunham. **Vote 5-0** in favor.

- **Public Communications - Members of the public may address the Select Board on any topic**
  - Mr. Moran spoke regarding the speed limit on Harmony Hills Road and the dangerous situations he has encountered. Look into speed limit signs and spotter lines on Readfield roads. Also breaking signs on Route 17 coming from Kent's Hill.
  - Mr. Hepfner spoke regarding his concerns with the current budget issues. Went over information he submitted for the packet.

### **Appointments & Re-Appointments :**

- **16-123 – Appointment of Darlene McMahon to the Age Fridley Adhoc Committee**
  - Tabled until April 19, 2016 meeting.
- **16-124 – Accept the resignation of Bruce Hunter from the Planning Board**
  - **Motion** made by Mr. Bourgoine that we regretfully accept Bruce Hunters resignation and move forward with filling the position. **Second** by Mrs. Sammons. **Discussion:** Mr. Dyer to post vacancy for Planning Board. **Vote** 5-0 in favor.
- **16-125 – Consider the process for board, committee and commission re-appointments**
  - **Motion** made by Ms. Pomerleau to have the re-appointment applications that have been submitted up to the close of business day of April 13<sup>th</sup> put on the April 19<sup>th</sup> Select Board meeting. **Second** by Mrs. Sammons. **Discussion:** Brief discussion amongst the Select Board if they have to be posted before re-appointments can be voted on. **Vote** 4-1, opposed by Mr. Curtis due to automatic re-appointments, doesn't give other town members an opportunity to submit their appointment interests.

### **Unfinished Business:**

- **16-117 – Solid Waste Proposal for Fayette**
  - Discussion amongst the Select Board regarding the next steps of the solid waste proposal for Fayette and information presented in the packet.
  - Mr. Dyer went over the breakdown of the proposal and expressed that option 3 seems to be the best way to proceed.
  - Concerns from Mr. Hepfner regarding the dirt road to the transfer station and the wear and tear on it by adding more traffic. Mr. Dyer explained they did a complete capital analysis for all different areas of concerns/maintenance that may arise.
  - Suggested to proceed with caution and make sure all homework is done before any final decisions are made.
  - **Motion** made by Mr. Bourgoine to proceed with negotiating with the Town of Fayette, presenting them with the proposal to be included in the Readfield/Wayne Transfer Station with the plan that is modeled in the draft submitted at tonight's meeting. **Second** by Mrs. Sammons. **Vote** 4-1, opposed by Mr. Dunham.
- **16-119 – Spirit of America Awards**
  - **Motion** made by Mr. Curtis that we accept the six nominations for Spirit of America/Unsung Hero Awards. **Second** by Mr. Bourgoine. **Discussion:** Not enough money set aside for all six awards. Mr. Dyer to look into areas where he can come up with funds to cover all the awards. Present at the Volunteer Appreciation event in May. **Vote** 5-0 in favor.

## **New Business:**

*Consensus amongst the Select Board to skip over 16-126 and go back to after all other items discussed.*

- **16-127 – Consideration of Administrative Ordinance Amendment**

- Mr. Dyer went over the amendment to the Administrative Ordinance under Section 1.4: Acceptance of Gifts and Donations to the Town.
- **Motion** made by Bourgoine that we move the first reading so that it proceeds to a second and final reading and adoption at the next scheduled meeting of the Administrative Ordinance as presented and amended. **Second** by Mrs. Sammons. **Vote** 5-0 in favor.

- **16-128 – Consider the disposition of Tax Acquired Property**

- There are two parcels, undeveloped land, with no issues. Same owner for both properties. Suggested by Mr. Dyer for the town to hold on to these two properties. Have contacted legal on this matter. Contract with the heirs of the land owner prior to end of current physical year. Lengthy discussion amongst the Select Board regarding the next steps to handling the tax acquired property.
- **Motion** made by Mr. Bourgoine to authorize the Town Manager to pursue an agreement with the heirs to the tax payer, with the discussion of tonight's meeting, and to include the current taxes and any legal costs. **Second** by Mr. Dunham. **Discussion:** Mr. Dyer to report back to the Select Board. **Vote** 5-0 in favor.

- **16-129 – Weathervane Liquor License**

- **Motion** made by Mr. Bourgoine the approval of the liquor license for the Weathervane Restaurant be accepted and waive the Public Hearing. **Second** by Mr. Dunham. **Vote** 5-0 in favor.

- **16-126 – Draft Town Meeting Warrant Review**

- Mr. Dyer went over the information presented in the packet and the draft town meeting warrant. Discussion regarding the upcoming meetings and timeline dates for the upcoming process.
- Changes to the upcoming meetings to make more sense for the town and residents. April 19<sup>th</sup> – Informational meeting, April 25<sup>th</sup> – Final meeting.
- Ideas on ways to get the information available to the town residents.
- Discussion amongst the Select Board on changes to the articles.

**Motion** made by Mr. Dunham to extend the meeting until 9:15pm, **Second** by Mr. Bourgoine. **Vote** 4-1 opposed by Mr. Curtis.

- **16-130 – Other**

- Mr. Bourgoine spoke that the Age Friendly Community Adhoc Committee would like to apply for a grant of \$8,000 through AARP that will be used to do professional surveying of the needs for the community.  
**Motion** made by Mr. Bourgoine that the grant application be reviewed by the Town Manager before being submitted to AARP. **Second** by Mrs. Sammons. **Discussion:** Select board will have to accept the grant when the money comes in. **Vote** 5-0 in favor

**Motion** made by Mrs. Sammons to adjourn the meeting at 9:19 pm, **Second** by Mr. Dunham. **Vote** 5-0 in favor.

*Minutes recorded by Kristin Parks, Board Secretary*

# **COMMUNICATIONS**

- **BOARDS & COMMITTEES**
- **PUBLIC COMMUNICATIONS**

LIBRARY BOARD MEETING  
MARCH 2, 2016

The meeting was called to order at 6:30 pm by Chair, Deb Peale.

These present were: Deb Peale, Brenda Lake, Pam Mitchell, Beverly Monsulick, Donna Witherill, Lori Clark, Betty Peterson and Nancy O'Toole Meservier, Librarian. Excused were: Cricket Blouin and Jan Tarbuck.

**Secretary's Report:** The February report was read. A couple of corrections were made. A motion to accept the report was made. All approved.

**Treasurer's Report:** The Treasurer's report was presented. A motion was made to accept the report. All approved.

**Librarian's Report:**

- What's Readfield Reading List project has been dropped. There was not enough interest at this time.
- There has been a change regarding Inter-library Loans. We can now request them online.
- Winter Book sale has been completed and was very successful. A profit of \$244.25 plus a \$150.00 donation was made at the sale. Also many people came to the Library for the sale. Many thanks to all the volunteers who helped with this sale, especially to Gwen Mohlar for bringing a handful of middle school students to set up and her son Silas and a friend to help pack away the books that did not sell. Also to Leslie Blouin who helped pack away books.
- The Tote Bag Craft is scheduled for March 16 at 6:30. Many people have responded favorably to this.
- Senior Café Visit is scheduled for March 21 at 9:30. Nancy is working on this presentation.
- The MHC Book Club: Refreshing the Whodunit has been postponed for a month due to illness. It will be held on April 27 instead of March 23.
- A project in the working is acquiring a library card for the Balsam House, an assisted living facility in Readfield. Cricket and Nancy are working on this.
- A homemade quilt, made by Nancy's Mom, was donated to the Library to be raffled off. We will sell raffles for the quilt at the Library and Nancy will be contacting Longfellow's Nursery to see if we could sell raffles one weekend at their store.
- Nancy prepared a detailed and thorough outline about the Summer Reading Program. She discussed what ideas she has and indicated where the Library Trustees could help with this project.

The Librarian's report was accepted with many thanks for all she does.

**Old Business:**

- Winter book sale results were given by Nancy
- Tote Bag craft event was also discussed in Nancy's report
- More ideas were given about the Summer Reading Program Kickoff program.

Kickoff date is scheduled for Monday, June 13, with a rain date set for the 15<sup>th</sup>. We will have ice cream and popsicles and we are working on a scavenger hunt to coincide with the theme and the summer Olympics.

**New Business:**

- The "Procedure for Application for Appointment and Reappointment" policy was discussed. A few suggestions were made and will be sent to the Ad Hoc Committee for Application for Appointment and Reappointment by our Chairperson.
- We also reviewed the Library Policy and Procedures document and are working on a few changes. We will present the document with changes at our next board meeting for approval.
- The Library Board is planning an evening retreat sometime in June. It seems like Tuesdays are the best day for all.

Next meeting will be April 6 at 6:30 pm at the High School

Meeting adjourned at 8:15.

Respectfully Submitted,

Betty Peterson, Secretary



**APPOINTMENTS**

**REAPPOINTMENTS &**

**RESIGNATIONS**

## APPOINTMENT APPLICATION

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one:

☒1<sup>st</sup> time appointment☐

re-appointment

Which Board, Committee or Commission  
are you applying for?

Age Friendly

AD Noc Committee

Name: Darlene McMahon

Phone (H): (207) 685-1035

Street address: 255 Chase Rd

Phone (C): (207) 512-6871

Mailing address: 255 Chase Rd, Readfield, ME 04355

E-Mail: darpiconimc12@myfairpoint.net

Below please tell us of any experience and/or training that might be useful in this position.

I provide vocational services for people with disabilities. I work with people with a wide range of disabilities & a wide range of ages. Also network with many agencies providing assistance to individual

Below please tell us the reason you are interested in applying for this position.

We moved to Readfield in 2008 and love the town & our residence location.

If you are currently employed, what is your position?

Job Developer & Job coach.

Name:

Darlene McMahon

Position

Age Friendly Com.

Term:

One year

## CLERK'S USE BEFORE THE APPOINTMENT

Open position

Age Friendly Adhoc Com.

Term:

1 year 4-4-16=4-4-17

Was this position advertised?

☐

Yes

☐

No

If no, please explain:

Is there a recommendation attached?

☐

Yes

☐

No

If no, please explain:

## CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

☐

Yes

☐

No

If yes, what date:

Is an Oath appropriate:

☐

Yes

☐

No

If yes, what date:

## SELECT BOARD APPOINTMENT

To Darlene McMahon of Readfield, in the County of Kennebec and State of Maine: There being a position on the Age Friendly Adhoc Com. we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

thru

4-16

4-17

Given under our hand this

, day of

Apr.

, 2016.

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

## APPOINTMENT APPLICATION

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Please check one:

☐1<sup>st</sup> time appointment☒

re-appointment

Which Board, Committee or Commission

are you applying for?

Readfield Trails Committee

Name: Nancy L. BukerPhone (H): (207) 685-4948Street address: 25 Fogg RoadPhone (C): ---Mailing address: 25 Fogg Road, Readfield, Maine 04355E-Mail: Ladybugiep@yahoo.com

Below please tell us of any experience and/or training that might be useful in this position.

- Readfield Resident - 44 yr
- Readfield Snowmobile Club - 42 yr - assist with the creation, maintenance of a 32 mile trail system - intra / inter; connecting trail system
- Involved with landowners' relationships and methods to acknowledge their contributions.
- Land Surveyor helper + with Readfield property.
- Member of trails comm. with knowledge of its establishment (2007) and growth.

Below please tell us the reason you are interested in applying for this position.

- Continue the planning, creation, establishment, maintenance of the Readfield Recreational trail system;
- Promote a healthy, safe, recreational trail system attribute for Readfield;
- Maintain the residents' respect / enthusiasm for favorable / supportive landowners' relationships.

If you are currently employed, what is your position?

Retired

Name:

Bulker, Nancy

Position

Trails Com.

Term:

3 year

### CLERK'S USE BEFORE THE APPOINTMENT

Open position

Re-Appointment

Term:

7-1-2016 / 6-30-2019

Was this position advertised?

