

**Readfield Select Board  
Meeting & Public Hearing Agendas  
May 15, 2017, Readfield Town Office**

Select Board Meeting starts at 5:30 PM  
Meeting ends (unless extended): TBD - depends on length of Public Hearing

**Executive Session - 30 minutes**

The Select Board is meeting in executive session to discuss the strategy around the disposition of 1111 Main St., pursuant to 1 MRSA, Section 405, subsection 6(C).

**Pledge of Allegiance**

**Public Hearing - Starts at 6:00pm, regular meeting to immediately follow**

This Public Hearing is being held to review the completed June 13, 2017 Town Meeting Warrant, including proposed ordinances and ordinance revisions. All Warrant articles are open for questions and discussion. The public is encouraged to attend as this is the final discussion of the Warrant and Ballot prior to the start of absentee voting.

**Regular Meeting - 10 minutes**

17-183 - Minutes: Select Board meeting minutes of May 1, 2017. - 5 minutes

17-184 - Warrants: #48 & #49. - 5 minutes

**Communications - 30 minutes**

Select Board communications. - 5 minutes

Town Manager's Report - 5 minutes

Treasurer's Report for April - 5 minutes

Boards, Committees, Commissions (BCCs), & Departments - 5 minutes

- Trails Committee minutes of March 28, 2017
- Appeals Board minutes of April 13, 2017

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

**Appointments, Reappointments, and Resignations - 5 minutes**

17-185 - Consider the appointment of Greg Durgin to the ad hoc Parks Commission

17-186 - Consider the appointment of Greg Durgin to the Heritage Days Committee

17-187 - Consider the appointment of John Moran to the Age Friendly Community Committee

17-188 - Consider the resignation of Darcy Whittemore from the Solid Waste and Recycling Committee

**Old Business - 15 minutes**

17-168 - Pre-sale considerations for 1111 Main St. - 15 minutes

**New Business - 20 minutes**

17-189 - Speed Trailer Program and Traffic Studies - 20 minutes

17-190 - Waste Management Contract - 5 minutes

**Future Agenda Items - 5 minutes**

**Adjournment**

# **EXECUTIVE SESSION**

# **PUBLIC HEARING**

**Annual Town Meeting Warrant**  
**Secret Ballot**  
**Tuesday, June 13, 2017**

To: Kristin Parks, resident of the Town of Readfield, in the County of Kennebec, State of Maine

**GREETINGS:**

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Readfield in said county and state, qualified by law to vote in town affairs, to meet at the Town Hall in said Town on Tuesday, the 13<sup>th</sup> day of June, A.D. 2017, at eight o'clock in the forenoon, then and there to act upon Article 1 and by secret ballot on Articles 2 through 42 as set out below, the polling hours therefor to be from 8 o'clock in the forenoon until 8 o'clock in the afternoon, said articles being the following:

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

Article 2:

Elect one Select Board members for three year terms:

☐ Price, Dennis

☐ Write in: \_\_\_\_\_

Elect one RSU #38 School Board member for a one year term:

☐ Sneed, Thomas

☐ Write in: \_\_\_\_\_

Elect one RSU #38 School Board member for a three year term:

☐ Woodford, Adam

☐ Write in: \_\_\_\_\_

Elect one Local School Committee member for a one year term:

☐ Write in: \_\_\_\_\_

Elect one Local School Committee member for a two year term:

☐ Write in: \_\_\_\_\_

Elect one Local School Committee member for a three year term:

☐ Write in: \_\_\_\_\_

Article 3: 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?

Article 4: Shall the Town of Readfield vote to allow the Select Board to establish **Salaries and or Wages** of town officers and employees, not elsewhere established, for the period July 1, 2017 through June 30, 2018?

Article 5: Shall the Town vote to fix **September 29, 2017** or thirty days after the taxes are committed, whichever is later, and **February 28, 2018** as the dates of each of which one-half of the property taxes are due and payable, and as the dates from which interest will be charged on

any unpaid taxes at a rate of 7% per year, which is the State rate pursuant to Title 36 MRSA, 505.4?

Article 6: Shall the Town vote to authorize the Tax Collector to **Pay Interest** at a rate of 3% , which is lower than the State Rate of 7% , from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, § 506 & 506A?

Article 7: To see if the Town will vote to authorize the municipal officers, **If an Article Fails**, to spend an amount not to exceed 3/12 of the budgeted amount in each operational budget category that the town is legally obligated to pay, of the last year's approved budgeted amount during the period July 1, 2017 to October 1, 2017?

Article 8: Shall the Town vote to raise and appropriate **\$458,085** for the **General Government for Administration, Insurance, Office Equipment, Assessing, CEO/LPI/BI, Grant Writing and Heating Assistance** budget category for the following budget lines with **Grant Writing and Heating Assistance** unexpended balances to be carried forward?

Municipal Administration                      \$259,945-*All postage, office supplies and copying expenses are now under this budget line, other area has been reduced with the exception of the Transfer Station Operations.*

Insurance    \$128,130 -*All insurances are now in this budget line, other budget lines has been reduced with the exception of the Transfer Station Operations.*

Office Equipment                                      \$ 3,350

Assessing    \$ 24,655 - *Returning to past years level of services*

CEO/LPI/BI    \$ 36,505 -*\$10,000 from revenues, adding 4 hours per week.*

Grant Writing/Planning Ser.                      \$ 4,000

Heating Assistance                                      \$ 1,500 -*\$1,500 from revenues*

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 9: Shall the Town vote to raise and appropriate **\$169,895** for the **Municipal Maintenance** budget category? ***Combined all maintenance budget categories.***

General Maintenance                                      \$ 83,825

Building Maintenance                                      \$ 29,470

Vehicles Maintenance                                      \$ 46,600 - *Moved from Roads/Drainage*

Interlocal Work    \$ 10,000 - *Moved from Roads/Drainage*

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 10: Shall the Town vote to raise and appropriate **\$9,300** for the **Boards and Commissions** budget category for the following budget lines, with unexpended balance of the Conservation budget line carried forward?

Appeals Board    \$ 100

Conservation Commission                                      \$ 7,750 -*\$7,050 from designated fund*

Planning Board    \$ 1,450

*Select Board recommends: yes*  
*Budget Committee recommends: yes*

**Article 11:** Shall the Town vote to raise and appropriate **\$57,135** for the **Community Services** budget category for the following budget lines, with the unexpended balance of the Library budget line carried forward?

Age Friendly Initiatives	\$ 2,000 – <i>New for 2017-18</i>
Animal Control	\$ 11,420 – <i>\$1,500 from revenues</i>
Kennebec Land Trust	\$ 250
KVCOG	\$ 4,295
Library Services	\$ 26,090 – <i>\$2,080 from revenues</i>
Readfield TV	\$ 6,830 – <i>\$6,830 from revenues</i>
Street Lights	\$ 6,000
Maranacook Lake Dam	\$ 250

*Select Board recommends: yes*  
*Budget Committee recommends: yes*

**Article 12:** Shall the Town vote to raise and appropriate **\$40,486** for the **Recreation, Parks and Activities** budget category for the following budget lines with any unexpended balances to be carried forward?

Beach	\$ 9,142 – <i>\$9,142 from revenues</i>
Recreation	\$ 10,561 – <i>\$10,560 from revenues</i>
Trails	\$ 2,483
Heritage Days	\$ 10,000 – <i>\$5,000 from designated fund</i>
Millstream Dam Project	\$ 8,300 – <i>\$6,221 from designated fund and \$2,079 from revenues. New for 2017-18</i>

*Select Board recommends: yes*  
*Budget Committee recommends: yes*

**Article 13:** Shall the Town vote to raise and appropriate **\$180,875** for the **Protection Department** budget category for the following budget lines with any unexpended balances to carry forward with the exception of the Ambulance Service, Dispatching and Emergency Operations Plan lines?

Operations Fire Department	\$ 87,650 – <i>\$20,000 from designated fund</i>
Fire Dept. Equipment	\$ 8,000
Ambulance Service	\$ 25,400
Waterholes	\$ 500
Tower Sites	\$ 27,000 – <i>\$25,000 from revenues</i>
Dispatching	\$ 30,200
Annual Physicals	\$ 125 – <i>\$125 from designated fund</i>
Personal Protective Gear Replacement	\$ 2,000

*Select Board recommends: yes*  
*Budget Committee recommends: yes*

**Article 14:** Shall the Town vote to raise and appropriate **\$16,050** for the **Cemetery Materials & Services** budget category, with any unexpended balances to carry forward? *Took payroll out of this category and included it in Municipal Maintenance.*

Select Board recommends: yes  
Budget Committee recommends: yes

**Article 15:** Shall the Town vote to raise and appropriate \$373,950 for the **Roads & Drainage** budget category for the following budget lines with any unexpended balance to be carried forward for the Summer Roads budget? *Vehicle Maintenance and Interlocal Work are now included in Municipal Maintenance. Potential Sidewalk project moved to Capital Improvements. This item includes an estimated \$70,000 for gravel Road work.*

Summer Road Maintenance	\$117,500 - \$35,000 from revenues
Winter Road Maintenance	\$256,450

Select Board recommends: yes  
Budget Committee recommends: yes

**Article 16:** Shall the Town vote to raise and appropriate \$260,812 for the **Capital Improvements** budget category for the following budget lines with all accounts to be carried forward? *Gile Hall funds are for accessibility (ADA) improvements to the front walk and parking area. Transfer Station funds are for reserve and current year access road work. The Dam project will likely require future expenditures to complete.*

Roads	\$ 15,000
Equipment	\$ 5,000
Gile Hall	\$ 24,000 - \$24,000 from designated fund
Parks/Recreation	\$ 7,762 - \$7,762 from designated
Transfer Station	\$ 39,050 - \$20,000 from designated and \$10,975 from revenues
Maranacook Lake Dam	\$125,000 - \$45,660 from designated fund

Select Board recommends: yes  
Budget Committee recommends: yes

**Article 17:** Shall the Town vote to appropriate \$45,000 from the Summer Roads reserve account as a **potential** grant match for a **sidewalk project** to be considered at a future Town Meeting, to improve safety and access on Church Road? *The \$45,000 is a placeholder amount, not a commitment to execute a project. If the grant is not approved, or if the voters do not approve the project, the money will be returned to the reserve account. The project cannot be considered by Maine Department of Transportation without the town showing baseline interest through this appropriation.*

Select Board recommends: yes  
Budget Committee recommends: yes

**Article 18:** Shall the Town vote to raise and appropriate \$282,576 for the **Solid Waste Department** budget category with all accounts to be carried forward? *\$181,636 from revenues*

Select Board recommends: yes  
Budget Committee recommends: yes

**Article 19:** Shall the Town vote to raise and appropriate \$317,600 for the **Regional Assessments**

budget category for the following budget lines which the town are legally bound to pay?

Cobbossee Watershed	\$ 22,000
Kennebec County Tax	\$270,000
First Park	\$ 25,600 - <i>\$10,000 from revenues</i>

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 20: Shall the Town vote to raise and appropriate **\$328,824** for the **Debt Service** budget category for the following budget lines which the town are legally bound to pay?

2015 Fire Truck Bond/Lease	\$ 56,857
2013 Road & Bridge Bond	\$109,117
2008 Road & Bridge Bond	\$162,850

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 21: Shall the Town vote to appropriate the amount equal to that paid to the Town by the State (based on snowmobile registrations) for the **Readfield Blizzard Busters Snowmobile Club** to be used for trail creation, maintenance and grooming? *\$940.00 from revenues*

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 22: Shall the Town vote to raise and appropriate the requested amount of **\$1,441** for the **Central Maine Agency on Aging/Cohen Center/Senior Spectrum**?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 23: Shall the Town vote to raise and appropriate the requested amount of **\$1,000** for the **Family Violence Agency**?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 24: Shall the Town vote to raise and appropriate the requested amount of **\$2,250** for the Courtesy Boat Inspection Program to the **Maranacook Lake Association** for **\$1,500** and the **Torsey Pond Association** for **\$750** on Maranacook Lake and Torsey Pond?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 25: Shall the Town vote to raise and appropriate the requested amount of **\$910** for the **Sexual Assault Agency**?

*Select Board recommends: yes*

*Budget Committee recommends: yes*



Article 26: Shall the Town vote to raise and appropriate the requested amount of **\$231** for the **30 Mile River Association**?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 27: Shall the Town vote to raise and appropriate the requested amount of **\$5,000** for continued restoration of the **Readfield Union Meeting House**?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 28: Shall the Town vote to appropriate **\$10,000** for the **Readfield Enterprise Fund** budget category with any balance to be carried forward?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 29: Shall the Town vote to raise and appropriate **\$10,000** for a **Real Estate Property Revaluation** with any unexpended balance to carry forward?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 30: Shall the Town vote to raise and appropriate **\$4,650** for the **General Assistance** budget category?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 31: Shall the Town vote to appropriate funds not to exceed **\$5,000** to cover Overdrafts from the Unassigned Fund Balance?

*Select Board recommends: yes*

*Budget Committee recommends: yes*

Article 32: Shall the Town vote to authorize **Expenditure of Revenues** from Federal, State, Local and private sources (including user fees), in those categories for which the revenue was intended (if no use is identified, the funds shall be deposited with the General Fund), in addition to the amounts appropriated previously in these articles?

Article 33: Shall the Town vote to appropriate the following **Estimated Revenues** to reduce the 2017 Tax Commitment?

