

**Readfield Select Board
Meeting Agendas
May 1, 2017, Readfield Town Office**

Select Board Meeting starts at 6:30 PM
Meeting ends (unless extended): 8:00 PM

Pledge of Allegiance

Regular Meeting - 10 minutes

17-176 - Minutes: Select Board meeting minutes of April 19, 2017. - 5 minutes

17-177 - Warrants: #46 & #47. - 5 minutes

Communications - 25 minutes

Select Board communications. - 5 minutes

Town Manager's Report - 5 minutes

Boards, Committees, Commissions, & Departments - 5 minutes

- Readfield Corner Water Association Annual Meeting minutes of May 4, 2016
- Board of Appeals Minutes of October 28, 2016, December 15, 2016, April 13, 2017
- Age Friendly Community Committee minutes of February 22, 2017
- Cobbossee Watershed District minutes of March 22, 2017

Public Communication - Members of the public may address the Select Board. – 10 minutes

Appointments, Reappointments, and Resignations - 5 minutes

17-178 - Consider the appointment of four members to the ad hoc Parks Commission

17-179 - Consider the resignation of Allen Curtis from the Board of Appeals

Old Business - 20 minutes

17-161 - Review of Draft Ordinances / Ordinance Amendments - 20 minutes

- Board of Appeals Ordinance - proposed new - third reading
- Land Use Ordinance amendment review

New Business - 25 minutes

17-180 - Maranacook Lake Outlet Dam Bid Review - 10 minutes

17-181 - Consider a liquor license renewal for the Emporium - 10 minutes

17-182 - Set the date of a final Public Hearing to consider referendum questions on the Secret Ballot - 5 minutes

Future Agenda Items - 5 minutes

Adjournment

REGULAR MEETING

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

Readfield Select Board
Regular Meeting Minutes – April 19, 2017 – *Unapproved*

Select Board Members Present: Bruce Bourgoine, Thomas Dunham, John Parent, Christine Sammons, and Kathryn Woodsum

Others Attending: Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starrett (Channel 7), Sandra Rourke, Carolyn Armstrong, Richard Choate, Greg Durgin, Allen Curtis, Grade Keene, David Hepfner, Robert Henderson, Debora Doten, Matt Curtis, Val Pomerleau, Sean Goodwin (KCEMA), John Perry

Regular Meeting

Mr. Bourgoine called the meeting to order at 6:30 pm followed by The Pledge of Allegiance.

- **17-173 – Minutes: Select Board meeting minutes of April 3, 2017**
 - **Motion** made by Mr. Parent to approve the Select Board meeting minutes of April 3, 2017 as amended, **second** by Mrs. Woodsum. **Vote 5-0 in favor.**
- **17-174 – Warrants #43, #44 & #45**
 - Mr. Bourgoine reviewed Warrants #43, #44 & #45
 - **Motion** made by Mr. Bourgoine to approve Warrants #43, #44 & #45 in the amount of \$59,121.91, **second** by Mrs. Woodsum. **Discussion:** Regarding RFP and Cemeteries/Wood/Brush Removal. **Vote 5-0 in favor.**

Communications

- **Select Board Communications**
 - Mrs. Sammons **reminded** everyone that the Union Meeting House is having a restoration fundraiser on Saturday, April 17 from 5:00-7:00 pm at MCHS and the cost is \$15.00.
 - Mr. Parent mentioned the Road Side Clean-Up Day is Saturday, May 13. There is information in the Town Messenger and on the Website. Meeting at 9:00 am at the Fairgrounds parking lot, lunch will be provided. Looking for volunteers.
- **Town Manager's Report**
 - Mr. Dyer went over the Town Manager's report dated April 19, 2017
- **Treasure's Report (March)**
 - Mr. Dyer went over the Treasure's Report for March 2017
- **Boards, Committees, Commissions & Departments**
 - Library Board minutes of March 1, 2017
 - *Thank you for submitting your minutes.*
- **Public Communications - Members of the public may address the Select Board on any topic**
 - Dave Hepfner asked if when reviewing the Budget/Warrant if discussion can be done at that time, was addressed that there will be time for public input during the review.

Readfield Select Board
Regular Meeting Minutes – April 19, 2017 – *Unapproved*

New Business:

- **17-175 – Emergency Operations Plan Tabletop exercise**
 - Lee Mank, Readfield Fire Chief and Sean Goodwin from Kennebec Country Emergency Management Agency presented the Emergency Operation Plan Tabletop exercise.

Short Break

Old Business:

- **17-161 – Review of Draft Ordinances / Ordinance Amendments**
 - * **Board of Appeals Ordinance – proposed new – second reading**
 - Appeals Board meeting on April 24th at 5:00 pm for review.
 - Draft included in packet reflects changes from last discussion. A lot of great progress.
 - Mr. Curtis spoke regarding the progress the Board of Appeals is working on with the ordinance.
 - Ordinance came from different ordinances, state statute, different language from around the state and language pertinent to Readfield and the 1973 vote from Readfield.
 - Discussion amongst the Selectboard and public comments from Matthew Curtis.
- **17-169 – Final Budget & Warrant Approval**
 - Matthew Curtis spoke that he feels the residents really want to address the articles one at a time.
 - Dave Hefner spoke on behalf of himself and his wife regarding Articles 12, 17, and 27
 - Allen Curtis spoke regarding Articles 3, 17, 27 and 42
 - Sandra Rourke spoke regarding Articles 16 and 17
 - Matthew Curtis spoke regarding Articles 8, 9 and 12
 - John Perry spoke regarding Article 27
 - Carolyn Armstrong spoke that she feels we should have went through each Article separately.
 - Greg Durgin spoke regarding Article 12
 - Bob Henderson spoke regarding the MIL rate and the taxes
 - Mr. Dunham would like to see the MIL rate stay at the current rate and not be changed.

Motion made by Mrs. Sammons to extend the meeting until 9:15pm, second by Mr. Parent. Vote 5-0 in favor.

- **Selectboard review of Annual Town Meeting Warrant:**
 - Articles 1 and 2: No recommendations needed
 - Article 3: There are 3 options presented on warrant and one submitted by Mr. Bourgoine. **Motion made by Mr. Bourgoine to approve option 4: Shall the town vote to confirm the term for Select Board elected on this day and at subsequent elections as being from the day of election until the day of the next election, effective 90 days from this vote?** **Second by Mrs. Woodsum. Vote 4-0-1 Mr. Dunham didn't vote.**
 - Articles 4, 5, 6 and 7: No recommendations needed
 - Article 8: **Motion made by Mrs. Woodsum to approve Article 8 with a recommendation as yes, Second by Mrs. Sammons. Discussion: Amendment of \$22,000. Vote 4-1, opposed by Mr. Dunham.**

Readfield Select Board
Regular Meeting Minutes – April 19, 2017 – *Unapproved*

- Article 9: **Motion** made by Mrs. Woodsum to approve Article 9 with a recommendation as yes, **Second** by Mr. Parent. **Discussion**: Amendment of Vehicle Maintenance to \$31,600 eliminating a new sidewalk holder. **Vote** 4-1, opposed by Mr. Dunham.
- Article 10: **Motion** made by Mrs. Woodsum to approve Article 10 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- Article 11: **Motion** made by Mrs. Woodsum to approve Article 11 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 4-1, opposed by Mr. Dunham.
- Article 12: **Motion** made by Mrs. Woodsum to approve Article 12 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 4-1, opposed by Mr. Dunham.
- Article 13: **Motion** made by Mrs. Woodsum to approve Article 13 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- Article 14: **Motion** made by Mrs. Woodsum to approve Article 14 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 4-1, opposed by Mr. Dunham.
- Article 15: **Motion** made by Mrs. Woodsum to approve Article 15 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- Article 16: **Motion** made by Mrs. Woodsum to approve Article 16 with a recommendation as yes, **Second** by Mr. Parent. **Discussion**: Mrs. Woodsum would like to withdrawal this article until the issues with the Dam are clarified, possibly separated in warrant articles as she is concerned with the Dam funds. **Vote** 3-2, opposed Mr. Dunham & Mrs. Woodsum.
- Article 17: **Motion** made by Mrs. Woodsum to approve Article 17 with a recommendation as yes, **Second** by Mr. Parent. **Discussion**: Mr. Dunham feels the money should be used for roads. **Vote** 4-1, opposed by Mr. Dunham.
- Articles 18 & 19: **Motion** made by Mrs. Woodsum to approve Articles 18 & 19 both with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- Article 20: **Motion** made by Mrs. Woodsum to approve Article 20 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- Articles 21, 22, 23, 24, 25, 26 & 27: **Motion** made by Mrs. Woodsum to approve Articles 21, 22, 23, 24, 25, 26 & 27 all with a recommendation as yes, **Second** by Mr. Parent. **Discussion**: Mrs. Woodsum mentioned that they all applied by petition and we are required by law to have them on the Warrant. **Vote** 4-1, opposed by Mr. Dunham.
- Article 28: **Motion** made by Mrs. Woodsum to approve Article 28 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- Articles 29, 30 & 31: **Motion** made by Mrs. Woodsum to approve Articles 29, 30 & 31 all with a recommendation as yes, **Second** by Mr. Parent. **Discussion**: Mr. Dunham doesn't feel that the \$5,000 amount is necessary in Article 31. **Vote** 4-1, opposed by Mr. Dunham.
- Article 32: No recommendations needed
- Article 33: **Motion** made by Mrs. Woodsum to approve Article 33 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- Article 34: **Motion** made by Mrs. Woodsum to approve Article 34 with a recommendation as yes, **Second** by Mr. Parent. **Discussion**: Add 2017 Tax Commitment in place of Fiscal Year Ending 2018 Expenditures **Vote** 5-0 in favor.

Readfield Select Board
Regular Meeting Minutes – April 19, 2017 – *Unapproved*

- Article 35: **Motion** made by Mrs. Woodsum to approve Article 35 with a recommendation as yes, **Second** by Mr. Parent. **Discussion**: Mr. Dunham spoke that he can't support the article without a policy in place. **Vote** 4-1, opposed by Mr. Dunham.
- Article 36: **Motion** made by Mrs. Woodsum to approve Article 36 with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- Articles 37, 38, 39, 40 & 41: **Motion** made by Mrs. Woodsum to approve Articles 37, 38, 39, 40 & 41 all with a recommendation as yes, **Second** by Mr. Bourgoine. **Discussion**: Change and clarify the wording on the articles as discussed. **New Motion** made by Mrs. Woodsum to approve Articles 37, 38, 39, 40 & 41 all with a recommendation as yes with language adjustment, **Second** by Mr. Dunham. **Vote on amended motion** 5-0 in favor. **Vote on original motion** 5-0 in favor.
- Article 42: **Motion** made by Mrs. Woodsum to approve Article 42 "Should the Town continue to use the Secret Ballot process for the 2018 Annual town Meeting" with a recommendation as yes, **Second** by Mr. Parent. **Vote** 5-0 in favor.

Motion made by Mrs. Woodsum to extend the meeting until 9:45pm, **second** by Mr. Parent. **Vote** 5-0 in favor.