☐

Yes

☒

No

If no, please explain:

Is there a recommendation attached?

☐

Yes

☐

No

If no, please explain:

### CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

☐

Yes

☐

No

If yes, what date:

Is an Oath appropriate:

☐

Yes

☐

No

If yes, what date:

### SELECT BOARD APPOINTMENT

To Nancy Bulker of Readfield, in the County of Kennebec and State of Maine: There being a position on the Trails Com. Mem. we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2016

thru

6-30-2019

Given under our hand this

, day of

, 2015.

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

## APPOINTMENT APPLICATION

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Please check one:

☐1<sup>st</sup> time appointment☒

re-appointment

Which Board, Committee or Commission

are you applying for?

Conservation

Name:

Greg Durgin

Phone (H):

685-4481

Street address:

104 Wintthrop Rd.

Phone (C):

N/A

Mailing address:

P.O. Box 242

E-Mail:

durgie@roadrunner.com

Below please tell us of any experience and/or training that might be useful in this position.

Appeals Board, Budget Comm, Select Board,  
Trails Comm, OSHA 10 training, Conservation  
Comm (1 yr)

Below please tell us the reason you are interested in applying for this position.

I believe in volunteering, giving back to  
the town, community service, being proactive  
not reactive, leading by example -

If you are currently employed, what is your position?

Name: Greg Durgin

Position Conservation

Term: 3yr

CLERK'S USE BEFORE THE APPOINTMENT

Open position Conservation Com.

Term: 7-1-16 = 6-30-2019

Was this position advertised? ☐ Yes ☒ No

If no, please explain:  
re-appointment

Is there a recommendation attached?

☐ Yes ☐ No N/A If no, please explain:

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? ☐ Yes ☐ No

If yes, what date:

Is an Oath appropriate: ☐ Yes ☐ No

If yes, what date:

SELECT BOARD APPOINTMENT

To Greg Durgin of Readfield, in the County of Kennebec and State of Maine: There being a position on the Conservation Com. we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-16 thru 6-30-19. Given under our hand this , day of , 2015.

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

## APPOINTMENT APPLICATION

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Please check one:

☐1<sup>st</sup> time appointment☒

re-appointment

Which Board, Committee or Commission

are you applying for?

Cemetery Committee

Name: Pamela Riley Osborn

Phone (H): 377-5650

Street address: 514 Winthrop Rd

Phone (C): 841-4562

Mailing address: " " Readfield Maine 04355

E-Mail: pamosborn1@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

I have enjoyed working on this committee for 3 years & am involved in ongoing projects.

Below please tell us the reason you are interested in applying for this position.

I am interested in town/local history and am happy to contribute to Readfield.

If you are currently employed, what is your position?

retired librarian

Pamela Riley Osborn  
March 28, 2016



Name:

Pamela Osborn

Position

Cemetery Com

Term:

3 year

### CLERK'S USE BEFORE THE APPOINTMENT

Open position

Cemetery Com Member

Term:

7-1-16 / 6-30-19

Was this position advertised?

☐ Yes

☒ No

If no, please explain:

Is there a recommendation attached?

☐ Yes

☒ No

If no, please explain:

### CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

☐ Yes

☐ No

If yes, what date:

Is an Oath appropriate:

☐ Yes

☐ No

If yes, what date:

### SELECT BOARD APPOINTMENT

To Pamela Osborn of Readfield, in the County of Kennebec and State of Maine: There being a position on the Cemetery Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-16

thru

6-30-2019

Given under our hand this

☐

, day of

☐

, 2015.

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

## APPOINTMENT APPLICATION

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Please check one:

☐1<sup>st</sup> time appointment☒

re-appointment

Which Board, Committee or Commission  
are you applying for?

Budget CommitteeName: Kathryn Mills WoodsumPhone (H): 685-9094Street address: 1601 Main StreetPhone (C): 441-2712Mailing address: PO Box 378 Kents Hill, ME 04349-0378E-Mail: kgrwoodsum@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

Served on Budget Committee from 2003 through 2007, and again from 2013 to the present. I served on the Select Board from 2007 through 2013 and worked with the budget. I have a Masters of Business Administration.

Below please tell us the reason you are interested in applying for this position.

I have knowledge and experience through my prior work. I have a desire to continue serving the town.

If you are currently employed, what is your position?

Mathematics Teacher

Kathryn Mills Woodsum  
3/16/16

Name:

Kathryn Mills Woodbury

Position

Budget Com.

Term:

2 years

### CLERK'S USE BEFORE THE APPOINTMENT

Open position

Budget Com.

Term:

6-30-2018

Was this position advertised?

☐

Yes

☒

No

If no, please explain:

Is there a recommendation attached?

☐

Yes

☐

No

If no, please explain:

### CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

☐

Yes

☐

No

If yes, what date:

Is an Oath appropriate:

☐

Yes

☐

No

If yes, what date:

### SELECT BOARD APPOINTMENT

To Kathryn Mills Woodbury of Readfield, in the County of Kennebec and State of Maine: There being a position on the Budget Com. we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

thru

6-30-2018

Given under our hand this

, day of

, 2015.

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

# TOWN OF READFIELD

## APPOINTMENT APPLICATION

Readfield Board of Selectmen

April 19, 2016

Item # 16-137

DATE RECEIVED

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

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Please check one:

☐

1<sup>st</sup> time appointment

☒

re-appointment

Which Board, Committee or Commission  
are you applying for?

Budget Committee

Name:

John Parent

Phone (H):

685-9266

Street address:

227 Mickelson Hall

Phone (C):

242-7420

Mailing address:

P.O. Box 331 - 04355

E-Mail:

JLPARENT@C@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

I've served on the Readfield Budget Committee for about 5 years. Previously, I've served on the Town of Greene's budget committee & SA 052's finance committee.

Below please tell us the reason you are interested in applying for this position.

I believe I have a good understanding of municipal budgets.

If you are currently employed, what is your position?

Territory manager for John Deere Golf.

APPLICATION FOR APPOINTMENT FOR:

Name: John Parent Position Budget Comm. Term: 2 years

CLERK'S USE BEFORE THE APPOINTMENT

Open position Budget Committee  
Was this position advertised? ☐ Yes ☒ No

Term: 6-30-2018

If no, please explain:  
reappointment

Is there a recommendation attached? ☐ Yes ☐ No

If no, please explain:  
N/A

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? ☐ Yes ☐ No

If yes, what date:

Is an Oath appropriate: ☐ Yes ☐ No

If yes, what date:

SELECT BOARD APPOINTMENT

To John Parent of Readfield, in the County of Kennebec and State of Maine: There being a position on the Budget Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2016 thru 6-30-2018. Given under our hand this , day of , 2015.

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

# TOWN OF READFIELD

Readfield Board of Selectmen

April 19, 2016

Item # 16-138

DATE RECEIVED

## APPOINTMENT APPLICATION

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one:

☐

1<sup>st</sup> time appointment

☒

re-appointment

Which Board, Committee or Commission

are you applying for?

Road Committee

Name:

John Parrot

Phone (H):

685-9266

Street address:

227N Whelan Rd

Phone (C):

242-7420

Mailing address:

PO Box 331 - 04355

E-Mail:

J4PARROT@RC@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

I have served on the R.C. for over 8 years. I've been the chair & vice-chair of the committee during the time that our roads have been rebuilt.

Below please tell us the reason you are interested in applying for this position.

I want to continue working with the R.C., Town Manager, Road Commissioner & The Select Board in keeping our roads in good condition & safe.

If you are currently employed, what is your position?

Territory Manager for John Deere Golf

APPLICATION FOR APPOINTMENT FOR:

Name: John Parent Position: Road Committee Term: 3 yr.

CLERK'S USE BEFORE THE APPOINTMENT

Open position: Road Committee Term: to 6-30-2019

Was this position advertised? ☐ Yes ☒ No

If no, please explain:  
re-appointment

Is there a recommendation attached? ☐ Yes ☒ No

If no, please explain:

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? ☐ Yes ☐ No

If yes, what date:

Is an Oath appropriate: ☐ Yes ☐ No

If yes, what date:

SELECT BOARD APPOINTMENT

To John Parent of Readfield, in the County of Kennebec and State of Maine: There being a position on the Road Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2016 thru 6-30-2018. Given under our hand this , day of , 2015.

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

# **UNFINISHED BUSINESS**



# **Town of Readfield Administration Ordinance – Enacted June 9, 2015**

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The purpose of this ordinance is to give authorization of powers and duties of the board of selectpersons to manage the following non budgetary items

Readfield Board of Selectmen

April 19, 2016

Item # 16-127

## **Sections**

### **1.1 ACCEPT PAYMENT OF TAXES**

### **1.2 CONTRACTS AND LEASES**

### **1.3 SALE OF SURPLUS PROPERTY**

### **1.4 ACCEPTANCE OF GIFTS AND DONATIONS TO THE TOWN**

### **1.5 MISCELLANEOUS FEES**

### **1.1 ACCEPT PAYMENT OF TAXES**

Authorize the Treasurer of Readfield to accept prepayment of taxes not yet committed pursuant to 36 M.R.S.A., Section 506.

### **1.2 CONTRACTS AND LEASES**

On behalf of the Town of Readfield, enter into single or multi-year contracts, leases and lease/purchase agreements, not to exceed five years, in the name of the Town if it is deemed to be in the best interest of the Town, where the underlying purpose has been authorized by the voters.

### **1.3 SALE OF SURPLUS PROPERTY**

On behalf of the Town sell any town owned surplus property, equipment and tools no longer needed by the Town.

### **1.4 ACCEPTANCE OF GIFTS AND DONATIONS TO THE TOWN**

To accept and expend, on behalf of the Town, any gifts or donations, including grants from federal, state and local agencies, unanticipated donations, or pass-through funds that may be provided by individuals, business associations, charitable groups, or other organizations, if the Select Persons determine that the gifts, donations, or pass through funds and their purposes are in the best interest of the Town. Enter into and execute such agreements and contracts and to take all actions as may be necessary, appropriate and convenient to accomplish this acceptance. Any donation or gift that requires additional funds, such funds must be appropriated by a Town ballot vote. The value and intended purpose of all donations accepted on behalf of the Town in excess of \$100, exclusive of volunteered time, whether cash or in-kind, publicly or anonymously given, shall be recorded by the Collection Clerk or designee and a receipt provided to the donor.

### **1.8 TAX ACQUIRED PROPERTY**

To retain; sell to the prior owner for taxes, interest and costs; or sell the tax acquired property on such terms as they deem advisable, and in accordance with a written policy regarding Tax Acquired Property adopted January 8, 2007 by the Municipal Officers and amended on January 4, 2010.

### **1.9 WAIVER OF FORECLOSURE**

To issue Waivers of Automatic Foreclosures when the municipal officers wish to avoid acquiring property that may be burdensome to the Town and to take court action if needed to foreclose at a later date, if desired.

## **Town of Readfield Administration Ordinance – Enacted June 9, 2015**

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### **1.10 INCREASE LINE ITEM BY 5%**

To increase any line item up to five percent (5% ) by transferring funds from another line balance or miscellaneous income to pay for unexpected expenses.

### **1.11 MISCELLANEOUS FEES**

To set Miscellaneous Fees charged for Town services not covered or set by State Statue.

Amendment History:

TM: June 14, 2016

# **NEW BUSINESS**

# **Conflict of Interest and Recall Process Ordinance**

## **CONFLICT OF INTEREST AND RECALL PROCESS ORDINANCE**

### **10.1 CONFLICT OF INTEREST**

10.1.1 In accordance with Title 30-A M.R.S.A. Section 2605, any municipal officer or official of the Town, elected or appointed, who himself or herself or any family member, close friend or business associate, has any financial interest, direct or indirect, or by reason of ownership of stock in any corporation, in any contract with the Town, or in the sale of any land, material, supplies, or services to the Town or who is a contractor supplying the Town with services or material shall make known the interest and shall refrain from voting upon or otherwise participating in his or her capacity as an officer or employee in making such sale or the making or performing of such contract.