State Revenue Sharing	\$135,000
Interest on Property Taxes	\$ 20,000
Interest on Investments	\$ 3,000

Veterans Exemption	\$ 3,200
Homestead Exempt. Reimbursement	\$184,330
Tree Growth Reimbursement	\$ 9,800
BETE Reimbursement	\$ 9,161
Boat Excise Taxes	\$ 7,500
Motor Vehicle Excise Taxes	\$460,000
Agent Fees	\$ 9,500
Newsletter	\$ 250
Certified Copy Fees	\$ 1,300
Other Income	\$ 500
Heating	\$ 1,500
Plumbing fees	\$ 5,000
Land Use Permit Fees	\$ 6,000
Dog License Fees	\$ 1,500
Library Revenue	\$ 2,080
Cable Television Fees	\$ 26,000
Beach Income	\$ 9,142
Recreation Income	\$ 10,561
Mill Stream Dam/Factory Sq	\$ 2,079
Protection	\$ 25,000
Local Roads	\$ 35,000
Interlocal	\$ 10,000
Transfer Station Capital	\$ 10,975
Transfer Station	\$181,636
First Park	\$ 10,000
Snowmobile (State reimb.)	\$ 940
Readfield Enterprise Fund	\$ 10,000
General Assistance (State reimb.)	\$ 2,325
<b>Total</b>	<b>\$1,193,279</b>

*Select Board recommends: yes*

*Budget Committee recommends: yes*

**Article 34:** Shall the Town vote to appropriate the following **Designated Funds** to reduce the 2017 Tax Commitment? *The amounts below can be seen in context under several prior articles where "from designated fund"*

Parks/Recreation Capital	\$ 2,762
Cemetery Trust Fund	\$ 4,000
Conservation	\$ 7,050
Fire Dept. Equipment	\$ 20,000
Fire Dept. Physicals	\$ 125
Gile Hall Capital	\$ 24,000
Heritage Days	\$ 5,000
Maranacook Dam Capital	\$ 45,660
Mill Stream Dam Project	\$ 6,221
Recreation	\$ 5,000
Transfer Station Capital	\$ 20,000
<b>Total</b>	<b>\$139,818</b>

*Select Board recommends: yes*  
*Budget Committee recommends: yes*

Article 35: Shall the Town vote to authorize the Select Board to expend up to **Twenty Five Thousand Dollars (\$25,000)** from the **Unassigned Fund Balance** (General Fund), in the aggregate for one or more purposes, to meet contingencies that may occur during the ensuing fiscal year?

*Select Board recommends: yes*  
*Budget Committee recommends: yes*

Article 36: Shall the Town vote to appropriate **\$187,731** from the **Unassigned Fund Balance** to **reduce the total tax commitment**?

*Select Board recommends: yes*  
*Budget Committee recommends: yes*

Article 37: To see if the Town will vote to enter into an **inter-local agreement** in partnership with the Town of Fayette and Wayne for the use and operation of the Readfield Transfer Station. *A one-year interim agreement was approved by voters last year and subsequent negotiations have led to the proposal of a three-year cooperative agreement. Legal review has been completed and the Town of Fayette has authorized their Select Board to enter into the agreement.*

Article 38: Shall the Town vote to amend the **Administration Ordinance**, and be enacted? *Changes to this Ordinance address a number of issues ranging from correcting ambiguous language to the disbursement of municipal funds. Legal review has been completed.*

Article 39: Shall the Town vote to amend the **Land Use Ordinance**, and be enacted? *Changes to this Ordinance clarify language, add definitions, and also resolve conflicting language that results from the creation of a separate Board of Appeals Ordinance (see below). Legal review has been completed.*

Article 40: Shall the Town vote to accept and adopt the language in the **Board of Appeals Ordinance**? *This is a new ordinance derived from sections of our Land Use Ordinance, Town Meeting articles from 1973, current state statute, and current ordinances in other municipalities. The Ordinance was recommended by our legal counsel and requested by the Select Board to address a wide range of issues with the original language from 1973. Legal review has been completed.*

Article 41: Shall the town vote to accept and adopt the language in the **P.A.C.E Ordinance**? *P.A.C.E. stands for Property Assessed Clean Energy. This is a new ordinance that allows residents to access home energy improvement financing to achieve meaningful energy savings and to make cost-effective energy improvements. Legal review has been completed.*

Article 42: Should the Town continue to use the **Secret Ballot** process for the 2018 Annual Town Meeting?

The purpose of this ordinance is to give authorization of powers and duties of the board of select persons. 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, where the underlying purpose has been authorized by the voters.

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

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

**Proposed Revisions to the Land Use Ordinance and the  
Adoption of a Board of Appeals 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.

Article 8, Section 10.B. Storm water requirements will be changed to meet Maine Stormwater Management Design Manual dated 2016 (see attached wording). Page 52

Article 11, Section 2. Definitions have been clarified in the use of Agricultural- Light Industry, Industry - Light, & Industry - Heavy (see attached wording). Starts on Page 121

Article 7, Section 5. Land Use Tables will change by adding a new use as Agricultural- Light Industry, needing Planning Board approval but not allowed in Shoreland Residential or Resource Protection. AND, Industry - Heavy is only allowed in Commercial and Industrial District (CID) with Planning Board approval, AND, Natural Resource-Based Industries will not be allowed in Rural Residential. Starts on

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#### Stormwater Requirements:

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.

#### Agricultural Light Industry Definition:

**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.

**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 at a duly noticed hearing.

4. OFFICERS AND DUTIES

- A. The officers of the Board shall consist of a Chairperson, Vice Chairperson and Secretary, from its membership 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 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. 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 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 fiscal 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 to 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 member shall vote on the determination of any matter requiring a public hearing unless he or she has attended the public hearing thereon; except that such a member who has familiarized himself or herself with such matter by reading the record 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, or a 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. Any order or decision of the Board for a permitted use shall expire if the permit is not acted upon within the timeframe specified for the permit, not including time required for the appeals process.

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. 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.

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.

**TOWN OF READFIELD PROPERTY ASSESSED CLEAN ENERGY  
(PACE) ORDINANCE**

**Administration by the Efficiency Maine Trust**

**PREAMBLE**

WHEREAS, the 124<sup>th</sup> 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 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, Readfield wishes to establish a PACE program; and

NOW THEREFORE, 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 124<sup>th</sup> 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.



# **REGULAR MEETING**

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

Readfield Select Board  
May 15, 2017  
Item # 17-183

**Readfield Select Board**  
**Regular Meeting Minutes – May 1, 2017 – Unapproved.**

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

**Excused Absence:** Christine Sammons

**Others Attending:** Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starrett (Channel 7), Grace Keene, Debora Doten, Ken Clark

**Regular Meeting**

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

- **17-176 – Minutes: Select Board meeting minutes of April 19, 2017**
  - **Motion** made by Mr. Parent to approve the Select Board meeting minutes of April 19, 2017 as amended, **second** by Mrs. Woodsum. **Vote** 4-0 in favor.
  - **Motion** made by Mrs. Woodsum to reopen the minutes that were just approved for April 19, 2017, **second** by Mr. Bourgoine. **Discussion:** Change Article #42 to remove “with a recommendation of yes”. Discussion on recommendation on Articles 37 through 41. **Motion** made by Mrs. Woodsum to strike “with a recommendation of yes” in Article 42, **second** by Mr. Parent. **Vote** 4-0 in favor.
- **17-177 – Warrants #46 & #47**
  - Mr. Bourgoine reviewed Warrants #46 & #47.
  - **Motion** made by Mr. Bourgoine to approve Warrants #46 & #47 in the amount of \$346,941.12, **second** by Mrs. Woodsum. **Discussion:** Mr. Dunham mentioned that there was only one more RSU payment for this year. Brief discussion regarding Cushing Construction contract. **Vote** 4-0 in favor.

**Communications**

- **Select Board Communications**
  - Mr. Bourgoine pointed out that on the front page of today’s Kennebec Journal (May 1, 2017) there is a nice article on the Union Meeting House. Very interesting and informative.
  - Mr. Dunham questioned on Article 3 that we are bringing forward, why are we changing the terms of the Selectboard? Brief discussion amongst the Selectboard and Town Manager to clarify the changes. Legal advice from MMA has been received as well.
  - Article 42 – change wording – motion was made to reopen the minutes to make changes.
  - Planning Board Minutes – check on website to see why minutes are not showing up.
- **Town Manager’s Report**
  - Mr. Dyer went over the Town Manager’s Report dated May 1, 2017.
  - Candidate’s night is scheduled for Monday, May 8 at 6:30 pm at Gile Hall.
- **Boards, Committees, Commissions & Departments**
  - 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
    - *Thank you for submitting your minutes.*

**Readfield Select Board**  
**Regular Meeting Minutes – May 1, 2017 – Unapproved**

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- **Public Communications** - *Members of the public may address the Select Board on any topic*
  - None

**Appointments, Reappointments and Resignations:**

- **17-178 – Consider the appointment of four members to the Ad Hoc Parks Commission**
  - **Motion** made by Mrs. Woodsum to appoint for a one year term to the Adhoc Parks Commission starting tonight and for a term ending June 30, 2018 and those appointments are for the following: Thomas Donegan, Robert Peele, Marianne Perry. **Second** by Mr. Parent. **Discussion:** Nelson Peterson to be notified and invited to next meeting. **Vote** 4-0 in favor.
- **17-179 – Consider the resignation of Allen Curtis from the Board of Appeals**
  - **Motion** made by Mrs. Woodsum to accept the resignation of Allen Curtis from the Appeals Board per his letter. **Second** by Mr. Parent. **Vote** 4-0 in favor.

**Old Business:**

- **17-161 – Review of Draft Ordinances / Ordinance Amendments**
  - **Board of Appeals Ordinance – proposed new – third reading**
    - Third draft and final language pending legal review.
    - **Motion** made by Mr. Bourgoine to approve the Board of Appeals Ordinance as written pending legal review and corrections that are made. **Second** by Mr. Parent. **Discussion:** Discussion regarding wording on Section 3: Appointments; Section 4: Officer and Duties; Section 5: Conflict of Interest; Section 8: Meetings; Section 9: Voting; Section 11: Submittals; Section 13: Hearings. **Vote** 3-1, opposed by Mr. Dunham.
  - **Land Use Ordinance amendment review**
    - **Motion** made by Mrs. Woodsum to include the proposed June 13, 2017 changes to the Land Use Ordinance as submitted, **Second** by Mr. Parent. **Discussion:** Adding a new definition of Agricultural Light Industry and does this change the table of uses. **Vote** 4-0 in favor.

**New Business:**

- **17-180 – Maranacook Lake Outlet Dam Bridge Review**
  - Mr. Dyer went over the report submitted by Wendy Dennis on behalf of the Maranacook Lake Outlet Dam Project. This had been a lengthy process, did review deeply the options and taking the consideration of everyone to move forward with the project but reject the two bids that have been received to be able to discuss the project.
  - **Motion** made by Mr. Bourgoine to reject both bids received for the Dam Project, **Second** by Mr. Parent. **Discussion:** Looking into breaking it down into different parts to see if it will help with the cost. **Vote** 4-0 in favor.

**Motion** made by Mrs. Woodsum to extend the meeting by 15 minutes, **Second** by Mr. Parent. **Vote** 4-0 in favor.

**Readfield Select Board**  
**Regular Meeting Minutes – May 1, 2017 – *Unapproved***

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- **17-181 – Consider a liquor license renewal for the Emporium**
  - **Motion** made Mr. Dunham to wave the Public Hearing, **Second** by Mrs. Woodsum. **Vote** 4-0 in favor.
  - **Motion** made by Mrs. Woodsum to approve the liquor license submitted by Helen & Robert Bittar for one year, effective from 6-10-17 to 6-9-18, for the Emporium, **Second** by Mr. Bourgoine. **Discussion:** Application found to be complete. **Vote** 4-0 in favor.
- **17-182 – Set the date of a final Public Hearing to consider referendum questions on the Secret Ballot**
  - Monday, May 15, 2017: Executive Session from 5:30-6:00 pm regarding real estate, Public Hearing from 6:00-7:30 pm on the referendum questions and regular Selectboard meeting right after the Public Hearing or by 730 pm and ending at 9:00 pm.
  - Will have notes available for the public prior to the meeting (May 12).
  - Ask a representative from Planning Board to be present in case of any questions on LUO changes.
  - **Motion** made by Mr. Bourgoine to have Mrs. Woodsum be the signature person once approval of warrant is complete, **Second** by Mrs. Woodsum. **Vote** 4-0 in favor.

**Future Agenda Items:**

- **Motion** made by Mrs. Woodsum for the Town Manager and Mr. Bourgoine to create and sign a letter for Jackie Robbins of her appreciation for her years of service. **Second** by Mr. Parent. **Vote** 4-0 in favor.

**Motion** made by Mrs. Woodsum to adjourn the meeting at 8:15 pm, **second** by Mr. Parent. **Vote** 4-0 in favor.

***Minutes submitted by Kristin Parks, Board Secretary***

# **COMMUNICATIONS**

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



## **TOWN OF READFIELD**

**8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355**

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

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

### **Town Manager Report**

**May 15, 2017**

#### **Solid Waste and Recycling:**

- We are preparing for a minor revision to our Transfer Station permit. The scope of the revision included the formal addition of Fayette to the facility and the prospect of a PaintCare collection program.
- Please pre-register for the Hazardous Waste Collection Day on May 20<sup>th</sup> from 9:00am to Noon at the Augusta Public Works Garage. Pre-registration is required.
- We received the final report from our University of Maine Engineering students studying the Transfer Station. It was time well spent as they have arrived at a number of thoughtful and creative options for addressing traffic flow and site layout at the facility. I am excited to discuss them with the SWRC and Select Board.