Future Agenda Items:

- Public Hearing for Ordinances – reschedule the date that was set for Monday, April 24 to a date in May.

Motion made by Mr. Parent to adjourn the meeting at 9:55 pm, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

COMMUNICATIONS

- **SELECT BOARD**
- **TOWN MANAGER**
- **BOARDS & COMMITTEES**
- **PUBLIC COMMUNICATIONS**

Readfield Corner Water Association

Annual Meeting

May 4, 2016

Meeting Summary

Ed Dodge, President of the Readfield Water Association called the meeting to order at 6:00 PM. Others in attendance were Rick Wilson, Vice-President, Corda Kinzie, Treasurer, and Dan Wells from the Winthrop Water District. The Proof of Meeting Notice was reviewed and the minutes from the 2015 Annual Meeting were accepted.

Dan reported on the Aeration Project at the Pumping Station. This project, with a budget of \$25,000 is meant to reduce the levels of lead and copper in the water. It also works to reduce the radon levels and helps lesson the corrosion of the pipes by infusing more oxygen in the water, as well as raising the PH level. Recent test results are showing improvement already. This project is being fully funded by a grant submitted by the Water District. We appreciate their efforts in securing these funds.

The officers reviewed our investment portfolio. Current balance of the account is \$687,000, which is down from \$754,631 from this same period last year. This was not unexpected with the downturn of the stock market in late 2015 and early 2016. There is no cause for concern as it has already begun trending back up.

Ed Dodge was elected to another 3-year term on the Board of the Association. He will remain as President with Rick and Corda staying in their respective positions.

There was no other business and we adjourned the meeting at 6:30 PM

Appeals Board Meeting Minutes

6:30 p.m. Friday, October 28, 2016

Present: Peter Bickerman, Clif Buuck, Allen Curtis, Holly Rahmlow, Henry Whittemore, Fran Zambella, and Town Manager Eric Dyer

The newly reconstituted Appeals Board decided to continue with Peter Bickerman as chairman. Holly Rahmlow offered to be secretary and nominated Clif Buuck as vice chairman. All choices were unanimous.

Some discussion was had about hearing procedures and appellate jurisdiction, including whether decisions would be made on information already reviewed by the Planning Board or if we would begin anew, de novo, and look at new information as well. Currently Appeals only reviews what the Planning Board has already discovered.

There was discussion about the limits of Appeals Board authority, with Allen mentioning a broader scope based on a town meeting decision in 1973. Peter is going to review the information from 1973 and see how it might affect what we do in the future.

Rate of return analysis, as applies to summer homes, setbacks, was discussed a bit.

Finally, Eric suggested that all of us except Peter, who is a lawyer and experienced in these matters, should attend the Maine Municipal Association's training from 4:30 to 8:30 p.m. Dec. 8 in Portland.

It was also decided that we would meet at 5:30 p.m. Dec. 15 to review what we learned and decide on our next steps.

Meeting was adjourned at about 7:30 p.m.

Appeals Board Meeting Minutes

5:30 p.m. Thursday, December 15, 2016

Present: Peter Bickerman, Clif Buuck, Holly Rahmlow, Fran Zambella and Town Manager Eric Dyer

Absent: Allen Curtis, Henry Whittemore

The minutes from the October 28 meeting were amended to remove the phrase “and code enforcement officer,” then approved by all after Clif moved and Peter seconded.

There was a brief mention of whether or not appeals made after 45 days would be allowed, which was covered in an email thread that included Eric and Peter. The town attorney said there was no reason to allow this.

The board resumed its discussion about the 1973 town meeting warrant article, which passed, establishing the Board of Appeals but which is unclear as to the Board’s jurisdiction and could imply a broader reach than land use regulations.

Holly made a motion to “Ask the Select Board to take appropriate action to address the jurisdictional authority of the Appeals Board and to clarify that the Appeals Board’s authority is limited to issues arising under the land use ordinance.” It was agreed that Eric would introduce this request to the Select Board.

Clif seconded. All approved.

The board also resumed its discussion about hearing procedures and appellate jurisdiction, including whether decisions would be made on information already reviewed by the Planning Board or if we would begin anew, de novo, and look at new information as well. Currently Appeals only reviews what the Planning Board has already discovered.

It was decided that we would prefer de novo reviews. Eric said that while any decision changing the Appeals Board would affect the Planning Board it is the Select Board that would need to make the actual change in the Appeals Board’s authority.

It was decided it would be best if the request for change came from the Planning Board, so Clif made a motion that Peter approach Paula Clark, the chair of the Planning Board, with a request to revise Article 2, Section 1.C.1 to make all appeals de novo. Fran seconded. All approved.

Also, at the meeting, Eric gave each member two notebooks regarding land use regulations with the request that they be returned when the member's term is up.

Clif asked Eric if he knew anything about the bylaws, saying that he believed that they needed updating. Eric said he would check with Gary, the code enforcement officer.

It was agreed that Holly would send draft minutes so that the actions listed above would be clear before they are taken.

Final discussion was about the number of members of the Appeals Board. Clif queried whether we could just have five, instead of the assigned seven, for which we are one member short. Peter said that whether we have five or seven, we still need four members for a quorum and because of absences it is better to have more.

There is no date set for the next meeting. Meeting was adjourned at 6:35 p.m.

Appeals Board Meeting Minutes

5 p.m. Thursday, April 13, 2017

Present: Peter Bickerman, Clif Buuck, Holly Rahmlow, Fran Zambella, Henry Whittemore, Allen Curtis, John Blouin and Town Manager Eric Dyer

The minutes from the December 15, 2016, meeting were read. Clif moved to approve, Henry seconded. All approved except Allen, who abstained.

Peter opened a discussion about a proposed Board of Appeals ordinance, which Eric and the Select Board have been drafting. The ordinance has been circulated, and some people have offered input including Henry.

Peter mentioned that there are two Maine statutes dealing with Boards of Appeal, one of which deals with variances, and that he found several problems.

It was decided to go through the document section by section.

Peter noted that we are not establishing a new board, as is stated in the current draft, but rather are reauthorizing this board, which was established by the 1973 town meeting.

Henry raised questions about 1.C., and Peter expressed concerns about 1.D., responsibilities of the board

After discussion, it was decided that 1.C. will include a reference to 7, Powers and Limitations.

Peter suggested removing "the community goals, desires and policies as expressed in" from 1.D.

In 3.C. it was suggested to change "partner" to "spouse or domestic partner." Some discussion of whether it should include business partners as well, but it was decided that conflict of interest rules would cover that.

Henry suggested that many people wouldn't know what "municipal officer" is. Agreed to change that to Select Board.

Clif suggested changing "question" to "motion" in 4.D. He also questioned the meaning of the section, which is wordy. Peter said that it basically means the secretary is responsible for keeping a record of everything the Appeals Board does.

Clif queried whether a quorum is needed to establish a conflict of interest in 5.A. Conflict of Interest. It was noted that even if a majority establishes a conflict, there wouldn't be a quorum to move ahead anyway.

Peter suggested deleting 6.A. and B., which define de novo and appellate, as they are defined again in C., D., and E.

Henry asked about the interpretation of de novo/appellate. There was some discussion of how appeals work and what recourse residents have if they are unsatisfied with a decision.

Peter questioned 6.E., which covers how the Appeals Board will review Select Board decisions. Henry noted that the Select Board is more political than judicial. He also questioned the fact that 6.E. does not specify any limitations and any resident might think they could bring their complaint to Appeals.

Allen brought up the 1973 town meeting and whether it's limited to Planning Board issues. Peter read the appropriate Maine statute, which says a town can establish an Appeals Board that covers all issues or limit it to specific issues. Allen read the 1973 warrant.

Holly asked about the procedure and whether the ordinance being drafted needs to go to the voters after it's approved by the Select Board. Eric said it does and that if approved it would override the 1973 vote.

At the December 15, 2016, meeting Appeals voted to limit its scope.

Peter suggested 6.E., which addresses the scope of Appeals, should be clarified or deleted. Henry said he's not comfortable with it either. It was decided to move on to other sections and return to the topic later.

Allen asked when the Select Board would vote on this and if it would get in time for the town meeting.

Peter said A. in Section 7, in Powers and Limitations, is redundant and inconsistent, in places putting Appeals above the Select Board.

Peter said with more time he could reorder some of the document and perhaps make it cleaner.

Peter noted that in the disability variance (7.A.3.a) it calls for a two-thirds concurring vote, which would require five instead of the usual four members.

More discussion of variances was held.

Peter noted that the land use ordinance is not related to the Select Board, and also that we cannot reverse a Select Board decision.

Eric agreed that Sections 7.A. and 7.A.1.a. are confusing and should be deleted.

In Section 7.A.3.a. it was agreed to change "two-thirds" to "a concurring vote of at least four members."

Allen questioned Section 8.D. regarding calling a meeting. Currently says three members needed to call a meeting. It was agreed to change that to four as well.

It was agreed to strike the last sentence in 8.F. regarding the calling of executive sessions.

Peter noted that Section 10 on time limits calls for 45 days from the date of the written decision. Rules currently say the time begins from when the decision was made, not specifying written. It was agreed to strike "written."

Clif noted that in 9.C. on Voting the ordinance calls for a majority. Once again it was decided to change that to four members.

In Section 12 Record of Case Henry asked about the specific mention of Mass Ordinance but no mention of Amusement. Eric said he couldn't find an Amusement ordinance, which is why it's not mentioned. It was agreed that instead of saying "applicable state statute" it will refer to 28-A MRSA 1054.

Henry suggested that "completed" be changed to "complete" in A. under Section 13, Hearings.

Peter questioned the need for much of 13.D. Eric agreed that 13.D.3. should end after "case" and 4 and 5 should be deleted.

Peter wants 13.D.6 to be rewritten. Abutters have no right to cross examine. Second sentence to end after "testimony."

In 13.D.8. Peter noted that the appellant has the right to question witnesses.

Some discussion of the time limits for providing the decision. Peter noted that providing a written decision within 10 days could be a problem.

In D. in Section 15, Reconsiderations, Peter said state law requires a decision within 45 days, not 21.

Words are missing in 17.A. Add "An appeal of."

Peter suggested deleting 17.A.3. Eric concurred.

It was agreed that a new draft will be circulated by email and then we'll meet again to vote on the final draft. We agreed to meet Monday, April 24. Clif moved, Fran seconded to adjourn, all approved. Meeting was adjourned at 7:05 p.m.

Prepared and submitted by Holly Rahmlow

Minutes
Age Friendly Committee
February 22, 2017

Present: Marjorie Ellis, Ann Mitchell, John Moran, Marianne Perry, Romaine Turyn
Eric Dyer and Steve Vose

The meeting was called to order at 9:00 by the Chair, Romaine Turyn.