10.1.2 Any municipal officer or official of the Town who willfully conceals such financial interest or willfully violates the requirements of this section shall be guilty of malfeasance in office or position and shall forfeit such office or position immediately upon a determination of malfeasance by the Select Board as hereinafter provided under Section 10.2.2.

10.1.3 Any violation of this section, with the knowledge, expressed or implied, of the person or corporation contracting with or making a sale to the Town, shall render the contract or sale voidable by the Select Board.

### **10.2 FORFEITURE OF OFFICE**

10.2.1 A municipal officer or official, elected or appointed, shall forfeit his or her office or be subject to a recall or forfeiture proceedings as hereinafter provided if such person:

- a. lacks, at any time during his or her tenure of office, any eligibility or other qualifications for the office prescribed by this ordinance or by law;
- b. intentionally violates any expressed prohibition of this ordinance;
- c. fails to fulfill the requirements of his or her office, including, but not necessarily limited to, failure to attend 3 or more consecutive regular meetings without being excused beforehand or actively participate in the functioning of the board or committee;
- d. is indicted or convicted of a felony or is indicted or convicted of any other offense which prevents him or her from fulfilling his or her obligation as a municipal officer or official;
- e. is banned by a court of law from attending meetings or carrying out their duties of office as prescribed herein.

10.2.2 Upon any allegation of charges of conflict of interest or violation of the provisions set forth under Section 10.1, the Select Board shall hold a hearing to determine if there is any malfeasance or violation of the provisions set forth under Section 10.1. Forfeiture and immediate removal of office shall require a majority vote of the Select Board. In the event that the Select Board fail to take any action or do not vote to remove the person from office, the Registered Voters of the Town may initiate recall proceedings in accordance with the provisions set forth under Section 10.3.

### **10.3 RECALL OF ELECTED OFFICERS AND OFFICIALS – REMOVAL FROM OFFICE**

10.3.1 Any elected officer or official of the Town may be recalled and removed from elective office by the Registered Voters of the Town as hereinafter provided. Recall may be used when an elected official has violated any of the conflict of interest or forfeiture of office provisions set forth under Sections 10.1 and 10.2.

10.3.2 Any twenty-five (25) Registered Voters of the Town may make and file with the Town Clerk an affidavit containing the name of the officer or official whose removal is sought and a general statement of the reasons why such removal is desired because of any violations of the provisions set forth under Sections 10.1 and 10.2.

a. The Town Clerk shall prepare and sign a petition for such removal, a copy of said affidavit and general statement either included thereon or attached thereto, which shall be impressed with the official Town Clerk's seal, dated, and addressed to the Select Board containing the name of the officer or official whose removal is sought.

b. ~~The petition shall be available only at the Town Clerk's office during normal business hours for thirty (30) calendar days and shall be signed only by registered voters of the Town residents of the Town in the presence of the Town Clerk or Deputy Town Clerk.~~ Every signature shall include the address of the registered voter, indicating the street and number or other description sufficient to identify such address, such as tax map and lot number.

10.3.3 The recall petition, to be effective, must be signed by a number of Registered Voters of the Town equal to at least twenty-five percent (25%) of the votes cast at the previous gubernatorial election.

10.3.4 At the expiration of the said thirty (30) days, the Town Clerk shall declare the petition closed and shall certify the petition as sufficient or insufficient within five (5) business days thereafter.

10.3.5 If the recall petition is determined to be insufficient, the filing official shall notify the person or organization sponsoring the recall of the insufficiency of the petition. It is not necessary to give notification unless the person or organization sponsoring the recall files with the filing official a written notice of sponsorship and a mailing address.

10.3.6 If the petition is sufficient, it and the certificate shall be submitted to the Select Board at their next regular meeting. The Select Board shall forthwith give written notice to said official of the receipt of said petition and certificate.

10.3.7 If the official sought to be removed does not resign within five (5) days of receiving such notice, the Select Board shall within ten (10) business days of the receipt of the Town Clerk's certificate order an election to be held within thirty (30) calendar days. The Select Board shall schedule a public hearing, upon public notice as provided for Town Meetings, to be held within seven (7) calendar days prior to the date of said election. At said hearing, which shall be presided over by a moderator, the petitioners and the officer or official whose recall is sought shall be provided opportunity to present reasons for or against recall.

10.3.8 The official shall continue to perform the duties of the office until the results of the recall election are certified. If not recalled, the official shall continue in office for the remainder of the unexpired term, subject to subsequent recall only as provided in Section 10.3.9. If recalled by the voters, the official shall be deemed removed upon the certification of the voting results and may not seek election to any municipal office for a period of at least three (3) years from the date of such recall.

10.3.9 No recall petition shall be filed against an official within six (6) months after such official takes office, nor during the last six (6) months of the term of office, nor in the case of an official subjected to a recall vote and not removed thereby, until at least twelve (12) months after such vote.

#### **10.4           HOLDING OTHER OFFICE**

Neither the Select Board members, Town Clerk, nor Assessors' Agent shall hold appointed positions in the Town with the exception of members of the Fire Department, unless the law or ordinance creating the appointed office requires or allows it. During Budget Committee deliberations, if any member of the Budget Committee is also a member of another board or committee or Fire Department, such member shall make such fact known and refrain from any discussion or voting on matters relating to the Fire Department or such other board or committee unless allowed to do so by a majority vote of the Budget Committee.

# **OTHER**



**WARRANT AND NOTICE OF ELECTION  
CALLING REGIONAL SCHOOL UNIT NO. 38  
BUDGET VALIDATION REFERENDUM  
(20-A M.R.S. §1486)**

Readfield Board of Selectmen

April 19, 2016

Item # 16-139

TO: Donna Foster, a resident of Regional School Unit No. 38 composed of the Towns of Manchester, Mount Vernon, Readfield, and Wayne, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within Regional School Unit No. 38, namely, the Towns of Manchester, Mount Vernon, Readfield, and Wayne, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective municipal officers. The municipal officers shall meet forthwith and countersign this warrant and notice of election. The municipal officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF READFIELD  
REGIONAL SCHOOL UNIT BUDGET VALIDATION REFERENDUM  
WARRANT AND NOTICE OF ELECTION**

Kennebec County, ss.

State of Maine

TO: Kristin Parks, Deputy Clerk of Readfield: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

**TO THE VOTERS OF READFIELD:**

You are hereby notified that the Regional School Unit budget validation referendum election will be held at the Readfield Town Office, 8 Old Kents Hill Road, in the Town of Readfield on Tuesday, June 14, 2016 for the purpose of determining the following referendum questions:

- Question 1: Do you favor approving the Regional School Unit No. 38 budget for the upcoming school year that was adopted at the latest Regional School Unit budget meeting?
- Question 2: Do you wish to continue the budget validation referendum process in Regional School Unit No. 38 for an additional three years?

**INFORMATIONAL NOTE ON QUESTION 2:**

A "YES" vote will require Regional School Unit No. 38 to continue to conduct a referendum to validate its annual school budget for the next three years.

A "NO" vote will discontinue the budget validation referendum for at least three years and provide instead that the annual school budget shall be finally adopted at a meeting of the voters of Regional School Unit No. 38.

The polls must be opened at 8:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Given under our hand this day, April 13, 2016 at Readfield, Maine.

J. Men  
John E. Farnum  
Stacy  
Melissa O'Neal  
Justin Watson  
Patricia L. Jarm  
Betty J. Monee

Elizabeth J. Lemcock

A majority of the School Board of Regional School Unit No. 38

A true copy of the Warrant and Notice of Election, attest:

Donna Foster  
Donna Foster, Resident  
of Regional School Unit No. 38

Countersigned this \_\_\_\_\_ day of \_\_\_\_\_, 2016 at Readfield, Maine.

A majority of the municipal officers of the Town of Readfield

A true copy of the Warrant and Notice of Election, attest:

Robin Lint  
Robin Lint, Town Clerk  
Town of Readfield

**WARRANT TO CALL REGIONAL SCHOOL UNIT NO. 38  
BUDGET MEETING  
(20-A M.R.S. §1485)**

TO: Donna Foster, a resident of Regional School Unit No. 38 composed of the Towns of Manchester, Mount Vernon, Readfield, and Wayne, State of Maine.

In the name of the State of Maine, you are hereby required to notify the voters of each of the municipalities within Regional School Unit No. 38, namely, the Towns of Manchester, Mount Vernon, Readfield, and Wayne, that the Regional School Unit Budget Meeting will be held at Maranacook Community High School, 2250 Millard Harrison Drive in the Town of Readfield, Maine at 7:00 p.m. on May 18, 2016 for the purpose of determining the Budget Meeting articles set forth below.

**Article 1** To choose a moderator to preside at the said meeting.

**Article 2** To see what sum the RSU will be authorized to expend for Regular Instruction, including Alternative Education, ELLs (English Language Learners) Instruction, and Gifted & Talented Education.

School Board Recommends: \$7,052,343.00

*This article includes negotiated salaries and benefits for regular education instructional staff, supplies, professional development, contracted services, and copier maintenance costs.*

**Article 3** To see what sum the RSU will be authorized to expend for Special Education.

School Board Recommends: \$2,119,502.00

*This article includes negotiated salary and benefits for special education administration and instructional staff, special education legal costs, tuition costs for out of district placements. Special Education provides services as required by law.*

**Article 4** To see what sum the RSU will be authorized to expend for Career and Technical Education, Coop/Pathways Program and Capital Area Technical Center (CATC) Tuition.

School Board Recommends: \$0

*The State of Maine has changed funding and expense for CATC, so we no longer need to budget this tuition.*

**Article 5** To see what sum the RSU will be authorized to expend for Other Instruction (co-curricular, extra-curricular, and regular education summer instruction).

School Board Recommends: \$426,471.00

*This article includes activities in the middle school and high school such as sports, plays, math team, speech and debate, student senate. The expenses in this article are for coaching salaries, officials' services, supplies, equipment, dues & fees. This article also includes salaries and benefits for summer regular education instructional programs.*

**Article 6** To see what sum the RSU will be authorized to expend for Student Support (guidance, health, technology) and Staff Support (improvement of instruction and staff training, curricular, library, assessment).

School Board Recommends: \$1,637,529.00

*This article includes negotiated salary and benefits for staff and directors in the above mentioned departments, district wide professional development, NWEA and other assessment testing, and supplies.*

**Article 7** To see what sum the RSU will be authorized to expend for System Administration (School Board and Superintendent's Office).

School Board Recommends: \$567,089.00

*This article includes negotiated salary and benefits for central office staff, school board stipends, contracted services for legal and audit, legal liability insurance, supplies for school board and central office.*

**Article 8** To see what sum the RSU will be authorized to expend for School Administration (principals' offices).

School Board Recommends: \$920,217.00

*This article includes negotiated salary and benefits for principals and secretaries, principal professional development, accreditation costs, supplies, dues, and fees.*

**Article 9** To see what sum the RSU will be authorized to expend for Transportation and Buses.

School Board Recommends: \$947,642.00

*This article includes negotiated salary and benefits for transportation administration, mechanic and bus drivers, mandated physicals and drug testing, repairs, vehicle insurance, fuel, supplies, and lease purchase payments.*

**Article 10** To see what sum the RSU will be authorized to expend for Facilities Maintenance.

School Board Recommends: \$2,165,731.00

*This article includes negotiated salary and benefits for maintenance administration and custodians, utilities (electricity, oil/propane, telephone), contracted services for snowplowing, heating systems and roof monitoring, building repairs and projects, painting, and lease purchase payments of energy retrofit projects.*

**Article 11** To see what sum the RSU will be authorized to expend for Debt Service and Other Commitments.

School Board Recommends: \$564,733.00

*This article includes bond payments on school construction projects, including the middle school construction, high school addition and renovations, and additional athletic fields that were approved by referendum.*

**Article 12** To see what sum the RSU will be authorized to expend for All Other Expenditures (Food Services, Reimbursable Transportation).