#### **Maintenance & Infrastructure:**

- Road grading will begin when we have a stretch of dry weather.
- Road and lot sweeping has been delayed due to wet weather.
- I purchased a traffic counter to meet several needs we have in Town including accurate traffic counts at the Transfer Station, speed issues, and future prioritization of paving and road work. This equipment will supplement programs from MDOT and services from engineers.
- Staff received illness prevention tips and PPE for ticks and mosquitos and "sun safety. My hope is that these resources will make their field work safer and more productive, and also reduce our municipal risk and liability.
- I attended training and am re-certified for MDOT Local Project Administration.
- Review of options for the Maranacook Lake Outlet Dam is underway with a meeting last week.

#### **Personnel:**

- We have made a hire for the part-time seasonal grounds maintenance position. I want to welcome William Lefever to our staff.
- I am currently working with a prospective interim Assessing Agent. They will start with an office day and Assessors meeting on May 26<sup>th</sup> if all goes well. Our CEO is continuing to provide administrative and field support during this transition.

#### **Announcements:**

- Don't forget to vote for the RSU budget on May 17<sup>th</sup>.
- Absentee Ballots for the Town of Readfield and RSU are available.



## **TOWN OF READFIELD**

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### **Treasurer's Report – May 15, 2017** **(Month of April, 2017)**

#### **Recurring Activities:**

**Check Reconciliation:** Check reconciliation was completed through 4/30/2017. Our accounts are in balance with our bank statement and no unusual activity was observed. Cover sheets are attached.

**Journal Listings:** All journals (including payroll warrants, financial warrants, cash receivables, correcting journals, etc.) posted in the month are identified in the attached Journal Summary Report. 42 journals are listed with no errors.

#### **Special Projects:**

**Payroll:** New payroll sheets are being developed for the upcoming fiscal year that will offer greater detail and make recording and tracking easier.

#### **Income and Expense – Month of April:**

Receipts for April totaled \$157,438. Real Estate payments accounted for \$51,691 of the total, with Tax Lien payments adding \$6,753. Motor Vehicle payments were at \$51,691. State Reimbursements totaled \$5,988. Transfer Station Fees were \$9,619. Net revenues totaled \$72,255. Net expenses totaled \$383,458. Education expenses were the largest single expense at \$286,862, followed by General Government at \$3,848, and Roads & Drainage at \$30,763.

#### **Income and Expense – Year to Date:**

The Year to Date is reported from July 1, 2016 through April 30, 2017. Net revenues to date total \$5,478,964. Most of this amount is committed taxes. Excise Tax is \$428,824. Homestead Exemption reimbursements total \$94,647, Solid Waste is \$153,780, and State Revenue Sharing is \$102,922. Net expenses to date total \$4,877,815. Education, Debt Service, Regional Organizations, Roads and Drainage, General Government, Solid Waste, and protection are the seven main contributors over \$100,000.

#### **Things to Watch:**

Average revenue and expense balances through April should be at around 85%, seasonal variations and one-time payments excepted. We have some areas of expenditure that are well below budget, and it is appropriate to review these and question why. An example is the repair budget for the Maintenance Building which stands out because siding work has not yet commenced. No other issues were noted that have not been previously reported.

Apr-17

Completed 5/4/17 Andro Teresa  
Completed 4/7/17 Camden Teresa  
**Reviewed By:**

Er Dye



**Check Reconciliation**

05/04/2017

Page 8

**Balancing Report**

Bank: 4 Androscoffin Bank

Statement Date: 04/28/17

**COPY**

Check	Type	Date	Amount	--Status--		Payee
				Code	Date	
164258	OD	04/20/17	1,529.52	VOID	04/18/17	Eric W Dyer (DD)
164259	OD	04/20/17	976.66	VOID	04/18/17	Robin L Lint (DD)
164260	OD	04/20/17	634.51	VOID	04/18/17	Kristin M Parks (DD)
164261	OD	04/20/17	1,017.14	VOID	04/18/17	Teresa A Shaw (DD)
164339	OD	05/04/17	880.00	VOID	05/01/17	Anna R Carll (DD)
164340	OD	05/04/17	1,434.72	VOID	05/01/17	Bruce A Chandler Jr.(DD)
164341	OD	05/04/17	1,529.52	VOID	05/01/17	Eric W Dyer (DD)
164342	OD	05/04/17	976.65	VOID	05/01/17	Robin L Lint (DD)
164343	OD	05/04/17	918.88	VOID	05/01/17	Kristin M Parks (DD)
164344	OD	05/04/17	1,017.14	VOID	05/01/17	Teresa A Shaw (DD)

Count 14

Total 13,865.89

BEGINNING BALANCE.....	2,082,874.97	
+ DEPOSITS ON STMT....	152,247.29	53
+ OTHER CREDITS.....	691.34	13
- CASHED CHECKS.....	410,965.48	122
- OTHER DEBITS.....	16,003.51	1
STATEMENT BALANCE.....	1,808,844.61	
+ OUTSTANDING DEPOSITS	2,135.64	2
- OUTSTANDING CHECKS..	6,769.23	14
+ OUTSTANDING OTHER	59.60	3
CHECKBOOK AT STMT DATE.	1,804,270.62	
+ OTHER DEPOSITS.....	18,989.57	9
- ISSUED CHECKS.....	346,941.12	42
+ ISSUED OTHER	30.40	1
CURRENT CHECKBOOK.....	1,476,349.47	

## Check Reconciliation

COPY

05/04/2017  
Page 1

## Balancing Report

Bank: 2 Camden National

Statement Date: 04/30/17

--Status--						
Check	Type	Date	Amount	Code	Date	Payee
<b>Deposits</b>						
0	DP	04/03/17	776.41	CSHD	05/04/17	Deposit J# 415
0	DP	04/04/17	309.01	CSHD	05/04/17	Deposit J# 416
0	DP	04/05/17	1,236.69	CSHD	05/04/17	Deposit J# 417
0	DP	04/07/17	291.42	CSHD	05/04/17	Deposit J# 418
0	DP	04/10/17	281.62	CSHD	05/04/17	Deposit J# 425
0	DP	04/11/17	45.75	CSHD	05/04/17	Deposit J# 426
0	DP	04/12/17	2,490.65	CSHD	05/04/17	Deposit J# 428
0	DP	04/14/17	846.00	CSHD	05/04/17	Deposit J# 430
0	DP	04/18/17	745.44	CSHD	05/04/17	Deposit J# 438
0	DP	04/19/17	505.30	CSHD	05/04/17	Deposit J# 441
0	DP	04/21/17	1,013.46	CSHD	05/04/17	Deposit J# 442
0	DP	04/24/17	587.31	CSHD	05/04/17	Deposit J# 447
0	DP	04/25/17	283.58	CSHD	05/04/17	Deposit J# 448
0	DP	04/26/17	375.38	CSHD	05/04/17	Deposit J# 452
0	DP	04/28/17	4,499.09	CSHD	05/04/17	Deposit J# 454
Count			15	Total		
				14,287.11		

<b>Interest</b>						
0	IN	05/04/17	44.70	CSHD	05/04/17	Interest
Count			1	Total		
				44.70		

BEGINNING BALANCE.....	285,003.38	
+ DEPOSITS ON STMT....	14,287.11	15
+ INTEREST .....	44.70	1
STATEMENT BALANCE.....	299,335.19	
CHECKBOOK AT STMT DATE.	299,335.19	
+ OTHER DEPOSITS.....	1,901.89	2
CURRENT CHECKBOOK.....	301,237.08	

# Journal Summary List

All Journal Types

April

Jrnl	Date	Type	Per	Expense	Revenue	G / L	Cash	Enc	Description
0409	04/04/17	AP	04	326,488.13	2,110.70	5,165.86	-333,764.69	0.00	04/06/17 A/P
0414	04/04/17	PY	04	14,623.49	0.00	-613.10	-14,010.39	0.00	04/06/2017 Payroll
0415	04/03/17	CR	04	0.00	-2,954.26	-8,767.40	11,721.66	0.00	04/03/2017 C/R
0416	04/04/17	CR	04	0.00	-1,688.28	-7,725.05	9,413.33	0.00	04/04/2017 C/R
0417	04/06/17	CR	04	0.00	-7,250.20	-5,088.79	12,338.99	0.00	04/05/2017 C/R
0418	04/07/17	CR	04	0.00	-3,677.60	-6,566.24	10,243.84	0.00	04/07/2017 C/R
0419	04/10/17	CR	04	0.00	-1,719.56	0.00	1,719.56	0.00	04/10/2017 R/R Deposit
0420	04/10/17	CR	04	0.00	-666.29	0.00	666.29	0.00	04/10/2017 R/R Deposit
0421	04/10/17	CR	04	0.00	-726.80	0.00	726.80	0.00	04/10/2017 R/R Deposit
0422	04/10/17	CR	04	0.00	-139.53	0.00	139.53	0.00	04/10/2017 R/R Deposit
0423	04/10/17	CR	04	0.00	-363.53	0.00	363.53	0.00	04/10/2017 R/R Deposit
0424	04/11/17	GJ	04	0.00	5,102.57	-5,168.57	66.00	0.00	online Boats, Gov Huntoon,
0425	04/11/17	CR	04	0.00	-1,909.20	-5,491.44	7,400.64	0.00	04/10/2017 C/R
0426	04/11/17	CR	04	0.00	-1,535.59	-2,518.17	4,053.76	0.00	04/11/2017 C/R
0427	04/20/17	AP	04	28,711.35	0.00	16,045.72	-44,757.07	0.00	04/20/17 A/P
0428	04/12/17	CR	04	0.00	-3,756.88	-3,159.59	6,916.47	0.00	04/12/2017 C/R
0430	04/14/17	CR	04	0.00	-2,385.49	-4,834.56	7,220.05	0.00	04/14/2017 C/R
0431	04/18/17	PY	04	13,575.46	0.00	189.38	-13,764.84	0.00	04/20/2017 Payroll
0432	04/18/17	CR	04	0.00	-399.21	0.00	399.21	0.00	04/18/2017 R/R Deposit
0433	04/18/17	CR	04	0.00	-280.39	0.00	280.39	0.00	04/18/2017 R/R Deposit
0434	04/18/17	CR	04	0.00	-63.48	0.00	63.48	0.00	04/18/2017 R/R Deposit
0435	04/18/17	CR	04	0.00	-142.92	0.00	142.92	0.00	04/18/2017 R/R Deposit
0436	04/18/17	CR	04	0.00	-626.73	0.00	626.73	0.00	04/18/2017 R/R Deposit
0437	04/18/17	CR	04	0.00	-81.30	0.00	81.30	0.00	04/18/2017 R/R Deposit
0438	04/19/17	CR	04	0.00	-9,008.91	-8,009.54	17,018.45	0.00	04/18/2017 C/R
0439	04/20/17	AP	04	0.00	0.00	600.00	-600.00	0.00	04/20/17 A/P
0440	04/19/17	GJ	04	-28.00	-497.14	-600.00	1,125.14	0.00	Dep Care, Boat, Unemploy,
0441	04/20/17	CR	04	0.00	-1,947.88	-4,460.76	6,408.64	0.00	04/19/2017 C/R
0442	04/24/17	CR	04	0.00	-10,028.29	-6,719.22	16,747.51	0.00	04/21/2017 C/R
0443	04/24/17	CR	04	0.00	-1,973.76	0.00	1,973.76	0.00	04/24/2017 R/R Deposit
0444	04/24/17	CR	04	0.00	-41.91	0.00	41.91	0.00	04/24/2017 R/R Deposit
0445	04/24/17	CR	04	0.00	-53.63	0.00	53.63	0.00	04/24/2017 R/R Deposit
0446	04/24/17	CR	04	0.00	-286.03	0.00	286.03	0.00	04/24/2017 R/R Deposit
0447	04/25/17	CR	04	0.00	-8,690.31	-3,490.58	12,180.89	0.00	04/24/2017 C/R
0448	04/26/17	CR	04	0.00	-4,792.43	-664.50	5,456.93	0.00	04/25/2017 C/R
0449	04/26/17	CR	04	0.00	-646.76	0.00	646.76	0.00	04/26/2017 R/R Deposit
0450	04/26/17	GJ	04	0.00	-100.20	0.00	100.20	0.00	Online Boats
0452	04/27/17	CR	04	0.00	-2,869.55	-6,157.37	9,026.92	0.00	04/26/2017 C/R
0453	04/27/17	CR	04	0.00	-518.54	0.00	518.54	0.00	04/27/2017 R/R Deposit
0454	04/28/17	CR	04	0.00	-7,556.95	-13,559.74	21,116.69	0.00	04/28/2017 C/R
0465	05/08/17	GJ	04	88.00	-88.79	0.79	0.00	0.00	Interest KSB, CJE J#
0476	05/11/17	GJ	04	0.00	0.00	0.00	0.00	0.00	Kenn Wealth Mngment April
<b>Totals</b>				<b>383,458.43</b>	<b>-72,255.05</b>	<b>-71,592.87</b>	<b>-239,610.51</b>	<b>0.00</b>	