Discussion with Steve Vose

Steve Vose was present to discuss the Senior Café and programs offered by the Community Education Program. Town manager Eric Dyer gave a history of the establishment of the Age Friendly Committee. Steve Vose described the Senior Café and referenced some of the upcoming programs. During April vacation he will be developing the guide for the Community Education fall programs. He is open to ideas for programming that may be of interest to older residents in the community. Offering a driver Program for those over 55 was of interest and he said he would contact AARP directly to see if a program could be arranged. His email address is steve_vose@maranacook.org
There are lots of areas to work together.

The Minutes from the January 25, 2017 meeting were accepted.

Name of Committee

For the past several months we have been circulating possible names for our Committee. The list of possibilities was distributed. The Committee unanimously decided to call the Committee **Age Friendly Readfield.**

Logo

There was discussion about the two options for a logo that were developed by Robin Lint. A decision was delayed until more options could be explored.

Meeting Dates

The Committee has been meeting almost every two weeks on varying days. It has been suggested that we establish a standing meeting date. The committee decided to meet the second Wednesday of the month

March 8th the meeting in Bowdoinham will serve as our March meeting.

Sand Delivery

Nine buckets of sand have been delivered. We have 5 buckets available should there be a call. It was decided for now that those who delivered the buckets should pick them up so that we have them for next year.

Saturday Morning Coffee

Marjorie successfully arranged with the Weathervane to set aside tables on Saturday morning for people who want to gather. This was requested by individuals who attended various community forums where the survey results were discussed. So far only small crowds have gathered, mostly members of the committee and friends. Future communication will add hours from 8:30 until 10:00.

Meeting in Bowdoinham

We were invited to attend an AARP Regional meeting of Age Friendly Communities in Bowdoinham. Marjorie, Marianne, John, Ann and Romaine plan to attend. Carpooling will be done and members should meet at 8:30 at the Town Office parking lot.

Heritage Days

There was discussion if we should participate in Heritage Days. It was decided to work with the Trails Committee to offer a walk on the ADA accessible trails. Many residents may not know that they are ADA accessible. Romaine offered to discuss it with the Trails Committee.

Parks and Recreation Commission

Marianne offered to serve as a member of the newly established Parks and Recreation Committee.

With no further business, the meeting adjourned at 11:20.

Respectfully submitted,
Romaine Turyn

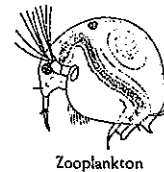
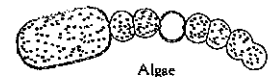
COBBOSSEE WATERSHED DISTRICT

ROBERT C. CLUNIE, JR.
Chairperson

P.O. Box 418, Winthrop, Maine 04364
Telephone (207) 377-2234

WILLIAM J. MONAGLE
Executive Director

Maine's first regional lake management district



MINUTES

The Cobbossee Watershed District Board of Trustees held its four hundred and thirtieth meeting on March 22, 2017 at 7:00 PM, at the Winthrop Police Department's Conference Room, Winthrop, Maine. Present were:

Jane Andrews – Wayne Trustee
Robert Clunie – Gardiner Trustee
Shelly Gerstein – Readfield Trustee – Chairman
Ginger Jordan-Hillier – Monmouth Trustee (alt.)
Douglas Ludewig – Monmouth Trustee, Clerk
Steve Musica – Richmond Trustee
Heinz Walbaum - Winthrop Trustee
William Monagle – Executive Director
Ryan Burton – Water Resources Technician

Chairman Gerstein called the meeting to order at 7:02 PM.

Mr. Monagle presented the Minutes from the December meeting. Trustee Andrews **moved** to accept the December Minutes as presented; Trustee Walbaum **seconded**; the motion **passed** with two abstentions. Mr. Monagle presented the Minutes from the February meeting. Trustee Ludewig **moved** to accept the February Minutes as presented; Trustee Walbaum **seconded**; the motion **passed** with three abstentions.

Mr. Monagle presented the February Financial Report. He explained that we have exceeded the budgeted amount for monitoring primarily because we added zooplankton analysis on six district lakes to our program last summer and added that the excess costs are covered by the grant we received last year from the Onion Foundation. Zooplankton, he said, are the minute faunal members of lake plankton community, and an assessment of the zooplankton provides a clearer picture of lake food chain dynamics. Trustee Musica stated that he would be interested in seeing the data from that effort and asked if we could consider including all district lakes in future analyses. Mr. Monagle replied that that would be quite expensive and estimated it would cost approximately \$5,000. He said that he has included approximately \$1,400 in the 2018 fiscal budget to re-assess the same six lakes this coming summer. He said he has questions about the reliability of the 2016 zooplankton data to characterize general conditions on those lakes as we experienced unusual weather last summer. He said that he will be submitting another grant application to the Onion Foundation by the end of March and should receive notification by mid-April. Trustee Clunie **moved** to accept the February Financial Report; Trustee Andrews **seconded**; the motion **passed** unanimously.


Mr. Burton circulated a lake water levels status report and said that there has not been a lot of activity, adding that we have received significant snow. He said he has been collecting and

analyzing snow cores throughout the district which we do in partnership with the National Weather Service and the United States Geological Survey. He said that, for the most part, water levels throughout the district are within 3 to 4 inches of those reported in February. One exception, he said, is Pleasant Pond, which has risen almost two feet since mid-February and prompted a complaint from a resident on Cobbossee Stream. He said the level was within the CWD's spring standards, but that the spring season is a challenging transition time in terms of water levels management and that the standards are not always perfect for every situation. He said that he has communicated with the dam operator at the new Mills Dam and that the level of Pleasant Pond is coming down slowly. With regard to the Maranacook Lake Dam reconstruction project, Chairman Gerstein reported that eight firms have expressed interest in the project and that bids to do the work should be received next month, after which, the Readfield and Winthrop Town managers will review the bids that are submitted. He said that construction could begin as early as July.

Mr. Monagle said that the Budget Committee met prior to this meeting to review several budget options for fiscal year 2018. He said the scenarios he prepared included those with and without grant support from the Onion Foundation. He said he will know whether his grant proposal to the foundation is accepted prior to the April meeting. He said that committee will be providing a proposed FY 2018 budget at the April meeting for the board to consider as well as a budget meeting warrant for the trustees to sign. He said the annual budget meeting will likely be scheduled for late May.

The meeting adjourned at 8:33 P.M.

Respectfully submitted,



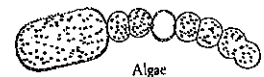
William J. Monagle, CLM
Executive Director
Secretary to the Board

COBBOSSEE WATERSHED DISTRICT

ROBERT C. CLUNIE, JR.
Chairperson

P.O. Box 418, Winthrop, Maine 04364

Telephone (207) 377-2234



WILLIAM J. MONAGLE
Executive Director

Maine's first regional lake management district

FINANCIAL REPORT FOR MARCH 2017

(25% of fiscal year remains)

	BUDGETED	Expended	YTD	Balance	% Remaining
DIRECT COSTS					
Personnel	179,352.00	13,388.00	131,720.91	47,631.09	27%
Monitoring expenses	10,000.00	19.99	11,189.61	-1,189.61	-12%
Conference expenses	200.00	45.00	45.00	155.00	78%
Pro. Development	500.00	0.00	250.00	250.00	50%
Education/Information	200.00	0.00	0.00	200.00	100%
Bookkeeping	1,400.00	113.30	1,178.13	221.87	16%
Contractual					
Cobbossee 319	7,973.00	0.00	4,077.00	3,896.00	49%
NPS Direct					
Cobbossee 319	37,185.00	0.00	8,709.26	28,475.74	77%
Gage Operation	3,600.00	106.92	3,062.90	537.10	15%
Trustees expenses	600.00	0.00	650.00	-50.00	-8%
TOTAL	241,010.00	13,673.21	160,882.81	80,127.19	33%
OVERHEAD COSTS					
Health benefits	22,721.00	1,874.63	16,663.49	6,057.51	27%
Unemployment comp.	350.00	34.62	203.52	146.48	42%
Social Security	13,720.00	1,024.16	10,518.09	3,201.91	23%
---Benefits subtot.	36,791.00	2,933.41	27,385.10	9,405.90	26%
Office supplies	1,600.00	139.95	537.36	1,062.64	66%
Photocopy/printing	575.00	0.00	291.00	284.00	49%
Telephone	1,700.00	141.71	1,335.32	364.68	21%
Postage	325.00	0.00	162.00	163.00	50%
GIS License	400.00	0.00	400.00	0.00	0%
Library	725.00	48.92	678.63	46.37	6%
Petty Cash	100.00	0.00	50.00	50.00	50%
---Off. Oper. subtot.	5,425.00	330.58	3,454.31	1,970.69	36%
Office rent	13,100.00	1,076.00	9,684.00	3,416.00	26%
Truck operations	1,750.00	70.46	941.13	808.87	46%
Accounting/legal	750.00	0.00	0.00	750.00	100%
Insurance	6,000.00	0.00	5,151.00	849.00	14%
TOTAL	63,816.00	4,410.45	46,615.54	17,200.46	27%
Capital expense	1,000.00	0.00	159.00	841.00	84%
TOTAL OPERATING COST					
AS BUDGETED	305,826.00	18,083.66	207,657.35	98,168.65	32%
UNBUDGETED EXPENSES		0.00	18,098.89		
(See Notes*)					
TOTAL EXPENSES		18,083.66	225,756.24		

March 2017, cont'd.

	BUDGETED	Received	YTD	Balance	% Remaining
INCOME					
Municipal assessment	221,073.00	51,016.02	206,975.34	14,097.66	6%
Water District cont.	9,152.00	3,050.66	9,152.00	0.00	0%
Federal/State Grants					
Cobbossee 319	62,598.00	0.00	18,156.00	44,442.00	71%
Contracts/fees	1,500.00	0.00	0.00	1,500.00	100%
Contributions/misc.	750.00	0.00	867.07	-117.07	-16%
Forward from Reserve	10,753.00	0.00	0.00	10,753.00	100%
TOTAL REVENUES AS BUDGETED	305,826.00	54,066.68	235,150.41	70,675.59	23%

UNBUDGETED REVENUES 0.00 25,527.00
(See Notes*)

TOTAL REVENUES 54,066.68 260,677.41

CASH BALANCES

Checking Account	3/31/2017	86,043.02
Stormwater Comp. Funds		
- Cobbossee Lake (DEP)	3/31/2017	16,774.45
- Annabessacook Lake (DEP)	3/31/2017	6,211.51
- Woodbury Pond (DEP)	3/31/2017	623.14
- General Fund (CWD)	3/31/2017	<u>10,869.65</u>
TOTAL		120,521.77

NOTES:

September - Paid \$205.00 for Direct Costs associated with the Wilson Pond Ph. II (319) Project (Fy 2016).

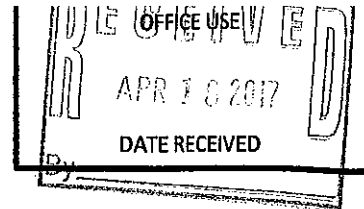
October - Paid \$848.57 to FOCW for Contractual Costs associated with the Wilson Pond Ph. II (319) Project (Fy 2016).

November - Paid \$17,045.32 for Direct Costs (2 BMP projects) associated with the Wilson Pond Ph. II (319) Project (Fy 2016).