School Board Recommends: \$87,063.00

*This article includes local dollar support of the food service program and reimbursable transportation provided for RSU #38 towns and recreation programs.*

**Article 13** To see what sum the RSU will appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the RSU will raise and assess as each municipality's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.

School Board Recommends:

amounts set forth below

<i>Total appropriated (by municipality)</i>		<i>Total raised (School Unit assessments by municipality)</i>	
<i>Manchester</i>	<i>\$3,778,434.00</i>	<i>Manchester</i>	<i>\$2,525,137.00</i>
<i>Mount Vernon</i>	<i>\$2,381,881.00</i>	<i>Mount Vernon</i>	<i>\$2,017,453.00</i>
<i>Readfield</i>	<i>\$3,974,806.00</i>	<i>Readfield</i>	<i>\$2,197,702.00</i>
<i>Wayne</i>	<i>\$1,416,191.00</i>	<i>Wayne</i>	<i>\$1,416,191.00</i>

*School Unit Total Appropriated \$11,551,312.00 School Unit Total Raised \$8,156,483.00*

State-Mandated Explanation: RSU #38's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that RSU #38 must raise and assess in order to receive the full amount of state dollars. *In other words, this article gives the minimum amount that each town will pay based on the ED 279 (state subsidy report) and that RSU #38 must raise and assess in order to receive the full amount of state dollars.*

**Article 14** To see what sum the RSU will raise and appropriate for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects in addition to the funds appropriated as the local share of the RSU's contribution to the total cost of funding public education from pre-kindergarten to grade 12.

School Board Recommends:

\$200,234.00

State-Mandated Explanation: Non-state funded debt service is the amount of money needed for the annual payments on RSU #38's long term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters. *This long term debt includes a portion of the Middle School construction project, the High School addition and renovations project, and the athletic fields.*

**Article 15** To see what sum the RSU will raise and appropriate in additional local dollars in support of the food service program.

School Board Recommends:

\$80,000.00

*This money helps fund the schools' food service program.*

**WRITTEN BALLOT REQUIRED**

- Article 16** To see what sum the RSU will raise and appropriate in additional local funds (Recommend \$3,628,706.00), which exceeds the State's Essential Programs and Services allocation model by (Recommend \$3,365,721.00), as required to fund the budget recommended by the School Board.

The School Board recommends \$3,628,706.00 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$3,365,721.00.

The \$3,365,721.00 that exceeds the 100% EPS funding level is needed to continue programs and services presently offered by the RSU which are not covered, or not fully covered, by EPS such as: contingency - \$71,000.00, co-curricular program (athletics, theater, math team, debate, etc.) - \$347,000.00, operations and maintenance - \$754,000.00, transportation - \$171,000.00, special education - \$586,000.00, system administration - \$282,000.00, regular education instruction - \$1,150,000.00. The funding from the state (\$3,394,830.00) is 29.39% of the total Essential Programs and Services (EPS) allocation. This allocation covers only a portion of the above noted programs. This article describes the additional funds that RSU #38 needs to raise to achieve the RSU #38 school district budget.

State Mandated Explanation: The additional local funds are those locally raised funds over and above RSU #38's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the RSU 38 budget for educational programs. *The funding from the state (\$3,394,830.00) is 29.39% of the total Essential Programs and Services (EPS) allocation. This allocation covers only a portion of the above noted programs. This article describes the additional funds that the school district needs to raise to achieve the RSU #38 school district budget.*

- Article 17** To see what sum the RSU will authorize the School Board to expend for the fiscal year beginning July 1, 2016 and ending June 30, 2017 from the RSU's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

School Board Recommends: \$16,488,320.00

*This article authorizes the School Board to spend the recommended budget in Fiscal Year 2017. The School Board cannot spend an amount above the authorized budget.*

- Article 18** Shall the RSU appropriate (Recommend \$172,000.00) for Adult Education and raise (Recommend \$63,000.00) as the local share; with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program?

School Board Recommends: ought to pass

*This article covers academic as well as enrichment programs offered through the adult education program.*

**Article 19** Shall the School Board be authorized to expend other revenue from State, Federal, local and private sources for the support of the schools?

School Board Recommends:

OUGHT TO PASS

*This article allows the School Board to pursue and use funds that may be received through unexpected grants or donations, and grant applications that are made by members of the Regional School Unit staff or community. We do not include a specific amount due to the unpredictability of the receipt of the funds and because most are dedicated to a specific project or purpose. Examples of some of the funding we received in 2015-2016 are: Health Center \$36,000.00; Title IA \$195,000.00; Title IIA \$55,000.00; Local Entitlement \$381,000.00; Rural Low Income \$22,000, Gear Up \$50,000; and other miscellaneous grants \$10,000.00. The estimated income for the upcoming year is \$749,000.00.*

Given under our hand this day, April 6<sup>th</sup>, 2016 at Readfield, Maine.

<u>Elizabeth J. Lemcock</u>	<u>JKH</u>
<u>Betty J. Mance</u>	
<u>Patricia L. Gach</u>	
<u>Melissa C. O'Neal</u>	
<u>J. Man</u>	
<u>Joan E. Farns</u>	
<u>Shirley Watson</u>	

A majority of the School Board of Regional School Unit No. 38

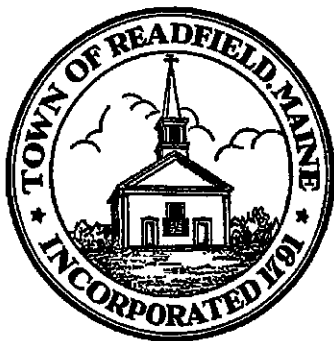
A true copy of the Warrant, attest:

Donna Foster  
Donna Foster, Resident  
Regional School Unit No. 38

**FYI**



# DRAFT



## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

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

### Annual Town Meeting Warrant Secret Ballot Tuesday, June 14, 2016

To: \_\_\_\_\_, resident of the Town of Readfield, in the County of Kennebec, State of Maine,

#### GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Readfield in said county and state, qualified by law to vote in town affairs, to meet at the Town Hall in said Town on Tuesday, the 14<sup>th</sup> day of June, A.D. 2016, at eight o'clock in the forenoon, then and there to act upon Article 1 and by secret ballot on Articles 2 through \_\_\_\_\_ as set out below, the polling hours therefor to be from 8 o'clock in the forenoon until 8 o'clock in the afternoon, said articles being the following:

Article 1: To elect a moderator to preside at said meeting and to vote by written ballot.

Article 2: To elect two Select Board members with three year terms, two RSU #38 School Board members, one with a one year term and one with a three year term and two Local School Board members, one with a two year term and one with a three year term.

Article 3: Shall the Town of Readfield vote to allow the Select Board to establish **Salaries and or Wages** of town officers and employees, not elsewhere established, for the period July 1, 2016 through June 30, 2017?

Article 4: Shall the Town vote to fix **September 30, 2016** or thirty days after the taxes are committed, whichever is later, and **February 28, 2017** as the dates of each of which one-half of the property taxes are due and payable, and as the dates from which interest will be charged on any unpaid taxes at a rate of **7%** per year, which is the State rate pursuant to Title 36 MRSA, 505.4?

Article 5: Shall the Town vote to authorize the Tax Collector to **Pay Interest** at a rate of 0.5% , which is lower than the State Rate of 7% , from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, § 506 & 506A?

Article 6: To see if the Town will vote to authorize the municipal officers, **If an Article Fails**, to spend an amount not to exceed 3/12 of the budgeted amount in each operational budget category

# DRAFT

that the town is legally obligated to pay, of the last year's approved budgeted amount during the period July 1, 2016 to October 1, 2016?

**Article 7:** Shall the Town vote to raise and appropriate **\$344,458** for the **General Government for Municipal Admin., Insurance, Office Equipment** budget category for the following budget lines?

Municipal Administration	\$302,202
Insurance	\$ 38,606
Office Equipment	\$ 3,650

*Select Board recommends:*

*Budget Committee recommends:*

**Article 8:** Shall the Town vote to raise and appropriate **\$51,472** for the **General Government for Assessing and Code Enforcement/Plumbing Inspector/Building Inspector** budget category for the following budget lines?

Assessing	\$22,000
CEO/LPI/BI	\$29,472

*Select Board recommends:*

*Budget Committee recommends:*

**Article 9:** Shall the Town vote to raise and appropriate **\$72,240** for the **General Government for Municipal Maintenance** budget category?

*Select Board recommends:*

*Budget Committee recommends:*

**Article 10:** Shall the Town vote to raise and appropriate **\$5,000** for the **General Government for Grant Writing/ Planning and Heating Assistance** budget category for the following budget lines, with all unexpended balances to be carried forward?

Grant Writing/Planning Ser.	\$3,500
Heating Assistance	\$1,500

*Select Board recommends:*

*Budget Committee recommends:*

**Article 11:** Shall the Town vote to raise and appropriate **\$5,360** for the **Boards and Commissions** budget category for the following budget lines, with unexpended balance of the Conservation budget line carried forward?

Appeals Board	\$ 410
Conservation Commission	\$2,245
Planning Board	\$2,705

*Select Board recommends:*

*Budget Committee recommends:*

# DRAFT

**Article 12:** Shall the Town vote to raise and appropriate **\$34,674** for the **Town Buildings Operations & Maintenance** budget category for the following budget lines?

Fire Station	\$ 9,800
Gile Hall	\$18,042
Library	\$ 5,332
Maintenance Building	\$ 1,500

*Select Board recommends:*

*Budget Committee recommends:*

**Article 13:** Shall the Town vote to raise and appropriate **\$59,621** for the **Community Services** budget category for the following budget lines, with the unexpended balance of the Library budget line carried forward?

Animal Control	\$13,905
Kennebec Land Trust	\$ 250
KVCOG	\$ 4,325
Library Services	\$26,956
Readfield TV	\$ 7,435
Street Lights	\$ 6,500
Maranacook Lake Dam	\$ 250

*Select Board recommends:*

*Budget Committee recommends:*

**Article 14:** Shall the Town vote to appropriate **\$19,201** for the **Beach and Recreation** budget category for the following budget lines with any unexpended balances to be carried forward?

Beach	\$ 9,130
Recreation	\$10,071

*Select Board recommends:*

*Budget Committee recommends:*

**Article 15:** Shall the Town vote to raise and appropriate **\$5,000** for the **Heritage Days** budget category to be expended for the 2017 Heritage Days with any unexpended balances to be carried forward?

*Select Board recommends:*

*Budget Committee recommends:*

**Article 16:** Shall the Town vote to raise and appropriate **\$301** for the **Readfield Community Park** budget category?

*Select Board recommends:*

*Budget Committee recommends:*

# DRAFT

Article 17: Shall the Town vote to raise and appropriate **\$2,467** for the **Trails Committee** budget line, with unexpended balance carried forward?

*Select Board recommends:*

*Budget Committee recommends:*

Article 18: Shall the Town vote to raise and appropriate **\$137,690** for the **Protection Department** budget category for the following budget lines with any unexpended balances to carry forward with the exception of the Ambulance Service, Dispatching and Emergency Operations Plan lines?

Operations Fire Dept.	\$74,025
Fire Dept. Equipment	\$ 8,000
Ambulance Service	\$22,300
Waterholes	\$ 500
Tower Sites	\$ 2,000
Dispatching	\$28,740
Annual Physicals	\$ 125
Personal Prot. Gear Repl.	\$ 2,000

*Select Board recommends:*

*Budget Committee recommends:*

Article 19: Shall the Town vote to raise and appropriate **\$31,906** for the **Cemetery Maintenance** budget category, with any unexpended balances to carry forward?