\* - Incorrect control entry

42 Journals Listed

0 Out of Balance

0 Expense Control Errors

0 Revenue Control Errors

0 Encumbrance Control Errors

Actual Date Between 04/01/2017 and 04/30/2017, Receipt Types:  
1,2,3,4,5,6,7,8,9,10,11,22,23,24,25,26,29,31,32,33,35,43,44,45,46,47,48,49,50,51,52,53,54,55,57,58,59,60,64,6  
7,68,70,73,81,90,91,92,93,94,95,96,97,98,99,190,800,801,802,803,804,890,891,893,894,895,896,901,999

Receipt Summary

Type	Count	Amount
2 BOATS	38	3,596.80
5 SPORTING LICENSE	20	727.00
10 Business Listing	1	10.00
24 BEACH PERMIT	2	80.00
29 VITAL RECORDS	3	55.00
33 CEMETERY	2	5,568.57
35 COPIES	16	20.25
43 MISCELLANEOUS	3	4,529.00
44 CEO/LPI PERMITS	10	678.00
45 GILE HALL	1	25.00
47 PB-BOA LAND USE FEE	2	250.00
49 STATE REIMBURSEMENT	1	5,949.73
50 STATE REIMBURSEMENT	1	38.00
51 RECREATION	14	705.00
57 TRANS STATION FEES	2	7,374.36
58 TRANS STATION FEES	139	1,775.75
59 TRANS STATION Other	2	469.25
81 Publications- Advertising	1	24.00
90 Real Estate Payment	147	66,130.97
91 Tax Lien Payment	9	6,752.74
92 Personal Property Payment	2	52.21
99 Motor Vehicle	257	51,691.22
190 Moses	4	88.00
800 Dog Registration	29	847.00
	706	157,437.85

# Revenue Summary Report

Department(s): ALL

05/12/2017

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April

Account	Budget Net	- C U R R Debits	M O N T H - Credits	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	5,706,026.00	2,292.97	63,454.66	5,185,739.69	520,286.31	90.88
15 - BOARDS & COMMISSIONS	0.00	0.00	0.00	4,055.71	4,055.71	—
25 - COMMUNITY SERVICES	29,875.00	0.00	629.00	41,695.88	11,820.88	139.57
30 - RECREATION, PARKS & ACTIVITIES	19,201.00	0.00	785.00	10,934.83	8,266.17	56.95
40 - PROTECTION	5,580.00	0.00	0.00	11,146.57	5,566.57	199.76
50 - CEMETERIES	0.00	5,168.57	5,168.57	70.63	70.63	—
60 - Roads & Drainage	41,435.00	0.00	0.00	44,254.61	2,819.61	106.80
65 - CAPITAL IMPROVEMENTS	0.00	0.00	0.00	7.00	7.00	—
70 - SOLID WASTE	183,308.00	28.00	9,707.36	152,674.02	30,633.98	83.29
90 - UNCLASSIFIED	21,489.00	0.00	0.00	28,384.67	6,895.67	132.09
95 - GENERAL ASSISTANCE	2,355.00	0.00	0.00	0.00	2,355.00	0.00
Final Totals	6,009,269.00	7,489.54	79,744.59	5,478,963.61	530,305.39	91.18

# Expense Summary Report

ALL Departments

April

05/12/2017

Page 1

Account	Budget Net	- C U R R M O N T H -		YTD Net	Unexpended Balance	Percent Spent
		Debits	Credits			
10 - GENERAL GOVT	473,471.00	33,847.67	821.92	367,794.65	105,676.35	77.68
15 - BOARDS & COM	5,360.00	204.58	0.00	1,952.60	3,407.40	36.43
20 - TOWN BLDG	34,674.00	2,331.14	0.00	22,852.82	11,821.18	65.91
25 - COMM SERVICE	59,621.00	4,221.32	0.00	51,354.10	8,266.90	86.13
30 - REC PARKS/AT	26,668.00	70.94	0.00	17,201.31	9,466.69	64.50
40 - PROTECTION	137,690.00	6,004.02	0.00	107,983.36	29,706.64	78.42
50 - CEMETERIES	81,906.00	918.57	0.00	24,281.21	57,624.79	76.10
60 - Rds & Drain	630,085.00	30,763.30	0.00	501,714.19	128,370.81	79.63
65 - CAPITAL IMPR	140,131.00	0.00	0.00	18,544.43	121,586.57	13.23
70 - SOLID WASTE	296,016.00	18,858.48	0.00	200,316.49	95,699.51	67.67
75 - EDUCATION	3,442,351.00	286,862.58	0.00	2,868,625.84	573,725.16	83.33
80 - REGIONAL ORG	316,346.00	0.00	0.00	294,533.12	21,812.88	93.10
85 - DEBT SERVICE	346,302.00	0.00	0.00	346,250.01	51.99	99.98
90 - UNCLASSIFIED	63,938.00	0.00	0.00	54,125.27	9,812.73	84.65
95 - GENERAL ASST	4,710.00	197.75	0.00	285.95	4,424.05	6.07
Final Totals	6,009,269.00	384,280.35	821.92	4,877,815.35	1,131,453.65	81.17

# Exp / Rev Summary Report

ALL Departments

ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>10 GENERAL GOVT</b>					
<b>REVENUES</b>					
1011 R-PROP TAX	4,458,783.00	4,462,978.34	4,462,978.34	-4,195.34	100.09
1012 P-PROP TAX	37,855.00	37,854.96	37,854.96	0.04	100.00
1013 STATE REV SH	110,000.00	102,922.18	102,922.18	7,077.82	93.57
1014 INT ON TAXES	18,000.00	23,401.96	23,401.96	-5,401.96	130.01
1021 INVEST INC	2,500.00	3,894.93	3,894.93	-1,394.93	155.80
1031 VETERAN EXMP	3,200.00	3,607.00	3,607.00	-407.00	112.72
1032 HOMESTD EXMP	107,970.00	94,647.00	94,647.00	13,323.00	87.66
1033 TREE GROWTH	10,000.00	9,872.82	9,872.82	127.18	98.73
1034 BETE Reimb	8,848.00	8,886.00	8,886.00	-38.00	100.43
1040 Grants	0.00	2,735.97	2,735.97	-2,735.97	0.00
1051 BOAT EXCISE	7,500.00	3,195.80	3,195.80	4,304.20	42.61
1052 MOTOR VEH	460,000.00	428,824.23	428,824.23	31,175.77	93.22
1053 AGENT FEE	10,000.00	8,443.00	8,443.00	1,557.00	84.43
1054 NEWSLETTER	100.00	404.00	404.00	-304.00	404.00
1060 LICENSE FEES	0.00	40.00	40.00	-40.00	0.00
1065 CERT COPY F	1,250.00	1,077.80	1,077.80	172.20	86.22
1090 OTHER INCOME	2,500.00	5,001.16	5,001.16	-2,501.16	200.05
1095 Heating Asst	1,500.00	1,300.00	1,300.00	200.00	86.67
3010 PLUMBING FEE	4,000.00	6,863.25	6,863.25	-2,863.25	171.58
3020 LAND USE FEE	5,000.00	7,371.75	7,371.75	-2,371.75	147.44
5000 Use Undesign	230,000.00	0.00	0.00	230,000.00	0.00
5001 Use Carryfor	227,020.00	0.00	0.00	227,020.00	0.00
Revenue Total	5,706,026.00	5,213,322.15	5,213,322.15	492,703.85	91.37
<b>EXPENSES</b>					
<b>10 Admin</b>	<b>299,202.00</b>	<b>238,027.94</b>	<b>238,027.94</b>	<b>61,174.06</b>	<b>79.55</b>
10 ADMIN	34,350.00	26,507.91	26,507.91	7,842.09	77.17
15 INSURANCE	56,150.00	41,318.60	41,318.60	14,831.40	73.59
20 PERSONNEL	182,377.00	148,928.97	148,928.97	33,448.03	81.66
25 STIPEND	4,700.00	3,187.50	3,187.50	1,512.50	67.82
40 UTILITIES	4,700.00	4,696.05	4,696.05	3.95	99.92
50 CONTRACT SVC	15,725.00	11,526.26	11,526.26	4,198.74	73.30
60 EQUIP O,R &M	1,200.00	1,862.65	1,862.65	-662.65	155.22
<b>12 Insurance</b>	<b>38,606.00</b>	<b>25,518.72</b>	<b>25,518.72</b>	<b>13,087.28</b>	<b>66.10</b>
15 INSURANCE	38,606.00	25,518.72	25,518.72	13,087.28	66.10
<b>15 Office Equip</b>	<b>3,650.00</b>	<b>3,062.26</b>	<b>3,062.26</b>	<b>587.74</b>	<b>83.90</b>
10 ADMIN	350.00	233.75	233.75	116.25	66.79
60 EQUIP O,R &M	2,050.00	1,862.90	1,862.90	187.10	90.87
65 EQUIP REPLAC	1,250.00	965.61	965.61	284.39	77.25
<b>20 Assessing</b>	<b>22,000.00</b>	<b>19,655.91</b>	<b>19,655.91</b>	<b>2,344.09</b>	<b>89.35</b>
10 ADMIN	3,200.00	4,644.97	4,644.97	-1,444.97	145.16
15 INSURANCE	0.00	43.34	43.34	-43.34	0.00
20 PERSONNEL	0.00	1,260.35	1,260.35	-1,260.35	0.00
50 CONTRACT SVC	18,000.00	13,707.25	13,707.25	4,292.75	76.15
80 PUBLIC WAYS	800.00	0.00	0.00	800.00	0.00
<b>30 Code Enforce</b>	<b>29,472.00</b>	<b>26,296.03</b>	<b>26,296.03</b>	<b>3,175.97</b>	<b>89.22</b>
10 ADMIN	350.00	41.60	41.60	308.40	11.89
15 INSURANCE	920.00	663.62	663.62	256.38	72.13
20 PERSONNEL	28,202.00	25,590.81	25,590.81	2,611.19	90.74
<b>50 MUNI MAINT</b>	<b>72,541.00</b>	<b>61,164.98</b>	<b>61,164.98</b>	<b>11,376.02</b>	<b>84.32</b>
10 ADMIN	300.00	260.99	260.99	39.01	87.00

## Exp / Rev Summary Report

ALL Departments  
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>10 GENERAL GOVT CONT'D</b>					
15 INSURANCE	18,266.00	14,973.26	14,973.26	3,292.74	81.97
20 PERSONNEL	52,125.00	44,942.83	44,942.83	7,182.17	86.22
40 UTILITIES	300.00	250.00	250.00	50.00	83.33
50 CONTRACT SVC	0.00	54.00	54.00	-54.00	0.00
60 EQUIP O,R &M	1,000.00	266.43	266.43	733.57	26.64
65 EQUIP REPLAC	500.00	417.47	417.47	82.53	83.49
70 BUILDING O&M	50.00	0.00	0.00	50.00	0.00
<b>60 Grant/Plan</b>	<b>6,500.00</b>	<b>7,385.28</b>	<b>7,385.28</b>	<b>-885.28</b>	<b>113.62</b>
10 ADMIN	6,500.00	7,385.28	7,385.28	-885.28	113.62
<b>70 Heating Ast</b>	<b>1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>
40 UTILITIES	1,500.00	0.00	0.00	1,500.00	0.00
Expense Total	473,471.00	381,111.12	381,111.12	92,359.88	80.49
<b>Net Profit / (Loss)</b>	<b>5,232,555.00</b>	<b>4,832,211.03</b>	<b>4,832,211.03</b>	<b>(400,343.97)</b>	

## 15 BOARDS &amp; COM

## REVENUES

3015 Conservation	0.00	3,500.00	3,500.00	-3,500.00	0.00
3020 STATE PARK	0.00	555.71	555.71	-555.71	0.00
Revenue Total	0.00	4,055.71	4,055.71	-4,055.71	0.00

## EXPENSES

<b>10 Appeals Brd</b>	<b>410.00</b>	<b>401.82</b>	<b>401.82</b>	<b>8.18</b>	<b>98.00</b>
10 ADMIN	300.00	330.00	330.00	-30.00	110.00
20 PERSONNEL	110.00	71.82	71.82	38.18	65.29
<b>30 Consrv Comm</b>	<b>2,245.00</b>	<b>476.00</b>	<b>476.00</b>	<b>1,769.00</b>	<b>21.20</b>
10 ADMIN	750.00	1.86	1.86	748.14	0.25
40 UTILITIES	170.00	85.00	85.00	85.00	50.00
55 COMMUNITY SV	105.00	142.37	142.37	-37.37	135.59
80 PUBLIC WAYS	1,220.00	246.77	246.77	973.23	20.23
<b>40 Planning Brd</b>	<b>2,705.00</b>	<b>1,144.07</b>	<b>1,144.07</b>	<b>1,560.93</b>	<b>42.29</b>
10 ADMIN	1,250.00	620.92	620.92	629.08	49.67
15 INSURANCE	46.00	10.49	10.49	35.51	22.80
20 PERSONNEL	1,409.00	512.66	512.66	896.34	36.38
Expense Total	5,360.00	2,021.89	2,021.89	3,338.11	37.72
<b>Net Profit / (Loss)</b>	<b>(5,360.00)</b>	<b>2,033.82</b>	<b>2,033.82</b>	<b>7,393.82</b>	