January - Received \$25,527.00 from DEP - Final Payment for Wilson Pond Ph. II (319) Project (Fy 2016).

APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS

TOWN OF READFIELD
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.

Which Board, Committee or Commission

are you applying for?

Ad-hoc Parks Commission

Term:

1YA

Do you have previous experience on this board or committee?



Yes



No

Name: Thomas Donegan

Phone (H): 207-685-9065

Street address: 64 Harmony Hill Rd

Phone (C): 207-215-5358

Mailing address: SAME

E-Mail: thdonegan@aol.com

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

Recreation Board

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

I have been overlooking The Beach since 2012

If you are currently employed, what is your position?

Self Employed

APPLICATION FOR APPOINTMENT FOR:

Name: Thomas Parks Position: Parks Commission Term: 1 year/18

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

☒ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

☐ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Thomas Donegan

Date: 4/17/2017

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☐ Yes ☒ No

Was this position advertised? ☒ Yes ☐ No If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: _____, 20____

SELECT BOARD APPROVAL

To Thomas Donegan of Readfield, in the County of Kennebec and State of Maine: There being a position on the Parks Commission 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 6-30-18. Given under our hand this day of 20____.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

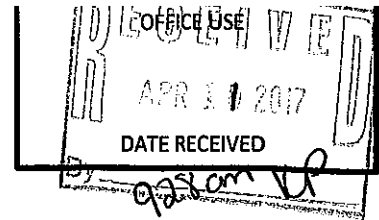
Chair has been notified of appointment? ☐ Yes ☐ No

If yes, what date:

Is an Oath appropriate: ☐ Yes ☐ No

If yes, what date:

TOWN OF READFIELD
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.

Which Board, Committee or Commission

are you applying for?

Parks Commission

Term:

1 year

Do you have previous experience on this board or committee?

☐ Yes

☒ No

Name:

Robert Peale

Phone (H):

685-3811

Street address:

42 Moder Rd

Phone (C):

446-5417 (work)

Mailing address:

Readfield, ME 04355

E-Mail:

~~robert.peale@townofreadfield.com~~ rnpreadfield.gov@gmail.com

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

Prior experience on town boards and committees including planning board, appeals board, school board, trails committee, ad hoc committee on applications

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

represent the trails committee and the interests of all Readfield citizens and residents in managing the town's recreational and conservation resources

If you are currently employed, what is your position?

senior environmental hydrogeologist, Maine Dept. Environmental Protection

APPLICATION FOR APPOINTMENT FOR:

Name: Rob Peale Position: Parks Commission Term: 1 yr

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

☒ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

☐ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Robert M. Peale Date: 4/9/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☐ Yes ☒ No

Was this position advertised? ☒ Yes ☐ No If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: _____, 20____

SELECT BOARD APPROVAL

To Rob Peale of Readfield, in the County of Kennebec and State of Maine: There being a position on the Parks Commission 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 20____.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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

TOWN OF READFIELD

APPOINTMENT APPLICATION

OFFICE USE ONLY
APR 07 2017
DATE RECEIVED 2:22 am
BY <u>ONE</u>

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.

Which Board, Committee or Commission

are you applying for?

Commission Adhes Com
Parks and Recreation

Term:

1 year

Do you have previous experience on this board or committee?

☐ Yes

☒ No

Name: G. Marianne Heinrich-Perry

Phone (H): (204) 685-3531

Street address: 28 Chimney Rd

Phone (C): —

Mailing address: (same as above)

E-Mail: jmgmp@myfairpoint.net

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

I am a certified Master Gardener.
For a decade and a half I've been involved with garden
areas of this town - Triangle in Fents Hill (I began + still
take care of) - Behind Library area - started to help - now basically
do it myself + husband + school volunteers, helped plant a care for

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

Because I have had lots of gardening experience
in this town (as described above) as well as around our home
I am certainly qualified. My passion is to make our
world a more beautiful

If you are currently employed, what is your position?

place - as stated by the author Barbara Cooney in
Miss Rumphens - The Lupine Lady.

I am also interested in keeping the aging
people active and connected with Nature.
Hopefully we can create spaces where all interested
citizens can relax, enjoy the surroundings + participate

Superintendent
area and
worked in
garden in front
of Gile Hall.
Comet, Come
13 emms, etc.

APPLICATION FOR APPOINTMENT FOR:

Name: G. Marianne Perry Position: Parks and Recreation Term: 1 year

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

☒ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

☐ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Gerda Marianne Heinrich-Perry Date: April 4, 2017

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☐ Yes ☒ No

Was this position advertised? ☒ Yes ☐ No If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: _____, 20____

SELECT BOARD APPROVAL

To Marianne Perry of Readfield, in the County of Kennebec and State of Maine: There being a position on the Parks Commission 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 6-30-18. Given under our hand this day of 20____.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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

TOWN OF READFIELD

APPOINTMENT APPLICATION

OFFICE USE
RECEIVED
MAR 28 2017
DATE RECEIVED
By <u>KMP</u> 1:14 pm

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.

Which Board, Committee or Commission

are you applying for?

Park & Recreation ad hoc

Term:

1 year
6-30-2018

Do you have previous experience on this board or committee?

☐

Yes

☒

No

Name: Nelson Peterson

Phone (H): _____

Street address: 135 No. Wayne Rd.

Phone (C): _____

Mailing address: 135 No. Wayne Rd.

E-Mail: _____

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

I worked for Maine Dept of Conservation - I developed interest in
landscapes and planning for a variety of schemes including
recreation areas, lawns and garden arrangements and getting
"right of way" approvals. Hopefully this committee will
be supported by the Select Board & community groups.

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

My background I believe, will add to the thinking
and planning for this new group which I believe

If you are currently employed, what is your position?

will add to the quality of life in our town

APPLICATION FOR APPOINTMENT FOR:

Name: Nelson Peterson Position: Parks & Recreation Term: 1 year

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

☐ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

☐ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Nelson Peterson Date: 3/28/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☐ Yes ☒ No

Was this position advertised? ☒ Yes ☐ No If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. ☒ Yes ☐ No

Confirmed meeting date: _____, 20____

SELECT BOARD APPROVAL

To Nelson Peterson of Readfield, in the County of Kennebec and State of Maine: There being a position on the Parks Commission Active 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 20____.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

☐ Yes ☐ No

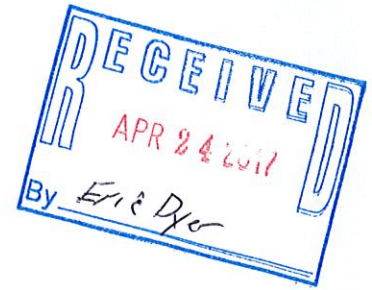
If yes, what date:

Is an Oath appropriate:

☐ Yes ☐ No

If yes, what date:

Allen J Curtis
PO Box 398
7 Thunder Castle Road
Readfield Me 04355



Board of Select Persons
Readfield, Me 04355

Subject: Resignation from Board of Appeals

I just had a chance to review this proposed ordinance. I am very concerned that this ordinance does not address a legal vote taken by the citizens in this community on Sept 4, 1973. This lack of following the citizen's directive has been carried on for 40 years, and it appears that this board is kicking the can down the road and disregarding the wishes of the people. The citizens clearly indicated that they wanted the BOA to. I quote" Article 6. To see if the Town will XXXX vest the Board of Appeals with the power to hear any appeal, by any person affected directly or indirectly, from any decision, order, rule or failure to act of any officer, board agency or other body where such appeal is necessary, proper or required."

This paragraph, can be found in Title 30 A, under Maine State Law, and gives the Citizens the option to include as a responsible of the Board of Appeals.

This town, including me as a former Select Board member through lack of knowledge dis-regarded this Article that was passed by the Citizens of the Town of Readfield on Sept 4, 1973. I believe this should be included in the proposed Ordinance.

This Article #6 in my mind was designed to give ordinary Citizens a process other than following a court action, which in most cases cost prohibitive. The intent is not to require the any decision that is appealed complies with Town Procedures, Ordinance and State Law. It does not reverse the decision but advises about Compliance.

Because this ordinance if passed does not follow a lawful article voted on and approved by the citizens of the Town of Readfield. In cannot support an ordinance that is not developed with all articles included that have been approved by the Town. I therefor submit my Resignation to the Town

Respectfully

A handwritten signature in black ink, appearing to be 'Allen J Curtis'.

Allen J Curtis

3/20/2017

OLD BUSINESS

Board of Appeals Ordinance
Of the
Town of Readfield, Maine

ENACTED: _____

CERTIFIED BY: _____

Signature

CERTIFIED BY: _____

Printed Name

Title

**Board of Appeals Ordinance
of the
Town of Readfield, Maine**

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1. GENERAL PROVISIONS:

- A. This Ordinance shall be known and may be cited as the “Board of Appeals Ordinance” and will be referred to herein as this Ordinance.
- B. The purpose of this Ordinance is to reauthorize the Board of Appeals, define its authority and responsibilities, establish its organizational characteristics and set forth procedures for the conduct of its business. The Board of Appeals will be referred to herein as the Board.
- C. It shall be the responsibility of the Board to become familiar with all the duly enacted ordinances of the town which it may be expected to act upon, including but not limited to those referenced in Section 6 of this Ordinance, as well as with the applicable state statutes as enumerated below in section 7. Powers and Limitations.
- D. It shall be the responsibility of the Board to become familiar with the Comprehensive Plan.

2. ESTABLISHMENT

The Town of Readfield hereby has established a Board of Appeals in accordance with 30-A MRSA § 2691. The Board of Appeals existing at the time of adoption of this Ordinance shall continue to serve as the Board of Appeals.

3. APPOINTMENTS

- A. Unless otherwise specified in this section the filling of vacancies, appointments, and reappointments to the Board shall be consistent with the Town of Readfield Procedures for Appointment and Reappointment.
- B. The Board shall consist of seven (7) members appointed by the Select Board of the Town of Readfield for three-year staggered terms. At the effective date of this ordinance, the current Board shall be reestablished and current members shall continue to serve until each term expires.
- C. Neither a Select Board member nor his or her spouse or domestic partner may be a member of the Board.
- D. Any member of the Board may be removed from the Board for cause by the Select Board before expiration of his/her term.

4. OFFICERS AND DUTIES

- A. The officers of the Board shall consist of a Chairperson, Vice Chairperson and Secretary, who shall be elected annually by a majority of the Board.