*Select Board recommends:*

*Budget Committee recommends:*

Article 20: Shall the Town vote to raise and appropriate **\$614,085** for the **Roads & Drainage** budget category for the following budget lines with any unexpended balance to be carried forward for the Summer Roads budget?

Summer Road Maint.	\$331,050
Winter Road Maint.	\$261,100
Vehicles Maint.	\$ 15,500
Interlocal Work	\$ 6,435

*Select Board recommends:*

*Budget Committee recommends:*

Article 21: Shall the Town vote to appropriate **\$67,200** for the **Capital Improvements for Fairgrounds and Transfer Station** budget category for the following budget lines with all accounts to be carried forward?

Fairgrounds Athletic Fields	\$ 7,200
Transfer Station	\$60,000

*Select Board recommends:*

# DRAFT

*Budget Committee recommends:*

Article 22. Shall the Town vote to raise and appropriate **\$10,000** for the Capital Improvements for the **Library Building** budget category with all accounts to be carried forward?

*Select Board recommends:*

*Budget Committee recommends:*

Article 23: Shall the Town vote to raise and appropriate **\$27,956** for the **Capital Improvements for Equipment** budget category for the following budget lines with all accounts to be carried forward?

*Select Board recommends:*

*Budget Committee recommends:*

Article 24: Shall the Town vote to raise and appropriate **\$64,975** for the **Capital Improvements for Maranacook Lake Dam** budget category for the following budget lines with all accounts to be carried forward?

Maranacook Lake Dam	\$64,975
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*Select Board recommends:*

*Budget Committee recommends:*

Article 25: Shall the Town vote to raise and appropriate **\$258,016** for the **Solid Waste Department** budget category for the following budget lines with all accounts to be carried forward?

Transfer Station	\$253,416
Backhoe	\$ 4,600

*Select Board recommends:*

*Budget Committee recommends:*

Article 26: Shall the Town vote to raise and appropriate **\$316,346** for the **Regional Assessments** budget category for the following budget lines which the town are legally bound to pay?

Cobbossee Watershed	\$ 20,816
Kennebec County Tax	\$270,400
First Park	\$ 25,130

*Select Board recommends:*

*Budget Committee recommends:*

Article 27: Shall the Town vote to raise and appropriate **\$346,302** for the **Debt Service** budget category for the following budget lines which the town are legally bound to pay?

2015 Fire Truck Bond/Lease	\$ 68,634
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# DRAFT

2013 Road & Bridge Bond	\$109,118
2008 Road & Bridge Bond	\$168,550

*Select Board recommends:*

*Budget Committee recommends:*

Article 28: Shall the Town vote to appropriate the amount equal to that paid to the Town by the State (based on snowmobile registrations) for the **Readfield Blizzard Busters Snowmobile Club** to be used for trail creation, maintenance and grooming?

*Select Board recommends:*

*Budget Committee recommends:*

Article 29: Shall the Town vote to raise and appropriate the requested amount of **\$1,441** for the **Central Maine Agency on Aging/Cohen Center/Senior Spectrum?**

*Select Board recommends:*

*Budget Committee recommends:*

Article 30: Shall the Town vote to raise and appropriate the requested amount of **\$1,000** for the **Kennebec Behavioral Health Agency?**

*Select Board recommends:*

*Budget Committee recommends:*

Article 31: Shall the Town vote to raise and appropriate the requested amount of **\$1,000** for the **Family Violence Agency?**

*Select Board recommends:*

*Budget Committee recommends:*

Article 32: Shall the Town vote to raise and appropriate the requested amount of **\$2,250** for the Courtesy Boat Inspection Program to the **Maranacook Lake Association** for **\$1,500** and the **Torsey Pond Association** for **\$750** on Maranacook Lake and Torsey Pond?

*Select Board recommends:*

*Budget Committee recommends:*

Article 33: Shall the Town vote to raise and appropriate the requested amount of **\$910** for the **Sexual Assault Agency?**

*Select Board recommends:*

*Budget Committee recommends:*

Article 34: Shall the Town vote to raise and appropriate the requested amount of **\$231** for the **30 Mile River Association?**

# DRAFT

*Select Board recommends:*

*Budget Committee recommends:*

Article 35: Shall the Town vote to appropriate **\$10,000** for the **Readfield Enterprise Fund** budget category with any balance to be carried forward?

*Select Board recommends:*

*Budget Committee recommends:*

Article 36: Shall the Town vote to raise and appropriate **\$5,000** for a **Revaluation?**

*Select Board recommends:*

*Budget Committee recommends:*

Article 37: Shall the Town vote to raise and appropriate **\$4,710** for the **General Assistance** budget category?

*Select Board recommends:*

*Budget Committee recommends:*

Article 38: Shall the Town vote to appropriate funds to cover all unanticipated overdrafts for from the Unassigned Fund Balance?

*Select Board recommends:*

*Budget Committee recommends:*

Article 39: Shall the Town vote to accept in trust the sums to be deposited as part of the **Readfield Cemetery Trust Funds** and the income to be used for the upkeep and maintenance of cemetery lot(s) in the Town of Readfield cemeteries as collected from 03/01/15 to 03/25/16?

James Luce     \$400

Article 40: Shall the Town vote to authorize **Expenditure of Revenues** from Federal, State, Local and private sources (including user fees), in those categories for which the revenue was intended (if no use is identified, the funds shall be deposited with the General Fund), in addition to the amounts appropriated previously in these articles?

Article 41: Shall the Town vote to appropriate the following **Estimated Revenues** to reduce the 2016 Tax Commitment?

State Revenue Sharing	\$110,000
Interest on Property Taxes	\$ 18,000
Interest on Investments	\$ 2,500
Veterans Exemption	\$ 3,200
Homestead Exempt. Reimb.	\$112,702
Tree Growth Reimb.	\$ 10,000
Bete Reimbursement	\$ 8,323
Boat Excise Taxes	\$ 7,500
Motor Vehicle Excise Taxes	\$460,000

# DRAFT

Agent Fees	\$ 10,000
Newsletter	\$ 100
Certified Copy Fees	\$ 1,250
Other Income	\$ 2,500
Heating	\$ 1,500
Plumbing fees	\$ 4,000
Land Use Permit Fees	\$ 5,000
Dog License Fees	\$ 1,800
Library Revenue	\$ 2,075
Cable Television Fees	\$ 26,000
Beach Income	\$ 9,130
Recreation Income	\$ 10,071
Protection	\$ 5,580
Local Roads	\$ 35,000
Interlocal	\$ 6,435
Transfer Station	\$145,308
First Park	\$ 10,000
Snowmobile (State reimb.)	\$ 1,489
Readfield Enterprise Fund	\$ 10,000
General Assistance (State reimb.)	\$ 2,355
<b><u>TOTAL</u></b>	<b><u>\$1,021,818</u></b>

*Select Board recommends:*

*Budget Committee recommends:*

Article 42: Shall the Town vote to appropriate the following Designated Funds to reduce the Fiscal Year Ending 2017 Expenditures?

Ball field Capital	\$ 7,200
Conservation	\$1,745
Maranacook Dam Capital	\$28,475
Transfer Station Capital	\$60,000
Roads	<u>\$99,600</u>
<b>Total</b>	<b>197,020</b>

Article 43: Shall the Town vote to close out the "Boundaries" carry forward account and re-appropriate the total account balance, estimated to be \$1,560, to the "Grant Writing/Planning" carry forward account?

Article 44: Shall the Town vote to authorize the Select Board to expend up to **Twenty Five Thousand Dollars (\$25,000)** from the Unassigned Fund Balance (General Fund), in the aggregate for one or more purposes, to meet contingencies that may occur during the ensuing fiscal year?

*Select Board recommends:*

*Budget Committee recommends:*

Article 45: Shall the Town vote to appropriate **\$175,000** from the Unassigned Fund Balance to



# DRAFT

**reduce the total tax commitment?**

*Select Board recommends:*

*Budget Committee recommends:*

Article 46: Shall the following amendments be made to the Town's **Land Use Ordinance** and be enacted?

Article 47: Shall the following amendments be made to the Town's **Administrative Ordinance** and be enacted?

Article 48: Shall the following amendments be made to the Town's **Conflict Of Interest and Recall Process Ordinance** and be enacted?

Article 49: Shall the Town vote to authorize the Select Board to enter into a Solid Waste & Recycling agreement, on a one-year trial basis, allowing the Town of Fayette to utilize and share cost of the Readfield & Wayne Transfer Station with an estimated savings to the Town of Readfield of \$5,700 in the first year and \$8,000 per year on average in subsequent years?

Article 50: Should the Town continue to use the **Secret Ballot** process for the 2017 Annual Town Meeting?

*NOTE: An attested true copy of the summary and/or full text of the ordinances has been posted together with this warrant, and copies are available from the office of the Town Clerk and will be available at the polls. The Municipal Officers have ordered this secret ballot referendum vote.*

Voted & Approved:

\_\_\_\_\_, 2016

\_\_\_\_\_  
Valarie Pomerleau, Chair

\_\_\_\_\_  
Thomas Dunham, Vice Chair

\_\_\_\_\_  
Bruce Bourgoine

\_\_\_\_\_  
Allen Curtis

\_\_\_\_\_  
Christine Sammons

A true copy of the warrant,

Attest: \_\_\_\_\_

Robin L. Lint

Clerk of the Town of Readfield

# Fiscal Year 2016-2017 Budget Information Sheets

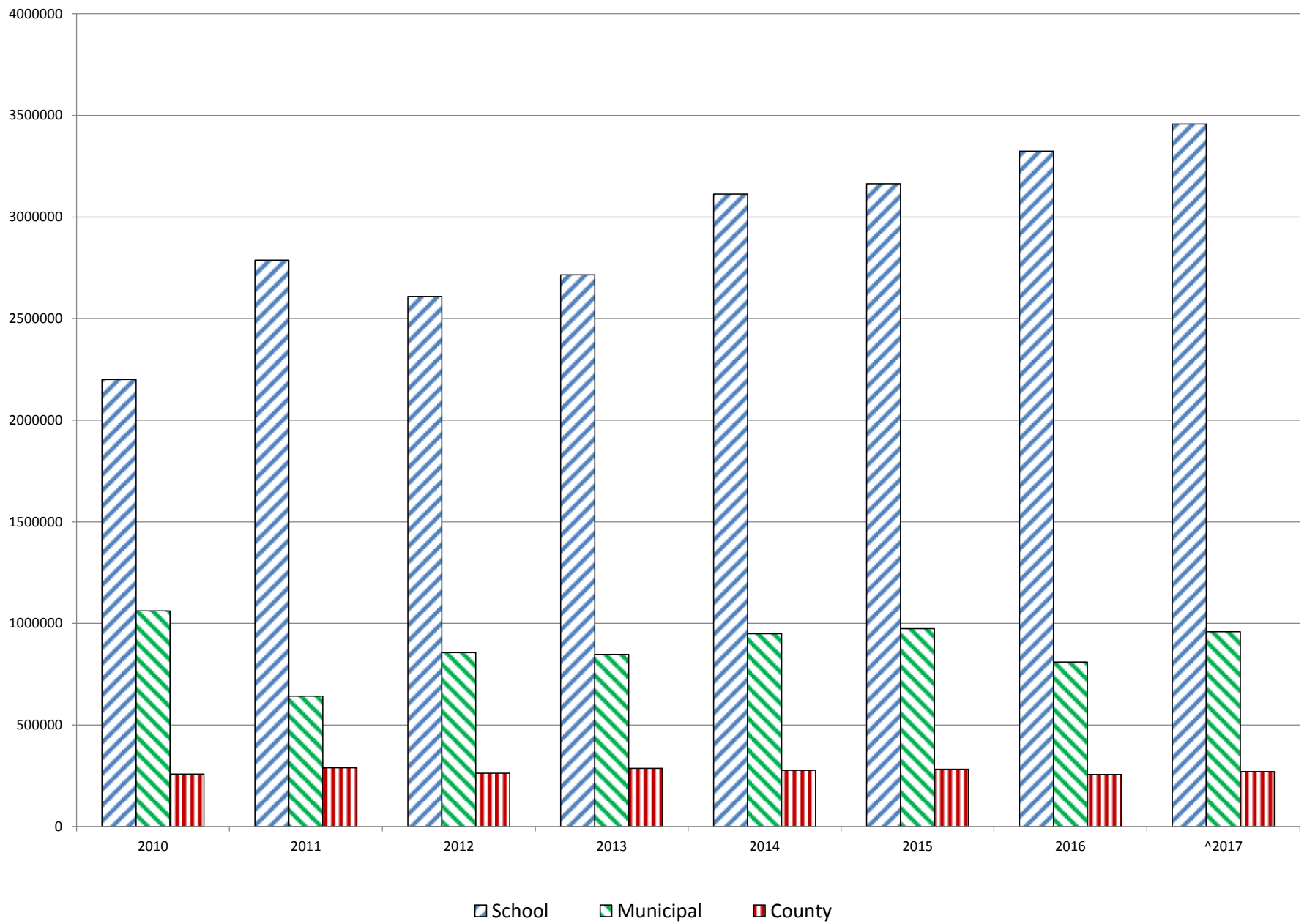
April 15, 2016

**The Budget Information Meeting will be held  
April 19th at 7:00pm at Gile Hall**

**All are welcome!**

<b><u>Fiscal Year 2016-2017 Budget 5th Draft Revision History</u></b>
<b>3/25/2016</b>
Adjusted Use of Designated funds up by \$25,000 (to offset Road work, from Summer Roads) to \$195,275 Reduced expected school increase from 6% to 4% - reduction of \$66,489 Adjusted TS Fee revenue up by \$4,000 to reflect fee increase / scale implementation Added \$20,000 to Capital Equipment to cover three year expected life of repaired truck - or lease purchase if early failure Added \$4,000 to Vehicle Maintenance to cover repairs to existing truck - had been previously dropped by \$6,500 Adjusted projected mil rate down to 19.42 to balance above changes
<b>3/25/2016</b>
Adjusted Expense and revenue for Heating assistance so they balance at \$1,500 Adjusted total valuation down by \$25,000 per Jackie Adjusted mil rate accordingly, still rounds to 19.42
<b>3/31/2016</b>
Added \$1000.00 to Expense and Revenues for Transfer Station Stickers (results of SWRC Mtg).
<b>4/14/2016</b>
Added Conservation Carry forward \$1,745 to 10-5001
<b>The proposed changes below are not reflected in the current draft warrant articles</b>
<b>4/14/2016 Budget Committee Meeting - Budget Committee Recommendations</b>
Move \$3,000 from Legal Fees to Grant Writing / Planning Move \$20,000 from Capital Improvements to Vehicle Maintenance - this correctly applies truck lease payments Reduce Vehicle Maintenance by \$4,000 due to lower servicing costs on a new vehicle Eliminate the Library Building Capital Reserve line - \$10,000 reduction Use \$30,000 from the Fire Equipment Carry Forward to offset a portion of the debt service payment for the new fire truck Increase the Use of Unassigned Fund Balance by \$30,000 to reflect additional anticipated lapsing funds Move \$301 from Community Park to Maintenance Recommend a maximum for overdrafts of \$5,000 Adjust the mil rate to reflect the \$74,000 in reductions to the tax commitment - 1/3 mil decrease to an estimated 19.12

## Municipal, School, and County Components of Committed Taxes

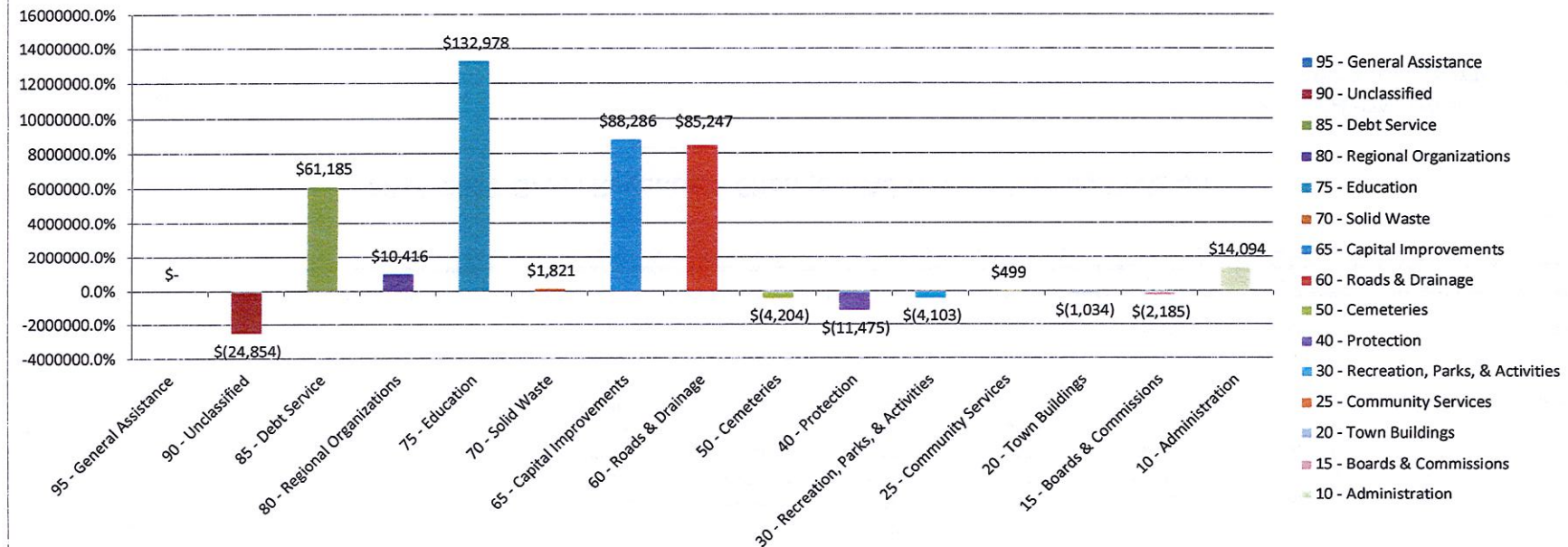


**Fiscal Year 2016 / 2017 Budget - Expense Summary**

DEPARTMENT	2014 ACTUAL	2015 BUDGET	2015 ACTUAL	2016 BUDGET	2016 YTD	2017 BUDGET	2016-2017 \$	2016-2017 %
95 - General Assistance	\$ 2,629	\$ 4,705	\$ 1,439	\$ 4,710	\$ 1	\$ 4,710	\$ -	0.0%
90 - Unclassified	\$ 80,742	\$ 68,375	\$ 23,030	\$ 88,175	\$ 21,025	\$ 63,321	\$ (24,854)	-28.2%
85 - Debt Service	\$ 222,053	\$ 324,663	\$ 324,901	\$ 285,117	\$ 284,051	\$ 346,302	\$ 61,185	21.5%
80 - Regional Organizations	\$ 320,889	\$ 327,275	\$ 322,361	\$ 305,930	\$ 281,882	\$ 316,346	\$ 10,416	3.4%
75 - Education	\$ 3,112,703	\$ 3,163,541	\$ 3,163,541	\$ 3,324,451	\$ 2,216,301	\$ 3,457,429	\$ 132,978	4.0%
70 - Solid Waste	\$ 244,474	\$ 253,185	\$ 228,912	\$ 256,195	\$ 152,583	\$ 258,016	\$ 1,821	0.7%
65 - Capital Improvements	\$ 56,930	\$ 64,160	\$ 22,791	\$ 81,845	\$ 26,725	\$ 170,131	\$ 88,286	107.9%
60 - Roads & Drainage	\$ 357,326	\$ 559,794	\$ 538,070	\$ 528,838	\$ 393,805	\$ 614,085	\$ 85,247	16.1%
50 - Cemeteries	\$ 31,811	\$ 31,003	\$ 28,135	\$ 36,110	\$ 20,982	\$ 31,906	\$ (4,204)	-11.6%
40 - Protection	\$ 121,367	\$ 133,342	\$ 121,080	\$ 149,165	\$ 88,874	\$ 137,690	\$ (11,475)	-7.7%
30 - Recreation, Parks, & Activities	\$ 27,671	\$ 24,327	\$ 13,590	\$ 31,072	\$ 21,054	\$ 26,969	\$ (4,103)	-13.2%
25 - Community Services	\$ 54,225	\$ 54,864	\$ 53,379	\$ 59,122	\$ 41,113	\$ 59,621	\$ 499	0.8%
20 - Town Buildings	\$ 38,840	\$ 50,377	\$ 35,894	\$ 35,708	\$ 18,709	\$ 34,674	\$ (1,034)	-2.9%
15 - Boards & Commissions	\$ 5,631	\$ 9,140	\$ 4,248	\$ 7,545	\$ 1,591	\$ 5,360	\$ (2,185)	-29.0%
10 - Administration	\$ 447,010	\$ 450,520	\$ 449,570	\$ 459,076	\$ 298,688	\$ 473,170	\$ 14,094	3.1%

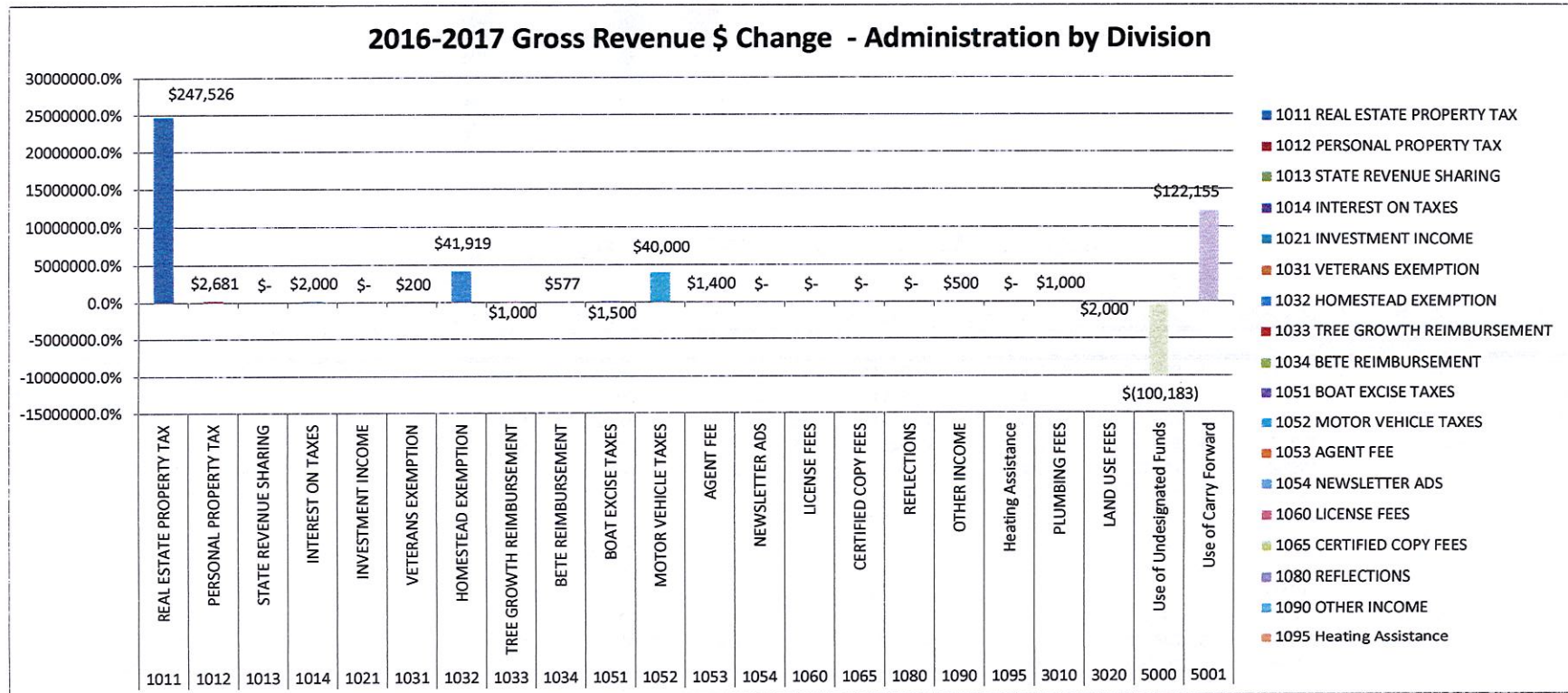
<b>TOTAL</b>	\$ 5,124,299	\$ 5,519,271	\$ 5,330,942	\$ 5,653,059	\$ 3,867,385	\$ 5,999,730	\$ 346,671	6.1%
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**2016-2017 Gross Expense \$ Change - by Department**