## 20 TOWN BLDG

## EXPENSES

<b>10 Fire Station</b>	<b>9,800.00</b>	<b>9,514.37</b>	<b>9,514.37</b>	<b>285.63</b>	<b>97.09</b>
15 INSURANCE	24.00	21.13	21.13	2.87	88.04
20 PERSONNEL	296.00	221.57	221.57	74.43	74.85
40 UTILITIES	7,620.00	5,482.62	5,482.62	2,137.38	71.95
70 BUILDING O&M	1,860.00	3,789.05	3,789.05	-1,929.05	203.71
<b>20 Gile Hall</b>	<b>18,042.00</b>	<b>10,340.40</b>	<b>10,340.40</b>	<b>7,701.60</b>	<b>57.31</b>
15 INSURANCE	46.00	21.33	21.33	24.67	46.37
20 PERSONNEL	646.00	472.30	472.30	173.70	73.11
40 UTILITIES	10,500.00	5,357.72	5,357.72	5,142.28	51.03
70 BUILDING O&M	6,850.00	4,489.05	4,489.05	2,360.95	65.53



# Exp / Rev Summary Report

ALL Departments  
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>20 TOWN BLDG CONT'D</b>					
<b>30 Library</b>	<b>5,332.00</b>	<b>3,311.16</b>	<b>3,311.16</b>	<b>2,020.84</b>	<b>62.10</b>
10 ADMIN	50.00	0.00	0.00	50.00	0.00
15 INSURANCE	17.00	6.00	6.00	11.00	35.29
20 PERSONNEL	245.00	92.34	92.34	152.66	37.69
40 UTILITIES	3,620.00	1,806.03	1,806.03	1,813.97	49.89
70 BUILDING O&M	1,400.00	1,406.79	1,406.79	-6.79	100.49
<b>40 Maint Blding</b>	<b>1,500.00</b>	<b>42.84</b>	<b>42.84</b>	<b>1,457.16</b>	<b>2.86</b>
70 BUILDING O&M	1,500.00	42.84	42.84	1,457.16	2.86
Expense Total	34,674.00	23,208.77	23,208.77	11,465.23	66.93
<b>Net Profit / (Loss)</b>	<b>(34,674.00)</b>	<b>(23,208.77)</b>	<b>(23,208.77)</b>	<b>11,465.23</b>	
<b>25 COMM SERVICE</b>					
REVENUES					
1010 ACO DOG FEES	1,800.00	2,669.00	2,669.00	-869.00	148.28
3000 Age Friendly	0.00	6,000.00	6,000.00	-6,000.00	0.00
4005 LIB DONATION	650.00	3,520.94	3,520.94	-2,870.94	541.68
4010 LIB SALE PRD	1,000.00	1,549.44	1,549.44	-549.44	154.94
4015 LIB Contrib	375.00	502.75	502.75	-127.75	134.07
4020 Lib nonres P	50.00	87.50	87.50	-37.50	175.00
5010 CATV FRANCHS	26,000.00	27,479.95	27,479.95	-1,479.95	105.69
Revenue Total	29,875.00	41,809.58	41,809.58	-11,934.58	139.95
EXPENSES					
<b>10 Animal Cntrl</b>	<b>13,905.00</b>	<b>11,874.19</b>	<b>11,874.19</b>	<b>2,030.81</b>	<b>85.40</b>
10 ADMIN	325.00	450.91	450.91	-125.91	138.74
15 INSURANCE	1,585.00	210.66	210.66	1,374.34	13.29
20 PERSONNEL	4,705.00	6,331.78	6,331.78	-1,626.78	134.58
25 STIPEND	2,750.00	625.00	625.00	2,125.00	22.73
40 UTILITIES	240.00	125.00	125.00	115.00	52.08
50 CONTRACT SVC	4,250.00	4,130.84	4,130.84	119.16	97.20
60 EQUIP O,R &M	0.00	0.00	0.00	0.00	0.00
65 EQUIP REPLAC	50.00	0.00	0.00	50.00	0.00
<b>20 K Land Trust</b>	<b>250.00</b>	<b>250.00</b>	<b>250.00</b>	<b>0.00</b>	<b>100.00</b>
55 COMMUNITY SV	250.00	250.00	250.00	0.00	100.00
<b>25 KVCOG</b>	<b>4,325.00</b>	<b>4,325.00</b>	<b>4,325.00</b>	<b>0.00</b>	<b>100.00</b>
45 ASSESSMENTS	4,325.00	4,325.00	4,325.00	0.00	100.00
<b>30 Age Friendly</b>	<b>0.00</b>	<b>5,159.00</b>	<b>5,159.00</b>	<b>-5,159.00</b>	<b>0.00</b>
55 COMMUNITY SV	0.00	5,159.00	5,159.00	-5,159.00	0.00
<b>40 Library</b>	<b>26,956.00</b>	<b>23,334.33</b>	<b>23,334.33</b>	<b>3,621.67</b>	<b>86.56</b>
10 ADMIN	1,175.00	1,350.80	1,350.80	-175.80	114.96
15 INSURANCE	550.00	317.45	317.45	232.55	57.72
20 PERSONNEL	17,816.00	14,924.15	14,924.15	2,891.85	83.77
40 UTILITIES	1,315.00	1,087.48	1,087.48	227.52	82.70
55 COMMUNITY SV	6,100.00	5,654.45	5,654.45	445.55	92.70
<b>50 Readfield TV</b>	<b>7,435.00</b>	<b>2,499.21</b>	<b>2,499.21</b>	<b>4,935.79</b>	<b>33.61</b>
10 ADMIN	350.00	0.93	0.93	349.07	0.27
15 INSURANCE	140.00	76.14	76.14	63.86	54.39
20 PERSONNEL	1,195.00	172.14	172.14	1,022.86	14.41
25 STIPEND	3,000.00	2,250.00	2,250.00	750.00	75.00
65 EQUIP REPLAC	2,750.00	0.00	0.00	2,750.00	0.00

## Exp / Rev Summary Report

ALL Departments

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Account	Budget	Current Month	Year To Date	Balance	Percent
25 COMM SERVICE CONT'D					
60 Street Light	6,500.00	4,837.09	4,837.09	1,662.91	74.42
55 COMMUNITY SV	6,500.00	4,837.09	4,837.09	1,662.91	74.42
90 Maran Dam	250.00	0.00	0.00	250.00	0.00
10 ADMIN	250.00	0.00	0.00	250.00	0.00
Expense Total	59,621.00	52,278.82	52,278.82	7,342.18	87.69
Net Profit / (Loss)	(29,746.00)	(10,469.24)	(10,469.24)	19,276.76	

## 30 REC,PARKS/AT

## REVENUES

1010 BEACH INCOME	9,130.00	2,594.83	2,594.83	6,535.17	28.42
2021 RB BB	2,966.00	2,230.00	2,230.00	736.00	75.19
2022 RB SOCCER	2,100.00	1,800.00	1,800.00	300.00	85.71
2023 RB SWIMMING	900.00	0.00	0.00	900.00	0.00
2024 RB Basketbal	2,375.00	3,640.00	3,640.00	-1,265.00	153.26
2025 RB OTHER REC	600.00	35.00	35.00	565.00	5.83
2026 RB Softball	1,130.00	820.00	820.00	310.00	72.57
2027 RB Interloca	0.00	0.00	0.00	0.00	0.00
7010 Trails	0.00	50.00	50.00	-50.00	0.00
Revenue Total	19,201.00	11,169.83	11,169.83	8,031.17	58.17

## EXPENSES

10 BEACH	9,130.00	6,598.06	6,598.06	2,531.94	72.27
10 ADMIN	325.00	288.91	288.91	36.09	88.90
15 INSURANCE	485.00	339.28	339.28	145.72	69.95
20 PERSONNEL	7,235.00	4,775.29	4,775.29	2,459.71	66.00
40 UTILITIES	435.00	532.61	532.61	-97.61	122.44
60 EQUIP O,R &M	350.00	240.70	240.70	109.30	68.77
70 BUILDING O&M	300.00	421.27	421.27	-121.27	140.42
20 REC BOARD	10,071.00	4,166.23	4,166.23	5,904.77	41.37
10 ADMIN	0.00	4.65	4.65	-4.65	0.00
15 INSURANCE	0.00	9.35	9.35	-9.35	0.00
20 PERSONNEL	0.00	10.71	10.71	-10.71	0.00
30 RECREATION	10,071.00	4,141.52	4,141.52	5,929.48	41.12
25 HERITAGE DAY	5,000.00	5,000.00	5,000.00	0.00	100.00
10 ADMIN	5,000.00	5,000.00	5,000.00	0.00	100.00
60 Comm Park	0.00	0.00	0.00	0.00	0.00
15 INSURANCE	0.00	0.00	0.00	0.00	0.00
20 PERSONNEL	0.00	0.00	0.00	0.00	0.00
70 Trails	2,467.00	1,437.02	1,437.02	1,029.98	58.25
10 ADMIN	300.00	130.92	130.92	169.08	43.64
40 UTILITIES	180.00	170.00	170.00	10.00	94.44
60 EQUIP O,R &M	280.00	0.00	0.00	280.00	0.00
80 PUBLIC WAYS	1,707.00	1,136.10	1,136.10	570.90	66.56
Expense Total	26,668.00	17,201.31	17,201.31	9,466.69	64.50
Net Profit / (Loss)	(7,467.00)	(6,031.48)	(6,031.48)	1,435.52	

## 40 PROTECTION

## REVENUES

1010 FD DONATION	0.00	8,288.57	8,288.57	-8,288.57	0.00
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## Exp / Rev Summary Report

ALL Departments

ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>40 PROTECTION CONT'D</b>					
1025 Adm Asst-Reg	5,580.00	0.00	0.00	5,580.00	0.00
1035 FD Burn Perm	0.00	258.00	258.00	-258.00	0.00
3500 Tower Sites	0.00	2,600.00	2,600.00	-2,600.00	0.00
Revenue Total	5,580.00	11,146.57	11,146.57	-5,566.57	199.76
<b>EXPENSES</b>					
<b>10 FIRE DEPART</b>	<b>74,025.00</b>	<b>39,229.11</b>	<b>39,229.11</b>	<b>34,795.89</b>	<b>52.99</b>
10 ADMIN	1,225.00	1,203.49	1,203.49	21.51	98.24
15 INSURANCE	6,360.00	2,041.37	2,041.37	4,318.63	32.10
20 PERSONNEL	35,990.00	9,637.52	9,637.52	26,352.48	26.78
25 STIPEND	7,200.00	4,725.00	4,725.00	2,475.00	65.63
40 UTILITIES	450.00	432.82	432.82	17.18	96.18
50 CONTRACT SVC	3,800.00	4,013.84	4,013.84	-213.84	105.63
60 EQUIP O,R &M	15,500.00	15,469.07	15,469.07	30.93	99.80
65 EQUIP REPLAC	3,500.00	1,706.00	1,706.00	1,794.00	48.74
<b>15 FIRE EQUIP</b>	<b>8,000.00</b>	<b>14,424.21</b>	<b>14,424.21</b>	<b>-6,424.21</b>	<b>180.30</b>
65 EQUIP REPLAC	8,000.00	14,424.21	14,424.21	-6,424.21	180.30
<b>20 AMBULANCE</b>	<b>22,300.00</b>	<b>23,382.00</b>	<b>23,382.00</b>	<b>-1,082.00</b>	<b>104.85</b>
55 COMMUNITY SV	22,300.00	23,382.00	23,382.00	-1,082.00	104.85
<b>30 WATER HOLES</b>	<b>500.00</b>	<b>1,455.17</b>	<b>1,455.17</b>	<b>-955.17</b>	<b>291.03</b>
55 COMMUNITY SV	500.00	1,455.17	1,455.17	-955.17	291.03
<b>35 Tower Sites</b>	<b>2,000.00</b>	<b>2,333.51</b>	<b>2,333.51</b>	<b>-333.51</b>	<b>116.68</b>
40 UTILITIES	750.00	622.31	622.31	127.69	82.97
50 CONTRACT SVC	750.00	1,711.20	1,711.20	-961.20	228.16
60 EQUIP O,R &M	500.00	0.00	0.00	500.00	0.00
<b>40 Dispatching</b>	<b>28,740.00</b>	<b>25,479.12</b>	<b>25,479.12</b>	<b>3,260.88</b>	<b>88.65</b>
50 CONTRACT SVC	28,740.00	25,479.12	25,479.12	3,260.88	88.65
<b>50 Physicals</b>	<b>125.00</b>	<b>0.00</b>	<b>0.00</b>	<b>125.00</b>	<b>0.00</b>
10 ADMIN	125.00	0.00	0.00	125.00	0.00
<b>60 PPG Replace</b>	<b>2,000.00</b>	<b>1,841.00</b>	<b>1,841.00</b>	<b>159.00</b>	<b>92.05</b>
60 EQUIP O,R &M	2,000.00	1,841.00	1,841.00	159.00	92.05
Expense Total	137,690.00	108,144.12	108,144.12	29,545.88	78.54
<b>Net Profit / (Loss)</b>	<b>(132,110.00)</b>	<b>(96,997.55)</b>	<b>(96,997.55)</b>	<b>35,112.45</b>	

## 50 CEMETERIES

## REVENUES

5020 Donations	0.00	70.63	70.63	-70.63	0.00
Revenue Total	0.00	70.63	70.63	-70.63	0.00

## EXPENSES

<b>10 CEMETERIES</b>	<b>31,906.00</b>	<b>24,385.12</b>	<b>24,385.12</b>	<b>7,520.88</b>	<b>76.43</b>
10 ADMIN	250.00	193.87	193.87	56.13	77.55
15 INSURANCE	2,766.00	988.14	988.14	1,777.86	35.72
20 PERSONNEL	14,075.00	13,999.31	13,999.31	75.69	99.46
25 STIPEND	2,250.00	1,687.50	1,687.50	562.50	75.00
40 UTILITIES	240.00	150.00	150.00	90.00	62.50
50 CONTRACT SVC	8,550.00	4,730.00	4,730.00	3,820.00	55.32
55 COMMUNITY SV	350.00	0.00	0.00	350.00	0.00
60 EQUIP O,R &M	2,200.00	2,583.17	2,583.17	-383.17	117.42