- B. The chairperson shall perform all duties required by law and these bylaws and preside at all meetings of the Board. The Chairperson shall rule on issues of evidence, order, and procedure, and shall take such other actions as are necessary for the efficient and orderly conduct of hearings, unless directed otherwise by a majority of the Board. The Chairperson shall appoint any committees found necessary to carry out the business of the Board.
- C. The Vice Chairperson shall serve in the absence of the Chairperson and shall have all the powers of the Chairperson during the Chairperson's absence, disability, or disqualification.
- D. The Secretary, subject to the direction of the Board and the Chairperson, shall keep minutes of all Board proceedings, showing the vote of each member upon every motion, or if absent or failing to vote, indicating such fact. The Secretary shall also arrange proper and legal notice of hearings, attend to correspondence of the Board, and to other duties as are normally carried out by a secretary. The Secretary shall keep a record of all resolutions, transactions, correspondence, findings and determinations of the Board, and shall prepare a complete record of each hearing, including: date(s), time(s), place(s) of the hearing(s); subject of the hearing; identification of each participant; any agreements made between parties and the Board regarding procedures; the testimony presented; findings of fact and conclusions; the decision of the Board; and the date of issuance of the decision. All records are public and may be inspected at reasonable times.
- E. The Board may adopt additional rules to govern the conduct of its meetings and public hearings. Such rules shall be adopted or amended only by formal vote of the Board after a public hearing on the proposal. Any rules adopted by the Board shall be in writing and shall be available to applicants and the public.

5. CONFLICT OF INTEREST

- A. Any question of whether a particular issue involves a conflict of interest sufficient to disqualify a member from voting thereon shall be decided by a majority vote of the members, except the member whose potential conflict is under consideration.
- B. The term conflict of interest shall be as defined in Section 10.1.1 of the Town of Readfield Conflict of Interest and Recall Process Ordinance.

6. STANDARD OF REVIEW

- A. All appeals from a decision, determination, or requirement of the Code Enforcement Officer shall be conducted "de novo." The Board shall conduct a fact-finding hearing at which it may receive and consider evidence and testimony and oral or written argument in addition to the record of the action taken by the Code Enforcement Officer and, based on all the evidence presented to the Board, shall decide whether the action of the Code Enforcement Officer constituted an error of law, misinterpretation of the Land Use

Ordinance, or misapplication of the law to the facts.

- B. Appeals from decisions of the Planning Board shall be strictly “appellate” proceedings. Such review is limited to the record of the proceedings before the Planning Board, and the Board shall not receive or consider any evidence which was not presented to the Planning Board, but the Board may receive and consider oral and written argument. If the Board determines that the record of the Planning Board proceedings is not adequate, the Board may remand the matter to the Planning Board for additional fact finding. The Board shall not substitute its judgment for that of the Planning Board on questions of fact.

7. POWERS AND LIMITATIONS

- A. Upon receipt of a written appeal by an aggrieved party, the Board shall have the power to hear and determine all appeals by any person directly or indirectly affected by any decision, with respect to any license, permit, waiver, variance, or other required approval, or any application therefore, including the grant, conditional grant, denial, suspension, or revocation of any such license, permit, waiver, variance or other approval (hereinafter a “Decision”)

- 1. rendered by the Code Enforcement Officer or the Planning Board pursuant to the Land Use Ordinance, which shall include any ordinances relating to land use adopted by reference as a part of the Land Use Ordinance;
- 2. rendered by the Select Board Pursuant to the Mass Gathering Ordinance;
- 3. rendered by the Select Board pursuant to any Special Amusement Ordinance or 28-A M.R.S.A. §1054 (relating to the issuance of special permits for music, dancing or entertainment).

B. Variance Applications

- 1. to the Board of Appeals shall hear and decide specific cases where a relaxation of terms of the Land Use Ordinance would not be contrary to the public interest, and where, owing to conditions peculiar to the property and not to the neighborhood locale, and to conditions not the result of actions of the applicant or any predecessor in title, strict application of the Land Use Ordinance to the applicant and the applicant’s property would result in undue hardship. For purposes of this subsection “undue hardship” means:
 - a. That the land in question cannot yield a reasonable return unless a variance is granted; and
 - b. That the need for a variance is due to the unique circumstances of the property and not to the general conditions of the neighborhood; and

- c. That the granting of a variance will not alter the essential character of the locality; and
 - d. That the hardship is not the result of action taken by the applicant or a prior owner.
- 2. A financial hardship shall not constitute grounds for granting a variance.
- 3. Convenience to the applicant shall not constitute grounds for granting a variance. Further, applicants shall demonstrate that no other feasible alternative to his/her proposal is available.
- 4. As used in the Land Use Ordinance, a variance is authorized only for height, setback, lot area, or dimensional requirements. Establishment or expansion of uses otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the land use district or uses in adjoining land use districts.
- 5. The Board shall limit any variances granted as strictly as possible in order to ensure conformance with the purposes and provisions of the Land Use Ordinance to the greatest extent possible, and in doing so may impose such conditions to a variance as it deems necessary. The owner of record shall comply with any conditions imposed.
- 6. A copy of each variance request involving property within the Shoreland Districts, including the application and all supporting information supplied by the applicant, shall be forwarded by the municipal officials to the Commissioner of the Department of Environmental Protection at least twenty (20) days prior to action by the Board. Any comments received from the Commissioner prior to the action by the Board shall be made part of the record and shall be taken into consideration by the Board.
- 7. Any variance shall expire unless following issuance of same, there is compliance with Article 4, Section 7 of the Land Use Ordinance.

C. Disability Variance for a Building

- 1. The Board, upon concurring vote of at least four (4) of its appointed members, may grant a variance to an owner of a dwelling unit for the purpose of allowing equipment and structures necessary to make the dwelling on that property accessible to any person with a disability who regularly uses such dwelling.
- 2. The Board shall restrict any variance granted under this subsection solely to the installation of equipment or the construction of structures necessary for access to or egress from the dwelling by persons with disabilities who regularly use such dwelling unit.

3. The Board may impose conditions on the variance, including limiting the variance to the duration of the disability or to the time that the person with the disability lives in or regularly uses the dwelling.

D. Setback Variance for Single-Family Dwellings

1. The Board may permit a variance from setback requirements for a single-family dwelling which is the primary year-round residence of the applicant or its accessory structure(s) upon finding that strict application of the Land Use Ordinance to the applicant's property would create undue hardship, defined for purposes of this subsection only as follows:
 - a. The need for the variance is due to the unique circumstances of the property and not to the general conditions in the neighborhood;
 - b. The granting of a variance will not alter the essential character of the locality;
 - c. The hardship is not the result of action taken by the applicant or a prior owner;
 - d. The granting of the variance will not substantially reduce or impair the use of abutting property;
 - e. The granting of the variance is based upon demonstrated need, not convenience, and no other feasible alternative is available.
2. The Board may not grant a setback variance for a single-family dwelling under this subsection if the result would be to exceed the lot coverage ratio allowed in the district. Minimum setback from a waterbody or wetland may not be reduced under this subsection. Minimum front, side, and rear setbacks may be reduced by more than 20% under this subsection only if the applicant has obtained the written consent of any affected abutting landowner.

8. MEETINGS

- A. The regular meeting of the Board shall be held once every other month or as necessary.
- B. The annual organization meeting of the Board shall be the first regular meeting of the year.
- C. Special meetings of the Board may be called by the Chairperson. At least seventy-two (72) hours written notice of the time, place, and business of the meeting shall be given each member of the Board, the Select Board, the Planning Board, and the Code Enforcement Officer.
- D. The Chairperson shall call a special meeting within ten (10) days of receipt of a written request from any four (4) members of the Board; which request shall specify the matters

to be considered at such special meeting.

- E. The order of business at regular meetings of the Board shall be as follows: (A) roll call; (B) reading and approval of the minutes of the preceding meeting; (C) action on held cases; (D) public hearing (when scheduled); (E) other business; (F) adjournment.
- F. All meetings of the Board shall be open to the public, except executive sessions. No votes may be taken by the Board except in public meeting.

9. VOTING

- A. A quorum shall consist of four (4) members of the Board physically present at the meeting.
- B. No hearing or meeting of the Board shall be held, nor any action taken, in the absence of a quorum; however, those members present shall be entitled to request the chairperson to call a special meeting for a subsequent date.
- C. All matters shall be decided by a roll call vote. Decisions on any matter before the Board shall require the affirmative vote of at least four (4) members of the Board unless otherwise specified herein.
- D. A tie vote or favorable vote by a lesser number than the required majority shall be considered a rejection of the application under consideration.
- E. If a member has a conflict of interest, said member shall not be counted by the Board in establishing the quorum for such matter.
- F. No regular member shall vote on the determination of any matter requiring public hearing unless he or she has attended the public hearing thereon; however, where such a member has familiarized himself with such matter by reading the record, he or she shall be qualified to vote.

10. TIME LIMIT

Any person aggrieved by an action which comes under the jurisdiction of the Board must file such application for appeal within forty five (45) days of the date of the decision being appealed. The applicant shall file this appeal at the office of the Town Clerk, setting forth the grounds for his/her appeal. Upon receiving the application for appeal, the Town Clerk shall notify the Chairperson of the Board.

11. SUBMITTALS

- A. Appeals shall be made by filing with the Board a written notice which includes:

1. A concise written statement indicating what relief is requested and why it should be granted.
 2. A sketch drawn to scale showing lot lines, location of existing buildings and structures, and other physical features of the lot pertinent to the relief requested.
 3. Any additional documents that the applicant believes are pertinent to the appeal.
- B. Each application for appeal shall be accompanied by the appropriate fee as established from time to time by the Select Board.

12. RECORD OF CASE

Upon being notified of an appeal, the Code Enforcement Officer, or Town Clerk in the case of appeal of a decision of the Select Board under the Mass Gathering Ordinance, Special Amusement Ordinance, or 28-A M.R.S.A. §1054 (relating to the issuance of special permits for music, dancing or entertainment), shall transmit to the Board copies of all of the papers constituting the record of the decision being appealed.

13. HEARINGS

- A. The Board shall schedule a public hearing on all appeals applications within thirty (30) days of the filing of a complete appeal application.
- B. The Board shall cause notice of the date, time, and place of such hearing, the location of the building or lot, and the general nature of the question involved to be given to the person making the application and to be published in a newspaper of general circulation in the municipality at least ten (10) days prior to the hearing. The Board shall also cause notice of the hearing to be given to the Select Board, the Planning Board, the Code Enforcement Officer, and by first-class mail to the owners of property abutting that for which the appeal is taken at least ten (10) days prior to the date of the hearing. A Certificate of Mailing shall be obtained from the postal clerk at the time of mailing and shall be retained as a part of the official records of the appeal.
- C. The Board shall provide as a matter of policy for exclusion of irrelevant, immaterial, or unduly repetitious evidence.
- D. The order of business at a public hearing shall be as follows, unless the Board votes to modify the order:
 1. The Presiding Officer shall open the hearing by describing in general terms the purpose of the hearing and the general procedure governing its conduct.
 2. The appellant (in the case of an appeal) or the applicant (in the case of a variance request) shall present its affirmative case, including any exhibits or testimony in the

event of a de novo proceeding.

3. Members of the Board may direct questions to the appellant/applicant or to any of its witnesses.
4. Persons owning land adjacent to the appellant/applicant (hereinafter referred to as “abutters”) and any other persons who can establish that they might be adversely affected by the outcome of the appeal/application may make presentations.
5. Members of the Board may question abutters and any other persons who are permitted to make presentations.
6. The appellant/applicant may present evidence and/or argument in rebuttal to presentations made by others.
7. The Presiding Officer shall declare the hearing closed and the Board will begin its deliberations.