**Fiscal Year 2016 / 2017 Budget - Revenue Summary**

DEPARTMENT	2014 ACTUAL	2015 BUDGET	2015 ACTUAL	2016 BUDGET	2016 YTD	2017 BUDGET	2016-2017 \$	2016-2017 %
10- ADMINISTRATION	\$ 5,068,419	\$ 5,319,625	\$ 5,189,999	\$ 5,370,211	\$ 4,917,680	\$ 5,734,487	\$ 364,276	6.8%
15 - BOARDS & COMMISSIONS	\$ 19,792	\$ -	\$ 726	\$ -	\$ 3,125	\$ -	\$ -	-
20 - TOWN BUILDINGS O&M	\$ 2,213	\$ -	\$ 919	\$ -	\$ 25	\$ -	\$ -	-
25 COMMUNITY SERVICES	\$ 33,845	\$ 29,575	\$ 21,671	\$ 29,575	\$ 32,455	\$ 29,875	\$ 300	1.0%
30 RECREATION, PARKS,& ACTIVITIES	\$ 18,176	\$ 19,021	\$ 15,018	\$ 20,766	\$ 11,377	\$ 19,201	\$ (1,565)	-7.5%
40 PROTECTION	\$ 20,700	\$ 4,000	\$ 18,179	\$ 5,580	\$ 9,631	\$ 5,580	\$ -	0.0%
50 CEMETERIES	\$ 2,804	\$ -	\$ 200	\$ 7,000	\$ 37	\$ -	\$ (7,000)	-100.0%
60 Roads & Drainage	\$ 743,407	\$ 36,504	\$ 48,986	\$ 37,388	\$ 44,494	\$ 41,435	\$ 4,047	10.8%
65 CAPITAL IMPROVEMENTS	\$ 235,297	\$ -	\$ -	\$ 19,000	\$ -	\$ -	\$ (19,000)	-100.0%
70 SOLID WASTE	\$ 120,898	\$ 144,092	\$ 148,218	\$ 145,598	\$ 109,973	\$ 145,308	\$ (290)	-0.2%
90 UNCLASSIFIED	\$ 27,661	\$ 15,731	\$ 20,200	\$ 20,936	\$ 8,450	\$ 21,489	\$ 553	2.6%
95 GENERAL ASSISTANCE	\$ 2,778	\$ 2,100	\$ 269	\$ 2,100	\$ -	\$ 2,355	\$ 255	12.1%
<b>TOTAL</b>	<b>\$ 6,295,991</b>	<b>\$ 5,570,648</b>	<b>\$ 5,464,383</b>	<b>\$ 5,658,154</b>	<b>\$ 5,137,248</b>	<b>\$ 5,999,730</b>	<b>\$ 341,576</b>	<b>6.0%</b>





Article	Department	Question	Notes	2015/16 Last Year Approved	My Vote 2016/17
#1-2	Election Part	#1-vote for Moderator at Polls, #2-election of Officers, Select Board, RSU Board, Local School Board			
#3	Salaries and or Wages	Shall the Town of Readfield vote to allow the Select Board to establish <b>Salaries and or Wages</b> of town officers and employees, not elsewhere established, for the period July 1, 2016 through June 30, 2017?		YES	
#4	Set Payment Dates of Taxes	Shall the Town vote to fix <b>September 30, 2016</b> or thirty days after the taxes are committed, whichever is later, and <b>February 28, 2017</b> as the dates of each of which one-half of the property taxes are due and payable, and as the dates from which interest will be charged on any <b>unpaid taxes at a rate of 7%</b> per year, which is the State rate pursuant to Title 36 MRSA, 505.4?	<i>The rate is the State's allowable interest rate. Last year it was voted in at 4%.</i>	YES-4%	
#5	Payable Interest	Shall the Town vote to authorize the Tax Collector to <b>Pay Interest</b> at a rate of 0.5% , which is lower than the State Rate of 7% , from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, § 506 & 506A?	<i>If not voted in the rate would default to the State's allowable interest rate of 7%. Last year it was voted in at .5%.</i>	YES-.5%	
#6	If an Article Fails	To see if the Town will vote to authorize the municipal officers, If an <b>Article Fails</b> , to spend an amount not to exceed 3/12 of the budgeted amount in each operational budget category that the town is legally obligated to pay, of the last year's approved budgeted amount during the period July 1, 2016 to October 1, 2016?		YES	
#7	General Gov. for Municipal Admin.	Shall the Town vote to raise and appropriate <b>\$344,458</b> for the General Government for <b>Municipal Admin.</b> , Insurance, Office Equipment budget category for the following budget lines?		<b>\$327,525</b>	
		Municipal Administration \$302,202		\$299,370;	
		Insurance \$ 38,606		\$24,650	
		Office Equipment \$ 3,650		\$3,505	
#8	General Gov. Assessing & Code Enf./Pmb.	Shall the Town vote to raise and appropriate <b>\$51,472</b> for the General Government for <b>Assessing and Code Enforcement/Plumbing Inspector/Building Inspector</b> budget category for the following budget lines?		<b>\$50,146</b>	
		Assessing \$22,000		\$21,400	
		CEO/LPI/BI \$29,472		\$28,746	
#9	General Gov. Maintenance	Shall the Town vote to raise and appropriate <b>\$72,240</b> for the <b>General Government for Municipal Maintenance</b> budget category?	<i>Operational cost.</i>	<b>\$74,905</b>	
#10	Grant Writing Planning & Heating Asst.	Shall the Town vote to raise and appropriate <b>\$5,000</b> for the <b>General Government for Grant Writing/ Planning and Heating Assistance</b> budget category for the following budget lines, with all unexpended balances to be carried forward?		<b>\$4,000</b>	
		Heating Asst.-\$1,500	<i>Heating Assistance Donations of 3,500 is a carry forward account, no tax dollars.</i>	\$1,500	
		Grant Writing/Planning-\$3,500	<i>Additional funds will help to support GIS mapping for use by multiple departments</i>	\$2,500	
#11	Boards & Commissions	Shall the Town vote to raise and appropriate <b>\$5,360</b> for the <b>Boards and Commissions</b> budget category for the following budget lines, with unexpended balance of the Conservation budget line carried forward?	<i>Trails Committee removed from this line last year thus the big difference between 2014 and 2015's amounts.</i>	<b>\$7,545</b>	
		Appeals Board-\$410		\$407	
		Conservation Commission-\$2,245	<i>Carry Forward of \$1,745</i>	\$4,365	
		Planning Board-\$2,705		\$2,773	

Article	Department	Question	Notes	2015/16 Last Year Approved	My Vote 2016/17
#12	Buildings Operations & Maintenance	Shall the Town vote to raise <b>\$35,708</b> for the <b>Town Buildings Operations &amp; Maintenance</b> budget category for the following budget lines?	<i>Utilities and Maintenance of Town Buildings &amp; grounds</i>	<b>\$35,708</b>	
		Fire Station-\$ 9,800		\$10,700	
		Gile Hall-\$18,042		\$18,122	
		Library-\$5,332		\$5,386	
		Maintenance Building-\$1,500		\$1,500	
#13	Community Services	Shall the Town vote to raise and appropriate <b>\$59,621</b> for the <b>Community Services</b> budget category for the following budget lines, with the unexpended balance of the Library budget line carried forward?		<b>\$59,122</b>	
		Animal Control-\$13,905	<i>This includes a \$550 stipend increase</i>	\$16,622	
		Kennebec Land Trust-\$250		\$250	
		KVCOG-\$4,325		\$4,345	
		Library Services-\$26,956		\$26,438	
		Readfield TV-\$7435		\$5,717	
		Street Lights-\$6,500		\$5,500	
		Maranacook Lake Dam-\$250		\$250	
#14	Beach and Recreation	Shall the Town vote to appropriate <b>\$19,201</b> for the <b>Beach and Recreation</b> budget category for the following budget lines with any unexpended balances to be carried forward?	<i>Beach and Recreation are both self supporting and no tax dollars are spent.</i>	<b>\$18,066</b>	
		Beach-\$9,130		\$9,060	
		Recreation-\$10,071		\$9,006	
#15	Heritage Days	Shall the Town vote to raise and appropriate <b>\$5,000</b> for the <b>Heritage Days</b> budget category to be expended for the 2017 Heritage Days with any unexpended balances to be carried forward?	<i>Heritage Days is held every other year raising \$5,000 per year. \$5,000 from carry forward.</i>	<b>\$10,000</b>	
#16	Community Park	Shall the Town vote to raise and appropriate <b>\$301</b> for the Readfield <b>Community Park</b> budget category?	<i>This amount is for the mowing of the Park.</i>	<b>\$306</b>	
#17	Trails Committee	Shall the Town vote to raise and appropriate <b>\$2,467</b> for the <b>Trails Committee</b> budget line, with unexpended balance carried forward?	<i>Last year Trails was funded by a one time single donation.</i>	<b>\$0</b>	
#18	Protection Department	Shall the Town vote to raise and appropriate <b>\$137,690</b> for the <b>Protection Department</b> budget category for the following budget lines with any unexpended balances to carry forward with the exception of the Ambulance Service, Dispatching and Emergency Operations Plan lines?		<b>\$153,165</b>	
		Operation of Fire Dept.-\$74,025		\$84,970	
		Fire Department Capital Equipment-\$8,000		\$13,500	
		Ambulance Service-\$22,300		\$22,000	
		Waterholes-\$500		\$500	
		Tower Sights-\$2,000		\$2,000	
		Dispatching-\$28,740		\$28,000	
		Annual Physicals-\$125		\$125	
		Personal Protective Gear Repl.-\$2,000		\$2,000	
#19	Cemetery Maintenance	Shall the Town vote to raise and appropriate <b>\$31,906</b> for the <b>Cemetery Maintenance</b> budget category, with any unexpended balances to carry forward?	<i>This includes a \$250 stipend reduction</i>	<b>\$29,110</b>	