# Exp / Rev Summary Report

ALL Departments  
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Account	Budget	Current Month	Year To Date	Balance	Percent
<b>50 CEMETERIES CONT'D</b>					
65 EQUIP REPLAC	400.00	47.46	47.46	352.54	11.87
70 BUILDING O&M	725.00	0.00	0.00	725.00	0.00
80 PUBLIC WAYS	100.00	5.67	5.67	94.33	5.67
Expense Total	31,906.00	24,385.12	24,385.12	7,520.88	76.43
<b>Net Profit / (Loss)</b>	<b>(31,906.00)</b>	<b>(24,314.49)</b>	<b>(24,314.49)</b>	<b>7,591.51</b>	

## 60 Rds & Drain

### REVENUES

2010 LOCAL ROAD	35,000.00	35,360.00	35,360.00	-360.00	101.03
2020 HIGHWAY INC	0.00	91.56	91.56	-91.56	0.00
2030 SIGNS	0.00	0.00	0.00	0.00	0.00
6040 Sale of Equi	0.00	6,555.55	6,555.55	-6,555.55	0.00
7010 Interlocal	6,435.00	2,247.50	2,247.50	4,187.50	34.93
Revenue Total	41,435.00	44,254.61	44,254.61	-2,819.61	106.80

### EXPENSES

<b>10 Road Maint</b>	<b>331,050.00</b>	<b>258,328.78</b>	<b>258,328.78</b>	<b>72,721.22</b>	<b>78.03</b>
10 ADMIN	450.00	23.43	23.43	426.57	5.21
50 CONTRACT SVC	500.00	0.00	0.00	500.00	0.00
80 PUBLIC WAYS	330,100.00	258,305.35	258,305.35	71,794.65	78.25
<b>40 Winter Maint</b>	<b>261,100.00</b>	<b>250,068.73</b>	<b>250,068.73</b>	<b>11,031.27</b>	<b>95.78</b>
10 ADMIN	200.00	0.00	0.00	200.00	0.00
40 UTILITIES	400.00	549.14	549.14	-149.14	137.29
70 BUILDING O&M	500.00	0.00	0.00	500.00	0.00
80 PUBLIC WAYS	260,000.00	249,519.59	249,519.59	10,480.41	95.97
<b>60 Vehicle Mnt</b>	<b>31,500.00</b>	<b>15,735.10</b>	<b>15,735.10</b>	<b>15,764.90</b>	<b>49.95</b>
10 ADMIN	0.00	4.50	4.50	-4.50	0.00
60 EQUIP O,R &M	31,500.00	15,726.62	15,726.62	15,773.38	49.93
80 PUBLIC WAYS	0.00	3.98	3.98	-3.98	0.00
<b>70 Interlocal</b>	<b>6,435.00</b>	<b>1,571.65</b>	<b>1,571.65</b>	<b>4,863.35</b>	<b>24.42</b>
15 INSURANCE	235.00	0.00	0.00	235.00	0.00
20 PERSONNEL	2,000.00	0.00	0.00	2,000.00	0.00
60 EQUIP O,R &M	0.00	1,571.65	1,571.65	-1,571.65	0.00
80 PUBLIC WAYS	4,200.00	0.00	0.00	4,200.00	0.00
Expense Total	630,085.00	525,704.26	525,704.26	104,380.74	83.43
<b>Net Profit / (Loss)</b>	<b>(588,650.00)</b>	<b>(481,449.65)</b>	<b>(481,449.65)</b>	<b>107,200.35</b>	

## 65 CAPITAL IMPR

### REVENUES

6525 Ballfields	0.00	7.00	7.00	-7.00	0.00
Revenue Total	0.00	7.00	7.00	-7.00	0.00

### EXPENSES

<b>25 Parks/Rec</b>	<b>7,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,200.00</b>	<b>0.00</b>
80 PUBLIC WAYS	7,200.00	0.00	0.00	7,200.00	0.00
<b>65 Equipment</b>	<b>7,956.00</b>	<b>2,955.84</b>	<b>2,955.84</b>	<b>5,000.16</b>	<b>37.15</b>
65 EQUIP REPLAC	7,956.00	2,955.84	2,955.84	5,000.16	37.15
<b>70 Transfer Sta</b>	<b>60,000.00</b>	<b>6,934.00</b>	<b>6,934.00</b>	<b>53,066.00</b>	<b>11.56</b>
65 EQUIP REPLAC	60,000.00	4,900.00	4,900.00	55,100.00	8.17

## Exp / Rev Summary Report

ALL Departments  
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
65 CAPITAL IMPR CONT'D					
80 PUBLIC WAYS	0.00	2,034.00	2,034.00	-2,034.00	0.00
<b>90 Maran Dam</b>	<b>64,975.00</b>	<b>19,314.59</b>	<b>19,314.59</b>	<b>45,660.41</b>	<b>29.73</b>
70 BUILDING O&M	64,975.00	0.00	0.00	64,975.00	0.00
80 PUBLIC WAYS	0.00	19,314.59	19,314.59	-19,314.59	0.00
Expense Total	140,131.00	29,204.43	29,204.43	110,926.57	20.84
<b>Net Profit / (Loss)</b>	<b>(140,131.00)</b>	<b>(29,197.43)</b>	<b>(29,197.43)</b>	<b>110,933.57</b>	

## 70 SOLID WASTE

## REVENUES

7010 TS FEES	63,000.00	28,538.50	28,538.50	34,461.50	45.30
7020 TS REDEMPT	1,400.00	185.15	185.15	1,214.85	13.23
7023 TS RECYC MTL	9,000.00	5,465.70	5,465.70	3,534.30	60.73
7025 TS RECYC OTH	1,500.00	80.00	80.00	1,420.00	5.33
7026 TS Single So	0.00	1,590.94	1,590.94	-1,590.94	0.00
7030 TS BACKHOE	0.00	5,676.63	5,676.63	-5,676.63	0.00
7040 Com Haulers	300.00	1,031.25	1,031.25	-731.25	343.75
7050 TS GRANTS	0.00	7.00	7.00	-7.00	0.00
7089 TS Fayette	0.00	25,300.22	25,300.22	-25,300.22	0.00
7090 TS REV-WAYNE	108,108.00	85,904.88	85,904.88	22,203.12	79.46
Revenue Total	183,308.00	153,780.27	153,780.27	29,527.73	83.89

## EXPENSES

<b>10 TRANSFER STA</b>	<b>291,416.00</b>	<b>200,941.59</b>	<b>200,941.59</b>	<b>90,474.41</b>	<b>68.95</b>
10 ADMIN	2,350.00	2,553.85	2,553.85	-203.85	108.67
15 INSURANCE	32,525.00	23,748.65	23,748.65	8,776.35	73.02
20 PERSONNEL	75,241.00	63,273.78	63,273.78	11,967.22	84.09
40 UTILITIES	4,200.00	3,370.78	3,370.78	829.22	80.26
50 CONTRACT SVC	173,200.00	99,594.55	99,594.55	73,605.45	57.50
60 EQUIP O,R &M	1,700.00	2,418.71	2,418.71	-718.71	142.28
70 BUILDING O&M	750.00	798.99	798.99	-48.99	106.53
80 PUBLIC WAYS	1,450.00	5,182.28	5,182.28	-3,732.28	357.40
<b>50 BACKHOE</b>	<b>4,600.00</b>	<b>5,112.06</b>	<b>5,112.06</b>	<b>-512.06</b>	<b>111.13</b>
60 EQUIP O,R &M	4,600.00	5,112.06	5,112.06	-512.06	111.13
Expense Total	296,016.00	206,053.65	206,053.65	89,962.35	69.61
<b>Net Profit / (Loss)</b>	<b>(112,708.00)</b>	<b>(52,273.38)</b>	<b>(52,273.38)</b>	<b>60,434.62</b>	

## 75 EDUCATION

## EXPENSES

<b>10 RSU#38</b>	<b>3,442,351.00</b>	<b>3,155,488.42</b>	<b>3,155,488.42</b>	<b>286,862.58</b>	<b>91.67</b>
45 ASSESSMENTS	3,442,351.00	3,155,488.42	3,155,488.42	286,862.58	91.67
Expense Total	3,442,351.00	3,155,488.42	3,155,488.42	286,862.58	91.67
<b>Net Profit / (Loss)</b>	<b>(3,442,351.00)</b>	<b>(3,155,488.42)</b>	<b>(3,155,488.42)</b>	<b>286,862.58</b>	

## 80 REGIONAL ORG

## EXPENSES

<b>10 COBBOSSEE WD</b>	<b>20,816.00</b>	<b>20,812.00</b>	<b>20,812.00</b>	<b>4.00</b>	<b>99.98</b>
45 ASSESSMENTS	20,816.00	20,812.00	20,812.00	4.00	99.98
<b>20 KENNEBEC CTY</b>	<b>270,400.00</b>	<b>261,281.06</b>	<b>261,281.06</b>	<b>9,118.94</b>	<b>96.63</b>
45 ASSESSMENTS	270,400.00	261,281.06	261,281.06	9,118.94	96.63

# Exp / Rev Summary Report

ALL Departments  
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>80 REGIONAL ORG CONT'D</b>					
<b>40 First Park</b>	<b>25,130.00</b>	<b>12,440.06</b>	<b>12,440.06</b>	<b>12,689.94</b>	<b>49.50</b>
12 FINANCIAL	25,130.00	12,440.06	12,440.06	12,689.94	49.50
Expense Total	316,346.00	294,533.12	294,533.12	21,812.88	93.10
<b>Net Profit / (Loss)</b>	<b>(316,346.00)</b>	<b>(294,533.12)</b>	<b>(294,533.12)</b>	<b>21,812.88</b>	

## 85 DEBT SERVICE

### EXPENSES

<b>10 Fire Truck</b>	<b>68,634.00</b>	<b>68,073.24</b>	<b>68,073.24</b>	<b>560.76</b>	<b>99.18</b>
10 ADMIN	0.00	3,270.70	3,270.70	-3,270.70	0.00
12 FINANCIAL	68,634.00	64,802.54	64,802.54	3,831.46	94.42
<b>25 '13 Road Bnd</b>	<b>109,118.00</b>	<b>109,116.65</b>	<b>109,116.65</b>	<b>1.35</b>	<b>100.00</b>
12 FINANCIAL	109,118.00	109,116.65	109,116.65	1.35	100.00
<b>70 '08 Road Bnd</b>	<b>168,550.00</b>	<b>169,060.12</b>	<b>169,060.12</b>	<b>-510.12</b>	<b>100.30</b>
12 FINANCIAL	168,550.00	169,060.12	169,060.12	-510.12	100.30
Expense Total	346,302.00	346,250.01	346,250.01	51.99	99.98
<b>Net Profit / (Loss)</b>	<b>(346,302.00)</b>	<b>(346,250.01)</b>	<b>(346,250.01)</b>	<b>51.99</b>	

## 90 UNCLASSIFIED

### REVENUES

1250 First Park	10,000.00	0.00	0.00	10,000.00	0.00
3010 Snowmobile F	1,489.00	940.04	940.04	548.96	63.13
4010 REF	10,000.00	27,500.18	27,500.18	-17,500.18	275.00
Revenue Total	21,489.00	28,440.22	28,440.22	-6,951.22	132.35

### EXPENSES

<b>10 Abate/Overly</b>	<b>15,617.00</b>	<b>41,804.27</b>	<b>41,804.27</b>	<b>-26,187.27</b>	<b>267.68</b>
90 ABATEMENTS	15,617.00	41,804.27	41,804.27	-26,187.27	267.68
<b>20 NON-PROFIT</b>	<b>6,832.00</b>	<b>5,832.00</b>	<b>5,832.00</b>	<b>1,000.00</b>	<b>85.36</b>
10 ADMIN	6,832.00	5,832.00	5,832.00	1,000.00	85.36
<b>40 Contingency</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.00</b>
10 ADMIN	25,000.00	0.00	0.00	25,000.00	0.00
<b>50 Snowmobiling</b>	<b>1,489.00</b>	<b>1,489.00</b>	<b>1,489.00</b>	<b>0.00</b>	<b>100.00</b>
30 RECREATION	1,489.00	1,489.00	1,489.00	0.00	100.00
<b>60 R Ent Fund</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>
10 ADMIN	10,000.00	0.00	0.00	10,000.00	0.00
<b>90 Revaluation</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>100.00</b>
50 CONTRACT SVC	5,000.00	5,000.00	5,000.00	0.00	100.00
Expense Total	63,938.00	54,125.27	54,125.27	9,812.73	84.65
<b>Net Profit / (Loss)</b>	<b>(42,449.00)</b>	<b>(25,685.05)</b>	<b>(25,685.05)</b>	<b>16,763.95</b>	

## 95 GENERAL ASST

### REVENUES

1010 GA ST REIMB	2,355.00	0.00	0.00	2,355.00	0.00
Revenue Total	2,355.00	0.00	0.00	2,355.00	0.00

### EXPENSES

<b>10 GENERAL ASST</b>	<b>4,710.00</b>	<b>285.95</b>	<b>285.95</b>	<b>4,424.05</b>	<b>6.07</b>
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**Exp / Rev Summary Report**  
ALL Departments  
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
95 GENERAL ASST CONT'D					
10 ADMIN	1,210.00	197.75	197.75	1,012.25	16.34
40 UTILITIES	3,500.00	88.20	88.20	3,411.80	2.52
Expense Total	4,710.00	285.95	285.95	4,424.05	6.07
Net Profit / (Loss)	(2,355.00)	(285.95)	(285.95)	2,069.05	

## Readfield Trails Committee Minutes

March 28, 2017

Present: Rob Peale, Nancy Buker, Jeanne Harris, Bob Harris, Romaine Turyn, Ken Clark, Greg Durgin, Holly Rahmlow, Becky Walsh

Visitors: Tom Danielson, Bob Mohlar from Conservation Commission, Jean-Luc Theriault from Kennebec Land Trust

Excused: Gary Keilty, Ann Keilty

The meeting was called to order at 6:30 p.m. and began with a presentation from the Kennebec Land Trust.