14. DECISIONS

- A. The Board shall render a final decision on an appeal/application by public vote taken no later than ten (10) days after the close of the hearing.
- B. The Board, in reaching said decision, shall be guided by standards specified in the applicable state laws, local ordinances, policies specified in the Comprehensive Plan, and by findings of fact by the Board in each case.
- C. The Board’s final decision on any matter shall be confirmed by written decision signed by the Chairperson, which written decision shall include reference to the reconsideration process and the right to appeal to Superior Court. The transcript of testimony, if any, and exhibits, together with all papers and requests filed in the proceedings, shall constitute the record. All decisions shall become a part of the record and shall include a statement of findings and conclusions, as well as the reasons or basis and the appropriate order, relief, or denial thereof.
- D. The appellant or applicant shall have the burden of proof.
- E. In reviewing an application on any matter, the standards in any applicable local ordinance or statute shall take precedence over the standards of these rules whenever a conflict occurs. In all other instances, the more restrictive rule shall apply.
- F. Notice of written decision shall be sent by certified or registered mail or hand delivered to the applicant, his representative or agent, the Planning Board, the Code Enforcement Officer, and the Select Board within seven (7) days of the decision. For decisions regarding development in shoreland districts, the Board shall send such written decisions to the Department of Environmental Protection within seven (7) days of the Board’s

decision.

- G. Decisions of the Board shall be immediately filed in the office of the Town Clerk and shall become a part of the appropriate record. In instances where the Board remands a case to the Planning Board or Code Enforcement Officer, such decisions shall include an appropriate order. The date of filing of each decision shall be entered in the official records and minutes of the Appeals Board.
- H. Unless otherwise specified, any order or decision of the Board for a permitted use shall expire if a building or occupancy permit for the use is not obtained by the applicant within ninety (90) days from the date of the decision; however, the Board may extend this time an additional ninety (90) days.

15. RECONSIDERATIONS

- A. Upon its own motion, or upon the written request by any party, the Board, for good cause, may vote to reconsider its decision. Any motion or request to reconsider must be made within ten (10) days of the decision of the Board.
- B. The Board may then decide to either: 1) deny the request for reconsideration; or 2) to reopen the proceedings in order to reconsider its earlier decision and, in doing so, may conduct further hearings and receive additional evidence and testimony. If the Board decides to reopen the earlier decision, the Board must notify all interested parties. The Board may limit the scope of any reconsideration.
- C. The Board's decision to either deny the request for reconsideration or to reopen the proceedings for reconsideration shall be made within fourteen (14) days of the motion or request to reconsider.
- D. If the Board decides to reconsider its decision and reopen the proceedings, then the Board shall issue a final decision within forty-five (45) days of the vote on the original decision.
- E. Appeal of a reconsidered decision must be made within fifteen (15) days after the decision on reconsideration.
- F. Reconsideration should be for one of the following reasons:
 - 1. The record contains significant factual errors due to fraud or mistake, regarding facts upon which the decision was based; or
 - 2. The Board misinterpreted the ordinance, followed improper procedures, or acted beyond its jurisdiction.

16. RECORDING OF VARIANCES

The applicant shall record the variance at the Registry of Deeds within ninety (90) days of the date of the final written approval of the variance as per Title 30-A, M.R.S.A. Section 4406

17. APPEAL TO SUPERIOR COURT

- A. An appeal of the decision of the Board may be taken, within forty-five (45) days after the vote of the Board, by any party to Superior Court in accordance with Rule 80B of the Maine Rules of Civil Procedure. This time period may be extended by the court upon motion for good cause shown. The hearing before the Superior Court must be without a jury.
 - 1. In the event of an appeal to the Superior Court from the Board review of a Code Enforcement Officer decision, the decision of the Board shall be the operative decision for judicial review.
 - 2. In the event of an appeal to the Superior Court from Board review of a Planning Board decision, the decision of the Planning Board shall be the operative decision for judicial review.

18. CONFLICTS WITH OTHER ORDINANCES

Whenever a provision of this Ordinance conflicts with or is inconsistent with another provision of this Ordinance or of any other Ordinance, regulation or statute, the more restrictive provision shall apply.

19. SEVERABILITY

The invalidity of any section or provision of this Ordinance shall not be held to invalidate any other section or provision of this Ordinance.

20. ABROGATION

This Ordinance repeals and replaces any municipal ordinance, portion thereof, or legislative action previously enacted to comply with the requirements of 30-A MRSA § 2691 or 30 MRSA § 2411.

Proposed June 13, 2017 Revisions to the Readfield Land Use Ordinance:

Strike the last sentence of the first paragraph of Article 2, Section 1.C and replace with "The Board of Appeals is governed by the Board of Appeals Ordinance." Page 4.

Strike Article 2, Section 1.C.1 through Article 2, Section 1.C.5. Pages 4-7.

Strike the reference to "Article 2 of this Ordinance" in Article 6, Section 2.D.5 and replace with "any provision of this Ordinance or the Board of Appeals Ordinance". Page 19.

Strike the reference to "Article 2 of this Ordinance" in Article 6, Section 3.C.21 and replace with "any provision of this Ordinance or the Board of Appeals Ordinance". Page 21.

Strike the reference to "Article 2 of this Ordinance" in Article 8, Section 7.C and replace with "any provision of this Ordinance or the Board of Appeals Ordinance". Page 50.

Amend Article 8, Section 10.B.1 (Page 52) to read:

An appropriate stormwater control plan shall be developed that meets the requirements of the Maine Department of Environmental Protection Regulations, Chapter 500, Stormwater Management and Chapter 502, Direct Watersheds of Lakes Most at Risk from New Development, and Urban Impaired Streams, effective December 27, 2006 (Maranacook Lake and Carlton Pond are identified as Most at Risk Lakes in Chapter 502). In meeting these requirements, the plan shall utilize best management practices, or practices determined by the Planning Board to be equivalent, as to those described in the Maine Stormwater Management Design Manual, Volumes I, II, and III, Stormwater Management for Maine; Best Management Practices, published by the Maine Department of Environmental Protection, January 2006 March 2016, as revised from time to time.

Amend Article 11 (Page 121) to include a new definition of:

Agricultural Light Industry: a low impact commercial activity which results in a product or service primarily derived from the crops or livestock located or raised on the property. The business is conducted in whole or in part on the same premises where the owner of the business resides. Agricultural light industry is small in scale, is carried on primarily in a dwelling unit or structure accessory to a dwelling unit by a member of the family residing there, is in keeping with the character of the district, and the activity is, and remains, clearly incidental and secondary to the primary use of the premises as a residence. Examples of Agricultural Light Industry include, but are not limited to: wreath making, and maple syrup and honey production, which may be sold directly from the home or through mail order. Agricultural light industry does not include commercial activities such as meat processing and slaughter operations.

NEW BUSINESS

To: Readfield Select Board
From: Maranacook Lake Outlet Dam Committee

Status Report on Maranacook Lake Outlet Dam Modifications Construction Project

April 27, 2017

Two construction bids were received on April 7, 2017 for the Maranacook Lake Outlet Dam Modifications project: Bancroft Contracting Corporation for \$489,000, and H.E. Callahan Construction Company for \$414,136.52. The Committee appreciates the two companies' interest in and willingness to do the project, but is well aware that this far exceeds the \$223,000 cost estimate of construction (including contingency, excluding clerk-of-the-works). The Committee, the engineering consultants, and the Town Managers all disappointed in the cost difference but are working to move forward with the project.

Background rationale: The project design selected for construction utilizes an Obermeyer gate in what is currently the center concrete spillway at the dam, and this report will refer to this selected design as the Obermeyer option. The Obermeyer option was one of six design options examined in the preliminary engineering study conducted by GEI Consultants, working with the Maranacook Lake Outlet Dam Committee (the Committee). Other options were considered and dismissed prior to selecting these six, so in reality we looked at more than six specific ideas in 2015 and 2016. Hydrologic and hydraulic (rainfall, runoff, and dam discharge) modeling was performed by Northstar Hydro on the six options in order to evaluate how well the different dam modifications would manage water levels in Maranacook Lake. The Obermeyer option came out tied for first place in water management, and of those two, it was significantly less expensive. Therefore the Committee and towns moved forward with putting the Obermeyer option out to bid.

Committee reaction to bids: When the bids came back so much higher than expected, the Committee did the following: reviewed the costs of the bids versus the estimates; re-evaluated all six modification options in light of the new cost information; introduced yet another modification option for consideration; and held a meeting on April 20th with the Town Managers of Readfield and Winthrop, also attended by Selectperson Tom Dunham. We are still gathering some information and will meet in early May to finalize our recommendation to the Towns.

Summary of meeting outcomes and ongoing actions:

1. The Committee agreed that the Obermeyer option is still the preferred dam modification and should be kept in the forefront of planning for construction, when it is feasible financially. Financial scenarios were discussed with the Town Managers and the towns will need to determine what direction they want to go in regarding funding. At an April 24th budget workshop, Winthrop Town Manager Peter Nielsen's recommendation to the Winthrop Town Council that the money for dam construction currently in the draft municipal budget remain in the final budget was supported.

2. The 17 itemized cost items in the bid proposal forms were examined, and, the prior conclusion that all but one of the six options evaluated in the preliminary engineering study would cost more than the Obermeyer option was confirmed. The one that would cost less had ranked the worst in the modeling done by Northstar Hydro and would not do much to control flooding or otherwise achieve lake level management goals. It also would exacerbate the adjacent stream bank erosion problem. This option was eliminated early on in the preliminary engineering study and our recent review led to the same result. **The Obermeyer option is still the best solution considering cost versus benefit for the six options examined in the engineering study.**

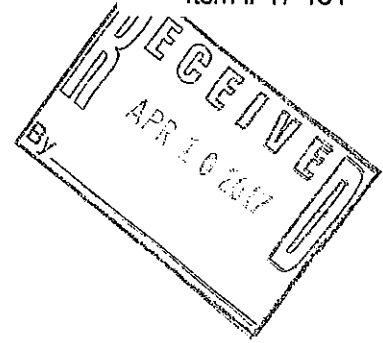
3. The Committee, in consultation with the engineering consultant, then looked for lower-cost options than the six that had been explored in detail. However, nothing had changed with respect to options that had been previously discussed and rejected due to operational problems or lack of water management capability. However, one new design option was introduced which would likely cost substantially less, but which does not look promising with respect to significant water flow and lake level management improvements compared to the existing dam. The Committee and Town Managers agreed it was worth having GEI Consultants provide Northstar Hydro with some basic design dimensions for a v-notch weir so that Northstar Hydro could model its performance. That work will be finished tomorrow, but **the word so far from Northstar Hydro is that the v-notch weir will be very limited in its level of improvement. The Committee will review the final results once we have them.**

4. More information will be obtained regarding construction costs. Once the Town of Readfield and the Town of Winthrop have responded to the bidders, the Committee and Town Managers will seek information as to why many of the itemized costs were much higher than anticipated, particularly with respect to mobilization, coffer dam, structural concrete, and the gate house. **This information may allow some restructuring, of the project specifications and/or of future bids, that would lower the cost of the Obermeyer option a bit.**

5. **On April 20th the Committee voted unanimously to determine the feasibility of separating out the stream bank erosion control part of the project as designed, and if it is feasible, to then go to the two towns for permission to put that project out to bid.** The Town Managers supported this idea. Preliminary communication with the engineering consultant GEI has been encouraging. The Committee should finalize its position on this at the next meeting.