Article	Department	Question	Notes	2015/16 Last Year Approved	My Vote 2016/17
#20	Roads & Drainage	Shall the Town vote to raise and appropriate <b>\$614,085</b> for the <b>Roads &amp; Drainage</b> budget category for the following budget lines with any unexpended balance to be carried forward for the Summer Roads budget?		<b>\$528,838</b>	
		Summer Road Maint.-\$331,050	<i>\$35,000 Local Road Assist., \$99,600 Carry Forward</i>	\$247,950	
		Winter Road Maint.-\$261,100	<i>Snow Plowing</i>	\$260,500	
		Vehicles Maint.-\$15,500	<i>Maintenance &amp; Fuel</i>	\$18,000	
		Interlocal Work-\$6,435	<i>\$6,435 paid by Wayne, no tax dollars.</i>	\$2,388	
#21	(1) Capital Improvements	Shall the Town vote to appropriate <b>\$67,200</b> for the Capital Improvements for <b>Fairgrounds and Transfer Station</b> budget category for the following budget lines with all accounts to be carried forward?	<i>The unexpended balances in these accounts are non-lapsing carry forwards.</i>	<b>\$46,645</b>	
		Fairgrounds Athletic Fields-\$7,200	<i>\$7,200 from carry forward. No tax dollars.</i>	\$8,645	
		Transfer Station-\$60,000	<i>\$60,000 from Transfer Station Capital Imp. For a scale. No tax dollars.</i>	\$38,000	
#22	(2) Capital Improvements	Shall the Town vote to raise and appropriate <b>\$10,000</b> for the Capital Improvements for the <b>Library Building</b> budget category with all accounts to be carried forward?	<i>NEW. Funds to build a balance to improve the library building or to put toward a building purchase.</i>	<b>N/A</b>	
#23	(3) Capital Improvements	: Shall the Town vote to raise and appropriate <b>\$27,956</b> for the Capital Improvements for <b>Equipment</b> budget category for the following budget lines with all accounts to be carried forward?	<i>\$20,000 has been added for the necessary replacement of the town 1-ton truck through purchase or lease.</i>	<b>\$7,200</b>	
#24	(4) Capital Improvements	Shall the Town vote to raise and appropriate <b>\$64,975</b> for the <b>Capital Improvements for Maranacook Lake Dam</b> budget category for the following budget lines with all accounts to be carried forward?	<i>Additional unanticipated expense arose out of more complete engineering and design estimates. This is a two-year project. \$28,475 carry forward.</i>	<b>\$28,000</b>	
#25	Solid Waste Department	Shall the Town vote to raise and appropriate \$258,016 for the Solid Waste Department budget category for the following budget lines with all accounts to be carried forward?		<b>\$256,195</b>	
		Transfer Station-\$253,416	<i>Total expenses for the Transfer Station are proposed at \$258,016 and will be reduced by estimated revenues of \$37,200. Half of the remaining cost will be Readfield's share: \$108,108 Wayne pays the other half.</i>	\$253,595	
		Backhoe-\$4,600	<i>Fuel &amp; Maintenance.</i>	\$2,600	
#26	Regional Assessments	Shall the Town vote to raise and appropriate <b>\$316,346</b> for the <b>Regional Assessments</b> budget category for the following budget lines which we are legally bound to pay?	<i>KVCOG not in this line for 2015 and this year.</i>	<b>\$305,930</b>	
		Cobbossee Watershed-\$20,816		\$19,825	
		Kennebec County Tax-\$270,400		\$260,000	
		First Park-\$25,130		\$26,105	
#27	Debt Service	Shall the Town vote to raise and appropriate \$346,302 for the Debt Service budget category for the following budget lines which the town are legally bound to pay?		<b>\$285,117</b>	
		2015-Fire Truck Bond/Lease \$ 68,634	<i>New debt approved in November of 2016.</i>		
		2013-Road & Bridge Bond \$109,118		\$109,117	
		2008-Road & Bridge Bond \$168,550		\$176,000	
#28	Snowmobile Club	Shall the Town vote to appropriate the amount equal to that paid to the Town by the State (based on snowmobile registrations) for the Readfield Blizzard Busters Snowmobile Club to be used for trail creation, maintenance and grooming?	<i>Request by qualified petition. Reimbursed by State. Estimated to be \$1,489 in total reimbursement.</i>	<b>\$1,436</b>	
#29	Central Maine Agency on Aging	Shall the Town vote to raise and appropriate the requested amount of <b>\$1,441</b> for the <b>Central Maine Agency on Aging/Cohen Center/Senior Spectrum?</b>	<i>Request by qualified petition.</i>	<b>\$1,441</b>	



Article	Department	Question	Notes	2015/16 Last Year Approved	My Vote 2016/17
#30	Kennebec Behavioral Health	Shall the Town vote to raise and appropriate the requested amount of <b>\$1,000</b> for the <b>Kennebec Behavioral Health Agency</b> ?	<i>Request by qualified petition.</i>	<b>\$1,000</b>	
#31	Family Violence	Shall the Town vote to raise and appropriate the requested amount of <b>\$1,000</b> for the <b>Family Violence Agency</b> ?	<i>Request by qualified petition.</i>	<b>\$1,312</b>	
#32	Courtesy Boat Inspection	Shall the Town vote to raise and appropriate the requested amount of \$2,250 for the Courtesy Boat Inspection Program to the <b>Maranacook Lake Association</b> for \$1,500, and the <b>Torsey Pond Association</b> for \$750 on Maranacook Lake and Torsey Pond.	<i>Request by qualified petition.</i>	<b>\$2,250</b>	
#33	Sexual Assault Agency	Shall the Town vote to raise and appropriate the requested amount of <b>\$910</b> for the <b>Sexual Assault Agency</b> ?	<i>Request by qualified petition.</i>	<b>\$910</b>	
#34	30 Mile River	Shall the Town vote to raise and appropriate the requested amount of <b>\$231</b> for the <b>30 Mile River Association</b> ?	<i>Request by qualified petition.</i>	<b>\$231</b>	
#35	Enterprise Fund	Shall the Town vote to appropriate <b>\$10,000</b> for the <b>Readfield Enterprise Fund</b> budget category with any balance to be carried forward?	<i>All funds are from the repayments of loans from the Readfield Enterprise Grant Funds- no tax dollars.</i>	<b>\$10,000</b>	
#36	Revaluation	Shall the Town vote to raise and appropriate <b>\$5,000</b> for a <b>Revaluation</b> ?	<i>Reserve non-lapsing account for a future revaluation.</i>	<b>\$5,000</b>	
#37	General Assistance	Shall the Town vote to raise and appropriate <b>\$4,710</b> for the <b>General Assistance</b> budget category?	<i>50% reimbursed by the State..</i>	<b>\$4,710</b>	
#38	Overdrafts	Shall the Town vote to appropriate funds to cover all <b>Overdrafts</b> from the Unassigned Fund Balance?	<i>Las year vote not to exceed \$7000.</i>	<b>YES</b>	
#39	Cemetery Trust Funds	Shall the Town vote to accept in trust the sums to be deposited as part of the Readfield <b>Cemetery Trust Funds</b> and the income to be used for the upkeep and maintenance of cemetery lot(s) in the Town of Readfield cemeteries as collected from 03/01/15 to 03/25/16?		<b>YES</b>	
#40	Expenditure of Revenues	Shall the Town vote to authorize Expenditure of Revenues from Federal, State, Local and private sources (including user fees), in those categories for which the revenue was intended (if no use is identified, the funds shall be deposited with the General Fund), in addition to the amounts appropriated previously in these articles?		<b>YES</b>	
#41	Estimated Revenues	Shall the Town vote to appropriate the following <b>Estimated Revenues</b> to reduce the 2016 Tax Commitment?	<b><u>2015/16 Last Year Approved</u></b>		
		State Revenue Sharing-\$110,000      Dog License Fees-\$1,800	\$110,000	\$3,500	
		Interest on Property Taxes-\$18,000      Library Revenue-\$2,075	\$16,000	\$2,075	
		Interest on Investments-\$2,500      Cable Telev. Fees-\$26,000	\$2,500	\$24,000	
		Veterans Exemption-\$3,200      Beach Income-\$9,130	\$3,000	\$9,060	
		Homestead Exempt. Reimb.-\$112,702      Recreation Income-\$10,071	\$70,783	\$9,006	
		Tree Growth-\$10,000      Fire Admin Assist.-\$5,580	\$9,000	\$5,580	
		Bete Reimbursement-\$8,323      Local Road-\$35,000	\$4,532	\$35,000	
		Boat Excise Taxes-\$7,500      Interlocal-\$6,435	\$6,000	\$2,388	
		Motor Vehicle Excise-\$460,000      Transfer Station-\$145,308	\$420,000	\$145,598	
		Certified Copy Fees-\$1,250      First Park-\$10,000	\$1,250	\$9,500	
		Other Income-\$2,500      Snowmobile(State reimb.)-\$1,489	\$2,000	\$1,436	
		Heating-\$1,500      Readfield Enterprise Fund-\$10,000	\$1,500	\$10,000	
		Plumbing Fees-\$4,000      General Assist.(State reimb.)-\$2,355	\$3,000	\$2,100	
		Land Use Permit Fees-\$5,000      Agent Fees-\$10,00	\$3,000	\$8,600	
		Newsletter-\$100	\$100		
		<b>Total \$1,021,818</b>	<b>Total \$920,508</b>		

Article	Department	Question	Notes	2015/16 Last Year Approved	My Vote 2016/17
#42	Designated Funds	Shall the Town vote to appropriate the following Designated Funds to reduce the Fiscal Year Ending 2017 Expenditures?	<i>NEW. These numbers used to appear in the individual departments.</i>	\$39,645	
		Ballfield Capital \$7,200		\$8,645	
		Conservation \$1,745		\$4,000	
		Maranacook Dam Capital \$28,475		\$8,000	
		Transfer Station Capital \$60,000		\$19,000	
		Roads \$99,600		\$0	
#43	Boundaries	Shall the Town vote to close out the "Boundaries" carry forward account and re-appropriate the total account balance, estimated to be \$1,560, to the "Grant Writing/Planning" carry forward account?	<i>In 2014 \$1,000 was voted in for Town Boundary work and \$2,500 voted in at the 2015 Town Meeting vote.</i>	\$2,500	
#44	Unassigned Fund Balance	Shall the Town vote to authorize the Select Board to expend up to Twenty Five Thousand Dollars (\$25,000) from the Unassigned Fund Balance (General Fund), in the aggregate for one or more purposes, to meet contingencies that may occur during the ensuing fiscal year?	<i>This amount has previously been \$50,000 but was reduced this year.</i>	YES	
#45	Reduce Total Tax Commitment	Shall the Town vote to appropriate \$175,000 from the Unassigned Fund Balance to reduce the total tax commitment?	<i>This number has been reduced to stay in compliance with our unassigned fund balance policy.</i>	250,183	
#46	Administration Ordinance	Shall the following amendments be made to the Town's <b>Administrative Ordinance</b> and be enacted?	<i>NEW. This is an amendment to an ordinance passed for the first time last year that allows the Select Board to do the house keeping items and decrease the number of articles on this warrant.</i>		
#47	LUO Amendment	Shall the following amendments be made to the Town's <b>Land Use Ordinance</b> and be enacted?	<i>NEW. This article clarifies the Town's Land Use Ordinance</i>		
#48	Conflict of Interest & Recall Ordinance	Shall the following amendments be made to the Town's <b>Conflict Of Interest and Recall Process Ordinance</b> and be enacted?	<i>NEW. This article addresses a line in the current ordinance that is not consistent with state law.</i>		
#49	Solid Waste & Recycling agreement with Fayette	Shall the Town of Readfield enter into a <b>Solid Waste &amp; Recycling agreement</b> allowing the Town of Fayette to utilize and share cost of the Readfield/Wayne Recycling & Solid Waste Facility, with an estimated savings to the Town of Readfield of \$5,700 in the first year and \$8,000 per year on average in subsequent years?	<i>NEW - This article authorizes the Board to work with Wayne and Fayette on a trial basis to stabilize operations at the Transfer Station and save taxpayer dollars.</i>		
#50	Town Meeting Vote	Shall the Town vote by Secret Ballot on warrant articles at the 2017 Annual Town Meeting?	<i>This will be an advisory vote that the Select Board will consider when determining if you will continue to vote by secret ballot next year.</i>	YES	