Rob introduced Jean-Luc Theriault, KLT Stewardship Director, who talked about the need for work on the trails in the newly acquired former Saunders Manufacturing land.

His plan is to start with loop trail, which crosses with the snowmobile trail that Kirk Gettig currently grooms, and eventually connect to the Readfield trails.

Romaine questioned options for loop trail. Parking is limited but available.

Rob asked about a connection to McDonald woods. Nancy said snowmobile trail was discontinued because of land ownership issues in Wayne.

Other options for trail connections were discussed.

Jean-Luc said there won't be any motorized access, such as ATVs, but tractors and such can be used in construction.

Greg asked a question for Eric about possible tax repercussions. Jean-Luc said KLT would be paying taxes at the lower open-space rate.

Nancy asked if KLT owns anything on the other side of Nickerson Hill. Jean-Luc said no, that the corporation still owns it.

Nancy asked about a route around some slash. Jean-Luc said the trail had been altered to go around that.

Nancy asked about the snowmobile trails, which are seasonal. Other times of the year those trails are inaccessible.



Some discussion about the trail conditions, the overlap of snowmobile and hiking trails, and existing bridges.

Jean-Luc said that his map is very much a planning map.

Some discussion of signage. Jean-Luc said that isn't in their budget, but he's open to it.

Greg asked for some history of how this property came to be donated. Jean-Luc said the family had no one who wanted to keep it and decided to give it away when they sold Saunders Manufacturing. It was logged heavily before the donation. The family did retain one lot, which will require some workarounds.

(Note from secretary: According to an online news article, John Rosmarin said he didn't think the 342 acres abutting the factory wouldn't add much to the value of the sale of the factory to a Chicago holding company and thus decided to give the land away for recreation. The donated land will be known as the Rosmarin and Saunders Family Forest. A formal dedication ceremony will be held in 2017.)

KLT will allow hunting on this property.

Greg told Jean-Luc that he wasn't sure if the Trails Committee could take on this project right away because it currently has 2.5 projects. Jean Luc said that is fine; he's not sure if the project will be tackled this summer or later.

Bob Mohlar offered a little more history on this land.

Nancy read minutes from the February meeting, which were approved after Romaine moved, both Harrisese seconded simultaneously.

Jeanne announced that the Trails budget balance remains the same at \$1,029.98.

Greg noted that the ad hoc Parks Commission seeks two members from Trails. Discussion about the purpose and intent of committee. Ken noted that it might help coordinate the different committees and aid in communication.

Rob volunteered first, then Greg after some discussion of his dual roles as a member of Conservation as well as Trails.

Ken led a discussion on the strategic goals for the Trails Committee. Mentioned that it might be a good idea to have a PR person to promote what we're doing. Possibly a calendar of events should be published, too.

Robin put some information on the website but was unable to get the Facebook link to work.

There was discussion about the volunteer list and keeping it active and sharing it with other committees. Ken is going to get the list from Gary/Ann and update it, making sure people still want to be on it. We will need volunteers, including for the Mill Stream project.

Ken said another goal is improving the connections between the school and the committee. An honors class at the school follows a piece of land and its flora and fauna for an entire year, so those students could be helpful.

Ken mentioned that Dale Potter Clark might be helpful in leading trail walks and talks.

Some ideas for activities and possible improvements for the trails were discussed, such as benches and tables or events.

Romaine asked what the 2.5 trails that Greg had referred to are. They include trails on the water district property across from the fairgrounds, connection from MacDougal to upper trail and the esker trail at the Transfer Station.

Ken noted that we have met many of our short-term goals or made progress on them. Suggested we might want to be in the lead on plans for coming trails rather than by being wagged by other groups or Select Board. Greg suggested that each of us come back next month with an idea for the five-year term.

Greg is going to check with Milt and Gary on status of Carlton Pond project.

Rob addressed Esker Trail, said nothing much has happened since last month, but he has talked to most of the landowners but one. He asked for the template for the trails agreement so he can show it to landowners with potential access. Group discussed some of the different landowners along the trail and how those rights would affect the trail.

Greg provided the source for the town guidelines for dealing with landowners. Ken said he'd send Rob the file with the agreement to be filled out by the landowner and town.

Romaine said she hadn't been able to attend some committee meetings so Bob and Jeanne gave an update on the Historical Society's plans. They said that the committee had given up on the idea of the home and garden tour but would do a walk with the Age Friendly Committee, possibly focusing on the Civil War.

The Age Friendly Committee is one of the many groups supporting the sidewalk extension from the flashing light to the cemetery. Funds have been allocated for seed money to apply for a grant.

Kents Hill work day is April 13, but the weather isn't looking good for trail work, so we might just do some grooming. Volunteers are needed.

Bob said that there is going to be an international supper at the high school to raise money for the Union Meeting House from 5 to 7 p.m. April 22. Cost is \$15.

Greg moved the meeting adjourn; Bob seconded. Passed unanimously.

Minutes prepared and submitted by Holly Rahmlow

## 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.

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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

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**APPOINTMENTS,**  
**REAPPOINTMENTS, &**  
**RESIGNATIONS**

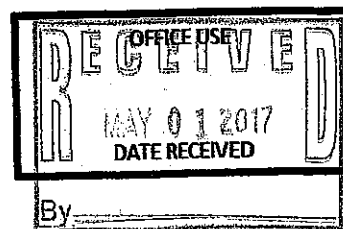


Board and Committee members: If your term is expiring on 6/30/2017 and you would like to be considered for re-appointment you will need to re-apply for your position by May 31st according to the Town's Procedures for Appointment and Reappointment Policy adopted June 2016. First time applicants may use this application as well.

Readfield Select Board  
May 15, 2017  
Item # 17-185

## 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 Comm.

Term:

1 6/30-18  
year

Do you have previous experience on this board or committee?

☐ Yes ☒ No

Name: Greg Durgin

Phone (H): 685-4481

Street address: 104 Winthrop Rd.

Phone (C): —

Mailing address: P.O. Box 242 Readfield ME 04355

E-Mail: durgie@roadrunner.com

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

I have served on several committees in town. I strongly believe in volunteering. I will bring perspective to this group as a representative from The Trails Committee.

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

As a member of the Trails Committee I am anxious to help set procedures and policies for our beautiful town properties.

If you are currently employed, what is your position?

substitute teacher

## APPLICATION FOR APPOINTMENT FOR:

Name: Grey Durgin Position: Parks Commission Term: 6-30-18

"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: Grey DurginDate: 5/1/17

## 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 Grey Durgin 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          2017.

Bruce BourgoineThomas DunhamJohn ParentChristine SammonsKathryn Mills Woodsum

## CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?



Yes



No

If yes, what date:

Board and Committee members: If your term is expiring on 6/30/2017 and you would like to be considered for re-appointment you will need to re-apply for your position by May 31st according to the Town's Procedures for Appointment and Reappointment Policy adopted June 2016. First time applicants may use this application as well.

Readfield Select Board  
May 15, 2017  
Item # 17-186

## TOWN OF READFIELD

### APPOINTMENT APPLICATION

RECEIVED
OFFICE USE
MAY 01 2017
DATE RECEIVED
By _____

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?

Heritage Days Comm.

Term:

8-31-17  
1 yr

Do you have previous experience on this board or committee?

☐ Yes

☒ No

Name: Greg Durgin

Phone (H): 685-4481

Street address: 104 Winthrop Rd

Phone (C): ✓

Mailing address: PO Box 242 Readfield ME 04355

E-Mail: durgie@roadrunner.com

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

I have served on several boards + committees  
since moving to Readfield in 1976.

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

I believe Heritage Days provides an opportunity  
for our residents to come together and celebrate  
our great town.

If you are currently employed, what is your position?

partially retired - substitute teacher

## APPLICATION FOR APPOINTMENT FOR:

Name: Grey Durgin Position: Heritage Days Term: 1 yr 8-31-17

"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: Grey Durgin Date: 5/11/17

## 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 Grey Durgin of Readfield, in the County of Kennebec and State of Maine: There being a position on the Heritage Days 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 8-31-17. Given under our hand this            day of            2017.

\_\_\_\_\_  
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

Readfield Select Board  
May 15, 2017  
Item # 17-187

# TOWN OF READFIELD

## APPOINTMENT APPLICATION

OFFICE USE

DATE RECEIVED

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

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?

Age Friendly Community Com.

Term:

6-30-2019

Do you have previous experience on this board or committee?



Yes



No

Name: John Moran

Phone (H): 1-85-0050

Street address: 8 Harmony Hills

Phone (C):

Mailing address: Readfield, ME 04355

E-Mail:

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

Served on select board - two terms  
member of planning board - member of school board - served  
on Cemetery Comm. - member of Town Office renovation Comm.  
on Active member of Maple Lake Committee

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

Served on this committee since its inception and have  
serious potential to improve lives of seniors a group  
under represented on committees/boards. This age group has made a lifelong  
contribution making our community what it is today - a small

If you are currently employed, what is your position?

growing, vital part of Kennebec County

## APPLICATION FOR APPOINTMENT FOR:

Name: John Moran Position: Age Friendly Com. Term: 6-30-2019

"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: John Moran

Date: Apr 21-17

### CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

Was this position advertised? ☐ Yes ☒ No If no, please explain: re-appointment from Adhoc Com.

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

Confirmed meeting date: \_\_\_\_\_, 20\_\_\_\_

### SELECT BOARD APPROVAL

To John Moran of Readfield, in the County of Kennebec and State of Maine: There being a position on the Age Friendly Community 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 6-30-2019. 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:

**Eric Dyer**

---

**From:** Darcy Whittemore <darcywhittemore@gmail.com>  
**Sent:** Monday, May 01, 2017 6:26 PM  
**To:** selectboard.td@ne.twcbc.com  
**Cc:** Eric Dyer; bfraco@gmail.com  
**Subject:** SWRC

Dear Tom,

I am writing to let you know that I have decided to step away from the SWRC, effective June 1, 2017. I have enjoyed my many years on the committee, both working with the other committee members and the towns of Readfield and Wayne. It is an exciting prospect that Fayette will join the Transfer Station. I hope someone with new and fresh ideas will want to serve for the town of Readfield.

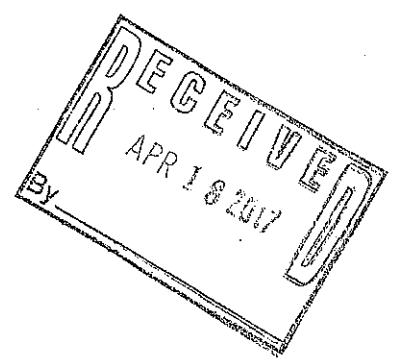
best wishes to you and the SWRC,

Darcy Whittemore

# **UNFINISHED BUSINESS**



Readfield Select Board  
May 15, 2017  
Item # 17-168



# Home Inspection Report

1111 Main Street  
Readfield Maine 04355



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

**Norwood Home Inspections LLC**

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

Email: [norwoodhomeinspections@gmail.com](mailto:norwoodhomeinspections@gmail.com)

Web: [www.norwoodhomeinspections.com](http://www.norwoodhomeinspections.com)

# Comparative Market Analysis

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This opinion or appraisal was prepared solely for the client, for the purpose and function stated in this report and is not intended for subsequent use. It was not prepared by a licensed or certified appraiser and may not comply with the appraisal standards of the uniform standards of professional appraisal practice.



Researched and prepared by  
**Les Priest - Broker**

Prepared exclusively for  
**Eric Dyer - Town of Readfield**

Prepared on  
March 25, 2017

Subject Property  
1111 Main Street  
Readfield, Maine  
04355

## **Les Priest - Broker**

Better Homes & Gardens Real Estate/The Masiello Group  
10 Mulliken Ct  
Augusta, ME 04330  
207-215-7349  
Les@lespriest.com  
www.lespriest.com



# **NEW BUSINESS**



Readfield Select Board  
May 15, 2017  
Item # 17-189

**DRAFT**

## **TOWN OF READFIELD**

**8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355**

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

**Email: Readfield@roadrunner.com**

May 15, 2017

Dave Allen  
Region II Traffic Engineer  
Maine Department of Transportation  
98 State House Station  
Augusta, ME 04333

Dear Mr. Allen,

On behalf of the Select Board and residents of the Town of Readfield I respectfully request that traffic studies be conducted on the following public roads:

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

I understand that it may take several months to complete the review. Please let me know if there is anything that my office can do to facilitate your work.