Wendy Dennis, MLODC Chairperson
cwd@fairpoint.net

March 25, 2017



Readfield Town Select Board
Readfield Me.

We request a waiver of the town hearing concerning the approval of the application for our annual and wine license.

Thank you,


Robert and Helen Bittar

**BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV**

NEW application: ☐ Yes ☒ No

PRESENT LICENSE

EXPIRES 6/10/17

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☐ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- ☒ RESTAURANT (Class I,II,III,IV) ☐ RESTAURANT/LOUNGE (Class XI) ☐ CLASS A LOUNGE (Class X)
☐ HOTEL (Class I,II,III,IV) ☐ HOTEL, FOOD OPTIONAL (Class I-A) ☐ BED & BREAKFAST (Class V)
☐ CLUB w/o Catering (Class V) ☐ CLUB with CATERING (Class I) ☐ GOLF COURSE (Class I,II,III,IV)
☐ TAVERN (Class IV) ☐ QUALIFIED CATERING ☐ OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name:	Business Name (D/B/A) Readfield Emporium Corp		
APPLICANT(S) –(Sole Proprietor) Robert Bittar	DOB: 2/21/41	Physical Location: 1146 main street	
Helen Bittar	DOB: 10/18/41	City/Town Readfield Zip Code 04355	State maine
Address 309 Waugan Road	Mailing Address see applicant's address		
City/Town North Monmouth State Me Zip Code 04265	City/Town	State	Zip Code
Telephone Number 207 933 4965	Fax Number	Business Telephone Number 207 933 4965	Fax Number
Federal I.D. # 01 04 74573	Seller Certificate #: s-0232603 or Sales Tax #: 888132350		
Email Address: Please Print hbittar@iqacc.com	Website:		

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection date: _____ Business hours: 8 am - 10 pm

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
2. State amount of gross income from period of last license: ROOMS \$ 0 FOOD \$ 135,000 LIQUOR \$ 14974

3. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐

5. If manager is to be employed, give name: _____

6. Business records are located at: 309 wagan road north monmouth, me.

7. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐

8. Is/are applicant(s) residents of the State of Maine?

YES ☐ NO ☐

On Premise Rev. 1-2017

9. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Robert Bittar	2/21/41	New york city
Helen Bittar	10/18/41	New york city
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Indialantic florida, north monmouth maine		

10. Has/have applicant(s) or manager ever been convicted of any violation of the law, other then minor traffic violations, of any State of the United States? YES ☐ NO ☒

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

11. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?

Yes ☐ No ☒ If Yes, give name: _____

12. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐

13. Does/do applicant(s) own the premises? Yes ☒ No ☐ If No give name and address of owner: _____

14. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____

EAT IN / TAKE OUT PIZZA AND DINNER

15. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES ☒ NO ☐ Applied for: _____

16. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? MARANACOOK H.S. 1.2 MILES; ST ANDREW'S PARISH HOUE .2

MI. ; MAPLE TREE SCHOOL .5 MILES

Which of the above is nearest? _____

17. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒

If YES, give details: _____

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

On Premise Rev. 1-2017

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at INDIALANTIC FL on MARCH 20, 2017
Town/City, State

Date

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

ROBERT BITTAR
Print Name

HELEN BITTAR
Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications).....\$ 10.00

- Class I** Spirituous, Vinous and Malt\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.
- Class I-A** Spirituous, Vinous and Malt, Optional Food (Hotels Only)\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.
- Class II** Spirituous Only\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.
- Class III** Vinous Only\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.
- Class IV** Malt Liquor Only\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.
- Class V** Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)\$ 495.00
CLASS V: Clubs without catering privileges.
- Class X** Spirituous, Vinous and Malt – Class A Lounge\$2,200.00
CLASS X: Class A Lounge
- Class XI** Spirituous, Vinous and Malt – Restaurant Lounge\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. **All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.**

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

This application must be completed and signed by the Town or City and mailed to:
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008.
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

Dated at: READFIELD , Maine KENNEBEC
City/Town (County)

The undersigned being: ☐ Municipal Officers ☐ County Commissioners of the
☐ City ☐ Town ☐ Plantation ☐ Unincorporated Place of: _____, Maine

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license

fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).] [2003, c. 213, §1 (AMD).]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]

[2009, c. 81, §§1-3 (AMD).]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD).]

[1995, c. 140, §6 (AMD).]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP).]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF).]

Please be sure to include the following with your application:

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Towns signature(s) are on the forms.

Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov

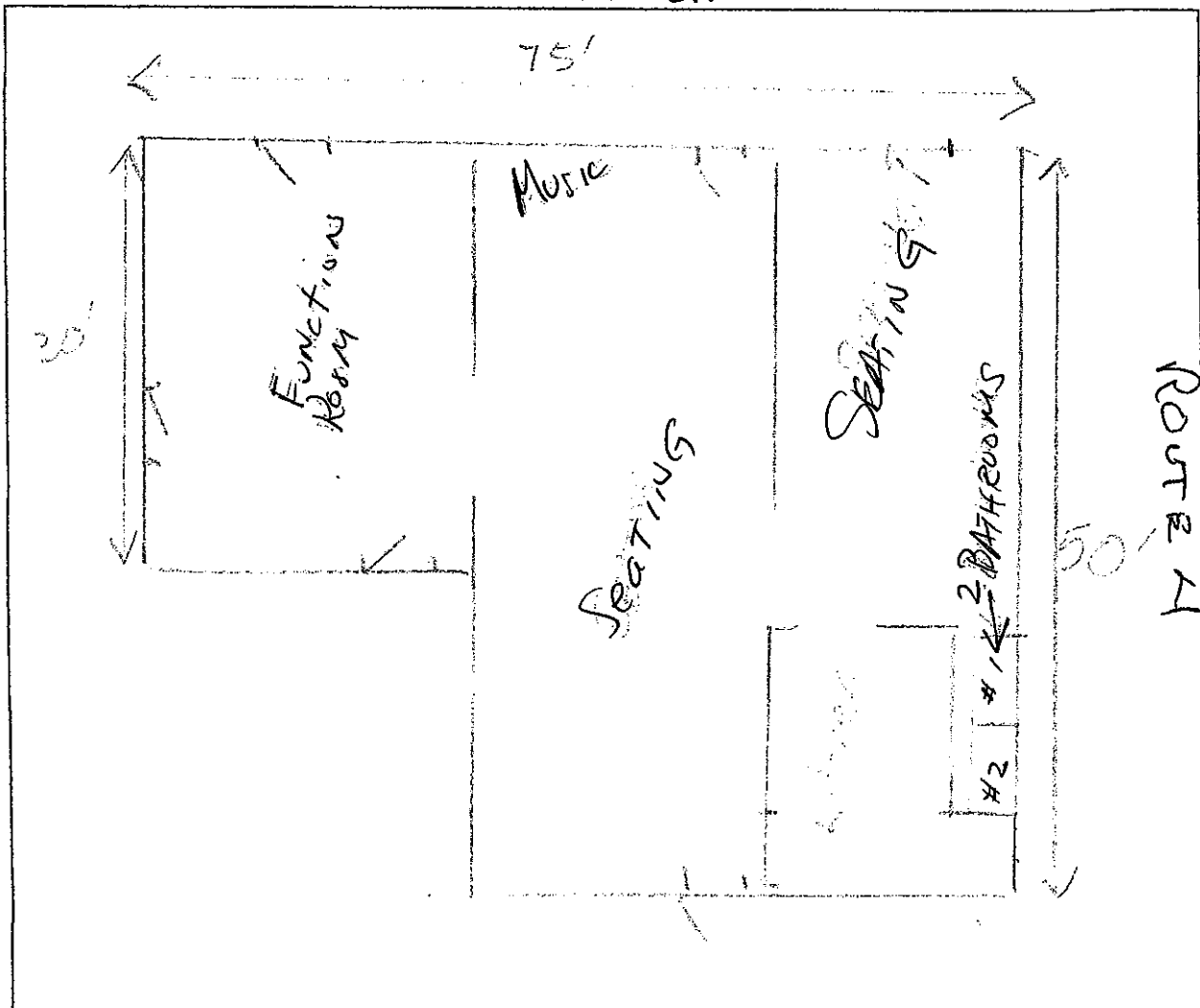
Robert J. [Signature]
ON PREMISE DIAGRAM

DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.

MAIN STREET - ROUTE 17





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

1. Exact legal name: READFIELD EMPORIUM CORP. _____
2. Doing Business As, if any: ____ READFIELD EMPORIUM CORP _____
3. Date of filing with Secretary of State: _FEB 1986_ which you are formed: _____
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
ROBERT BITTAR	914 S. RIVERSIDE DR. INDI- ALANTIC FL 32903 309 WAUGAN RD. NO MON- MOUTH, MAINE 04265	2/21/41	PRES	50
HELEN BITTAR	914 S. RIVERSIDE DR. INDI- ALANTIC FL 32903 309 WAUGAN RD. NO MON- MOUTH, MAINE 04265	10/18/41	VP	50

--	--	--	--	--

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: _____ (list primary officers in the above boxes)
7. Is any principal person involved with the entity a law enforcement official?
 Yes ☐ No ☒ If Yes, Name: _____ Agency: _____
8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?
 Yes ☐ No ☒
9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)
- Name: _____
- Date of Conviction: _____
- Offense: _____
- Location of Conviction: _____
- Disposition: _____
- _____

Signature:



4/20/17 _____

Signature of Duly Authorized Person Date

 ROBERT BITTAR
 Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
 Division of Liquor Licensing and Enforcement
 8 State House Station, Augusta, Me 04333-0008 (Regular address)

Readfield Select Board
May 1, 2017
Item # 17-182

FYI

TOWN OF READFIELD PROPERTY ASSESSED CLEAN ENERGY (PACE) ORDINANCE

Administration by the Efficiency Maine Trust

PREAMBLE

WHEREAS, the 124th Maine Legislature has enacted Public Law 2009, Chapter 591, “An Act to Increase the Affordability of Clean Energy for Homeowners and Businesses,” also known as “the Property Assessed Clean Energy Act” or “the PACE Act”; and

WHEREAS, that Act authorizes a municipality that has adopted a Property Assessed Clean Energy (“PACE”) Ordinance to establish a PACE program so that owners of qualifying property can access financing for energy saving improvements to their properties located in ~~the City/Town Readfield~~, financed by funds awarded to the Efficiency Maine Trust (the “Trust”) under the Federal Energy Efficiency and Conservation Block Grant (EECBG) Program and by other funds available for this purpose, and to enter into a contract with the Trust to administer functions of its PACE program; and

WHEREAS, ~~the Municipality Readfield~~ wishes to establish a PACE program; and

NOW THEREFORE, ~~the Municipality Readfield~~ hereby enacts the following Ordinance:

ARTICLE I - PURPOSE AND ENABLING LEGISLATION

§ XX-1 Purpose

By and through this Ordinance, the Town of Readfield declares as its public purpose the establishment of a municipal program to enable its citizens to participate in a Property Assessed Clean Energy (“PACE”) program so that owners of qualifying property can access financing for energy saving improvements to their properties located in the Town. The Town declares its purpose and the provisions of this Ordinance to be in conformity with federal and State laws.

§ XX-2 Enabling Legislation

The Town enacts this Ordinance pursuant to Public Law 2009, Chapter 591 of the 124th Maine State Legislature -- “An Act To Increase the Affordability of Clean Energy for Homeowners and Businesses,” also known as “the Property Assessed Clean Energy Act” or “the PACE Act” (codified at 35-A M.R.S.A. § 10151, *et seq.*).

ARTICLE II - TITLE AND DEFINITIONS

§ XX-3 Title

This Ordinance shall be known and may be cited as “the Town of Readfield Property Assessed Clean Energy (PACE) Ordinance” (the “Ordinance”).”

§ XX-4 Definitions

Except as specifically defined below, words and phrases used in this Ordinance shall have their customary meanings; as used in this Ordinance, the following words and phrases shall have the meanings indicated:

1. Energy saving improvement. “Energy saving improvement” means an improvement to qualifying property that is new and permanently affixed to qualifying property and that:

A. Will result in increased energy efficiency and substantially reduced energy use and:

(1) Meets or exceeds applicable United States Environmental Protection Agency and United States Department of Energy Energy Star program or similar energy efficiency standards established or approved by the Trust; or

(2) Involves air sealing, insulating, and other energy efficiency improvements of residential, commercial or industrial property in a manner approved by the Trust; or

B. Involves a renewable energy installation or an electric thermal storage system that meets or exceeds standards established or approved by the Trust.

2. Municipality. “Municipality” shall mean the Town of Readfield.

3. PACE agreement. “Pace agreement” means an agreement between the owner of qualifying property and the Trust that authorizes the creation of a PACE mortgage on qualifying property and that is approved in writing by all owners of the qualifying property at the time of the agreement, other than mortgage holders.

4. PACE assessment. “PACE assessment” means an assessment made against qualifying property to repay a PACE loan.

5. PACE district. “Pace district” means the area within which the Municipality establishes a PACE program hereunder, which is all that area within the Municipality’s boundaries.

6. PACE loan. “PACE loan” means a loan, secured by a PACE mortgage, made to the owner(s) of a qualifying property pursuant to a PACE program to fund energy saving improvements.

7. **PACE mortgage.** "PACE mortgage" means a mortgage securing a loan made pursuant to a PACE program to fund energy saving improvements on qualifying property.
8. **PACE program.** "PACE program" means a program established under State statute by the Trust or a municipality under which property owners can finance energy savings improvements on qualifying property.
9. **Qualifying property.** "Qualifying property" means real property located in the PACE district of the Municipality.
10. **Renewable energy installation.** "Renewable energy installation" means a fixture, product, system, device or interacting group of devices installed behind the meter at a qualifying property, or on contiguous property under common ownership, that produces energy or heat from renewable sources, including, but not limited to, photovoltaic systems, solar thermal systems, biomass systems, landfill gas to energy systems, geothermal systems, wind systems, wood pellet systems and any other systems eligible for funding under federal Qualified Energy Conservation Bonds or federal Clean Renewable Energy Bonds.
11. **Trust.** "Trust" means the Efficiency Maine Trust established in 35-A M.R.S.A. § 10103 and/or its agent(s), if any.

ARTICLE III - PACE PROGRAM

1. **Establishment; funding.** The Municipality hereby establishes a PACE program allowing owners of qualifying property located in the PACE district who so choose to access financing for energy saving improvements to their property through PACE loans administered by the Trust or its agent. PACE loan funds are available from the Trust in municipalities that 1) adopt a PACE Ordinance, 2) adopt and implement a local public outreach and education plan, 3) enter into a PACE administration contract with the Trust to establish the terms and conditions of the Trust's administration of the municipality's PACE program, and 4) agree to assist and cooperate with the Trust in its administration of the municipality's PACE program.
2. **Amendment to PACE program.** In addition, the Municipality may from time to time amend this Ordinance to use any other funding sources made available to it or appropriated by it for the express purpose of its PACE program, and the Municipality shall be responsible for administration of loans made from those other funding sources.

ARTICLE IV – CONFORMITY WITH THE REQUIREMENTS OF THE TRUST

1. **Standards adopted; Rules promulgated; model documents.** If the Trust adopts standards, promulgates rules, or establishes model documents subsequent to the

Municipality's adoption of this Ordinance and those standards, rules or model documents substantially conflict with this Ordinance, the Municipality shall take necessary steps to conform this Ordinance and its PACE program to those standards, rules, or model documents.

ARTICLE V – PROGRAM ADMINISTRATION; MUNICIPAL LIABILITY

1. Program Administration

A. PACE Administration Contract. Pursuant to 35-A M.R.S.A. §10154(2)(A)(2) and (B), the Municipality will enter into a PACE administration contract with the Trust to administer the functions of the PACE program for the Municipality. The PACE administration contract with the Trust will establish the administration of the PACE program including, without limitation, that:

- i. the Trust will enter into PACE agreements with owners of qualifying property in the Municipality's PACE district;
- ii. the Trust, or its agent, will create and record a Notice of the PACE agreement in the appropriate County Registry of Deeds to create a PACE mortgage;
- iii. the Trust, or its agent, will disburse the PACE loan to the property owner;
- iv. the Trust, or its agent, will send PACE assessment statements with payment deadlines to the property owner;
- v. the Trust, or its agent, will be responsible for collection of the PACE assessments;
- vi. the Trust, or its agent, will record any lien, if needed, due to nonpayment of the assessment;
- vii. the Trust or its agent on behalf of the Municipality, promptly shall record the discharges of PACE mortgages upon full payment of the PACE loan.

B. Adoption of Education and Outreach Program. In conjunction with adopting this Ordinance, the Municipality shall adopt and implement an education and outreach program so that citizens of the Municipality are made aware of home energy saving opportunities, including the opportunity to finance energy saving improvements with a PACE loan.

C. Assistance and Cooperation. The Municipality will assist and cooperate with the Trust in its administration of the Municipality's PACE program.

D. Assessments Not a Tax. PACE assessments do not constitute a tax but may be assessed and collected by the Trust in any manner determined by the Trust and consistent with applicable law.

2. Liability of Municipal Officials; Liability of Municipality

A. Notwithstanding any other provision of law to the contrary, municipal officers and municipal officials, including, without limitation, tax assessors and tax collectors, are not personally liable to the Trust or to any other person for claims, of whatever kind or nature, under or related to a PACE program, including, without limitation, claims for or related to uncollected PACE assessments.

B. Other than the fulfillment of its obligations specified in a PACE administration contract with the Trust entered into under Article V, §1(A) above, a municipality has no liability to a property owner for or related to energy savings improvements financed under a PACE program.

Town of Readfield Administration Ordinance—~~Enacted June 9, 2015~~

The ~~purpose of this ordinance is to give authorization of powers and duties of the board of selectpersons~~Select Board shall have the authority to manage the following ~~non-budgetary~~ items:

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 TAX ACQUIRED PROPERTY

1.6 WAIVER OF FORECLOSURE

1.7 INCREASE BUDGET ITEM BY 5%

1.8 MISCELLANEOUS FEES

1.9 DISBURSEMENT WARRANTS

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, ~~were 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. ~~Sale proceeds not approved by the~~The Select Board shall determine whether to use the proceeds to offset current year expenses or whether they shall be applied to the General Fund.

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.

1.5 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 ~~the Town's a written policy regarding~~ Tax Acquired Property Policy adopted January 8, 2007 by the Municipal Officers and amended on January 4, 2010.

1.6 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.

1.7 INCREASE ~~LINE-BUDGET~~ ITEM BY 5%

To increase ~~by up to 5%~~ any ~~linebudget~~ item ~~previously approved by Town Meeting vote up to five percent (5%)~~ by transferring funds from another line balance or miscellaneous income ~~to pay for unexpected expenses~~.

1.8 MISCELLANEOUS FEES

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

1.9 DISBURSEMENT WARRANTS

Pursuant to 30-A M.R.S. §§ 3001 (municipal home rule) and 5603(2) (A), the treasurer may disburse money only on the authority of a warrant drawn for the purpose, either (a) affirmatively voted for and signed by a majority of the municipal officers at a duly called public meeting, (b) seen and signed by a majority of them acting individually and separately, or (c) signed by any one of them acting alone as provided by law for the disbursement of employees' wages and benefits and payment of municipal education costs and state fees.

Enacted June 9, 2015

Amendment History:

TM: June 14, 2016

TM: June 13, 2017

Eric Dyer

From: Angie Ellis <ellisconstruction86@gmail.com>
Sent: Friday, April 28, 2017 6:13 AM
To: Eric Dyer
Subject: Sweeping

Good morning Eric,

I got home too late to return your call. Weather permitting, we should be in Readfield May 8th. We are finishing up with the state and the Town of Chelsea. I will email you by the end of next week to let you know for sure. It is supposed to rain a couple of days next week so that could impact our start date.

Angie

--

Ellis Construction
684 Northern Ave
Farmingdale, ME 04344
(207) 582-3008
Family owned and operated since 1991.

Future Agenda Items - Proposed DRAFT

May - Potential Meeting / Workshop Items

17-168 - Pre-sale considerations for 1111 Main St. - 5 minutes

Energy Investment Presentation / Discussion

Speed Trailer Program and Traffic Studies

Referendum Question Public Hearing

Waste Management Contract

Age Friendly Community Presentation

Energy Investment

Town Manager Review (six month)

June - Potential Meeting / Workshop Items

Friends of the Cobbossee Watershed Presentation

Contingency Policy Discussion

Volunteer Appreciation Event

Potential Future Meeting / Workshop Items:

Summer Residents Meeting

Investment Strategies

Marijuana Regulation

Plastic Recycling

Review of the appeals process and appeals matrix

Personal Property Taxes

Meeting with County Commissioner / County Sheriff

Ongoing Goals:

Group 1

Review the need for and nature of governance documents:

(Current and proposed ordinances and policies, town charter, etc.)

Review Capital Improvement/Investment Program

Clarify the authority of boards, committees and commissions

Hold an annual Community Meeting with a pot-luck supper.

Group 2

Welcome business, and develop a plan to support the business environment in Readfield

Investigate the most efficient, long-term renewable energy investment and conservation

Name and dedicate ball field

Consider a Parks Commission

Obtain the status of, and create plans for town buildings, specifically the fire station, transfer station and library

Create activities for kids and adults

Understand and address issues of poverty

Create an action plan resulting from the age-friendly survey and report

Consider a Church Street sidewalk