Thank you for your consideration of this request and we look forward to your findings.

Sincerely,

Eric Dyer, Road Commissioner  
Town of Readfield

## MAINE LOCAL ROADS CENTER

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[How MaineDOT Establishes Maine Speed Limits.](#)
[Home](#) > [Technical Subjects](#) > [Drainage and Erosion Control](#) > **Laws Affecting Roads Around Waterbodies**

## How are Speed Limits Set?

### Watch the 11 minute video entitled "Establishing Speed Limits in Maine"

- [Establishing Speed Limits Video](#) (Offsite)

When establishing a speed limit, the main premise is that most drivers are prudent and will voluntarily comply with a reasonable speed limit. To determine what is reasonable, engineers measure drivers' speed on a section of roadway, the speed at which 85% of drivers are at or below is the standard for determining a speed limit. A properly set speed limit will be within 3 miles per hour ( $\pm$ ) of this observed speed. The posted speed limit will then be rounded to the nearest 5 miles per hour.

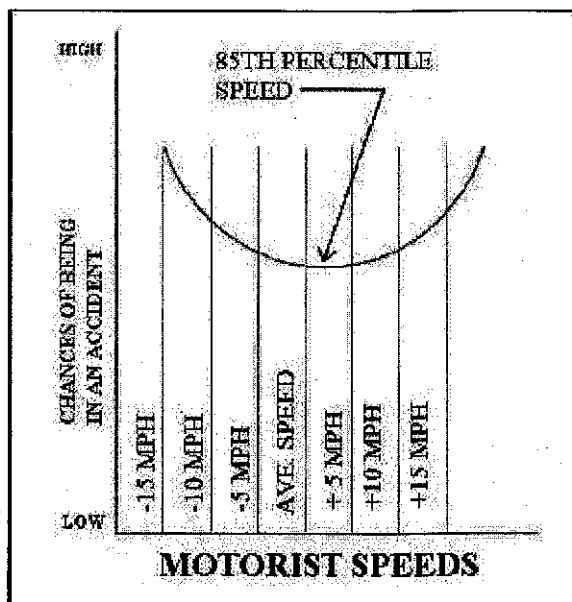
**Research has shown that the 85th percentile speed is the speed where accident involvement is the lowest. Reducing the speed limit below what is warranted can actually be detrimental to safety.**

Measurements to determine the 85th percentile value are made under free flowing and ideal traffic conditions. This means that if speeds are measured on any section of road, 85% of the motorists will be driving at or below the 85th percentile speed.

Speed zoning is based upon several fundamental concepts deeply rooted in our American system of government and law:

- Driving behavior is an extension of social attitude, and the majority of drivers respond in a safe and reasonable manner as demonstrated by their consistently favorable driving records.
- The normally careful and competent actions of a reasonable person should be considered legal.
- Laws are established for the protection of the public and the regulation of unreasonable behavior on the part of individuals.
- Laws cannot be effectively enforced without the consent and voluntary compliance of the public majority.

In Maine, State law (29-A § 2073 §-1 and 2075, §-3) authorizes the MaineDOT, with the approval of the Chief of the State Police, as the only legal entity to create or change a speed limit on a public way which includes State and State Aid Highways and townways. On September 21, 2001, the law changed to allow certain "qualifying municipalities" to have the full responsibility and authority for setting speed limits on local roads..... If they choose that option. A "qualifying municipality" is one that (1) has a population over 2,500 as measured by the last US Census, or (2) employs a Professional Engineer (PE) licensed in Maine. Qualifying roads are ONLY townways which are federally classified as "local" roads.



If a town creates or changes a speed limit or simply erects speed limit signs without going through the proper process, there is no legal authority to the change and it is unenforceable.

Except when conditions or other regulations require a lower speed, the following are maximum rates of speed, especially if signs are not posted:

- 15 m.p.h. in a school zone at specific times of the day,
- 25 m.p.h. in a business or residential area or built up portion, unless otherwise posted.
- 45 m.p.h. on all other public ways, unless otherwise posted.
- However, the noted 25 and 45 mph limits are usually unenforceable if they do not have MaineDOT approval

A "school zone" was also redefined in 2001 through LD 843 which became Public Law 2001, Chapter 145 and became effective on May 14, 2001. A "School zone" "means the portion of the public highway abutting improved school property or 300 feet on either side of a school entrance, whichever is greater."

" Improved school property" now is defined as "the developed portion of school property including driveways, parking lots, playgrounds, athletic fields or school buildings."

If there are roads in your town under MaineDOT jurisdiction and you feel the need to create or change a speed limit, a municipal official must request the change in writing to your local MaineDOT Regional Traffic Engineer. A field study will be made and then a recommended speed will be forwarded to the MaineDOT Commissioner and the State Police. Then the town will be notified of the speed limit and be responsible for erecting the standard and minimum 24" x 30" black-on-white signs in the proper locations if the change is on a town way. If the change is on a State road, then the MaineDOT will make the signing changes.

#### **List of Regional Traffic Engineers:**

MaineDOT Region	Location	Traffic Engineer	Telephone Number
Region 1	Scarborough	Tim Soucie	207-885-7041
Region 2	Augusta	Dave Allen	207-624-8200
Region 3	Dixfield	Vacant	207-562-4228
Region 4	Bangor	Bruce Mattson	207-941-4500
Region 5	Presque Isle	Ray DeMerchant	207-764-2060

During the field study, there are several factors that engineers use to determine an acceptable speed limit. In fact, if your town is a "qualifying town" and chooses to set local speed limits, local officials should be studying the same factors.

- geometric design of the road,
- public and private access points,
- the number of intersections,
- the number of roadside businesses,
- observed travel speeds of traffic,
- the 85th percentile of the observed speed ranges,
- total accidents in a 3 year time frame,
- accidents just from driveways and intersections within a 3 year period,
- a series of test runs on that section of road driving a certain speed evaluating safety and drivability.

There are two types of speed limits: one is "regulatory" and the other is "advisory". A regulatory speed limit is set by MaineDOT and printed black on a white background. The minimum size of regulatory speed limit signs is 24 X 30 inches. Also, regulatory speed limit signs shall be in increments of 5 M.P.H. A special regulatory speed sign that drivers need to be aware of is the school speed limit in school zones. The posted speed is in effect when school is in session before school begins, after school, and at recess.

The other type of speed limit is an advisory limit. This black on yellow speed limit sign is used to advise motorists of a comfortable speed at which to travel when different situations

lie ahead. It is used with a warning sign like a right or left curve sign. The standard size for these signs is 18 X 18 inches, except in cases where it is 24 X 24 inches because it supplements a 36 inch and larger warning sign. Another type of advisory speed limit sign can be found in work zones. These signs are black on orange. These are used to advise drivers of construction ahead and provide work crews safety.

This page last updated on 9/2/16

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## MAINE LOCAL ROADS CENTER

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## Why Not Lower the Speed Limit to Reduce Hazards?

An unrealistically low speed limit can actually lead to crashes. Here's why:

- Many studies conducted over several decades in all parts of the country have shown that a driver's speed is influenced more by the appearance of the roadway and the prevailing traffic conditions than it is by the posted speed limit.
- Some drivers will obey the lower posted speed while others will feel it's unreasonable and simply ignore it. This disrupts the uniform traffic flow and increases crash potential between the faster and the slower drivers.
- When traffic is traveling at different speeds, the number of breaks in traffic to permit safe crossing is reduced. Pedestrians also have greater difficulty in judging the speed of approaching vehicles.

Maine Statutes, Title 29A, Sections 2073 to 2075 deal with unlawful speed. This law states that "a person may not operate a vehicle in excess of maximum speed limits..."

Maine Statutes, Title 29A, Sections 2073 and 2075 authorizes the Commissioner of the Maine Department of Transportation, with the approval of the Chief of the State Police, to set maximum and minimum speed limits on a public way.

Maine Statutes, Title 29A, Section 2074 states that the following are maximum rates of speed, except when conditions or other regulations require a lower speed:

- 15 mph in a school zone during recess or during opening or closing hours
- 25 mph in a business or residential area or built up portion, unless otherwise posted
- 45 mph on all other public ways, unless otherwise posted. (In addition, there are 3 other exceptions not stated here.)

Maine Statutes, Title 29A, Section 2075, states that speed limits may be specifically restricted in a work zone on a public way. A person may not exceed the speed limit as long as the speed limit has been posted on standard black and white speed limit signs on that way. The penalty is a fine equal to twice the normal fine.

Maine law also states that a municipality may not alter, enact, or enforce a regulation contrary to the State statutes. In other words, any town must receive approval of the MDOT and the Chief of the Maine State Police before any speed limit is enacted or altered.

This page last updated on 1/9/13



MAINEDOT COMMUNITY  
PROGRAMS[Maine Local Roads Center  
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## Traffic Ordinances

**Question:** 30-A MRSA 3009 grants the municipal officers the exclusive authority to adopt ordinances regulating the operation of vehicles in the public ways and on publicly owned property. What procedures should be followed to adopt such ordinances?

**Answer:** Assuming your municipality does not have any local charter provision providing a different process, the procedures which must be followed for the municipal officers to adopt traffic ordinances are set forth in 30-A MRSA 3009. The following is a suggested format for complying with those requirements:

- The municipal officers must cause a public notice to be posted at least seven days prior to the time of the meeting at which the traffic ordinance is to be considered for adoption and that notice must be posted in the same place as the town meeting warrant. If your town customarily posts in two or more places, the same number of postings would apply to these notices.
- The notice must give the date, the time, and the place of the municipal officers' meeting.
- The notice should be directed to the voters of the municipality.
- The notice must contain in full the text of the proposed ordinance.
- The notice must be signed by at least a majority of the municipal officers, attested in the manner provided for town meeting warrants, and contain a return executed by the person who posted the notice.
- Example Ordinance Forms ([Word](#)) ([PDF](#))

At the time of the meeting, the municipal officers should place the ordinance before the meeting for general discussion and by way of a statement explain the need for the ordinance. After that, the public should have the right to ask questions and engage in general discussion concerning the ordinance itself. After a satisfactory discussion period has been completed, the municipal officers should proceed with the consideration of the ordinance.

The enactment is not difficult. It may be accomplished by a motion made by one of the municipal officers, seconded by another, and voted upon by majority vote. Because there must be a record of the action, it is suggested that the town clerk be present, record the motion, record the second, and poll and record the individual votes of the municipal officers. The minutes of the town clerk plus a certified copy of the ordinance enacted should be record in the town's records in the same manner as an action by a town meeting (By W.W.L.)

FREE DOCUMENT  
READERS[MS Word Reader](#)[Adobe PDF Reader](#)

If your web browser or screen reader cannot view the documents that are listed on this page, please visit the [Contact Page](#).

Once the ordinance is passed, the municipality must purchase the hardware and erect the signs following the standards established in the Manual of Uniform Traffic Control Devices (MUTCD).

Adapted from "Maine Townsman", November, 1983

This page last updated on 1/9/13

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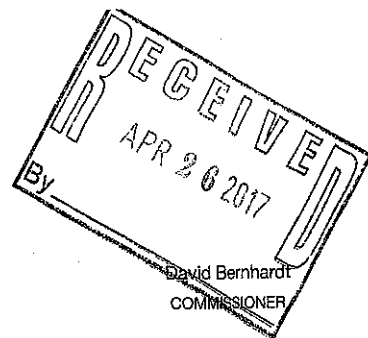
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Paul R. LePage  
GOVERNOR

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

**MAINE LOCAL ROADS CENTER**  
Community Services Division  
1-800-498-9133



April 19, 2017

## **RADAR SPEED TRAILER LOAN PROGRAM**

Congratulations!! Your community was selected to participate in MaineDOT's Radar Speed Trailer loaner program for a two-week period in 2017. Please see the attached schedule to see which town will have it before and after you.

**The radar speed trailer is equipped with a solar panel for operation. It is mandatory that you plan on plugging in the built-in-battery charger overnight before the initial use.**

A "how to" card will be included with the trailer. However, if your community needs additional assistance for setting up the trailer, we will be happy to provide each community with the technical assistance needed. ***This new trailer does collect radar speed data and we'll have to download it later and send to you.*** That data will allow you to do some targeted enforcement.

The radar speed trailer can be easily towed behind a passenger vehicle at highway speeds and is equipped with trailer lights, turn signals and stop lights for nighttime towing. The trailer hitch is set up with a 2-inch-diameter ball and the electrical connector is a flat 4 prong plug. The trailer comes with a detachable tow bar for security which you ought to remove upon deployment at a spot. *Please see that these are used properly as this trailer could become a "target" by certain individuals.* And please use the safety chain with the towing vehicle because we do not want it to fly off the hitch like it did with one town a couple of years ago, causing it to flip over.

Please locate the trailer in a conspicuous location where it can be easily monitored and vandalism is less likely to occur. In the event of vandalism or malfunction, please contact us right away and we will do our best to get it back on schedule. If your community gets bumped due to an unseen event, you will be at the top of the list for the program when it is back in your region.

Enclosed is a schedule and contact list for each participating community. Each community should make arrangements with the previous loaner community and arrange for a convenient time and place to transfer the radar speed trailer.

If you have any questions, please feel free to contact Melissa Haskell in this office at 624-3434 or [Melissa.D.Haskell@maine.gov](mailto:Melissa.D.Haskell@maine.gov)

Sincerely,

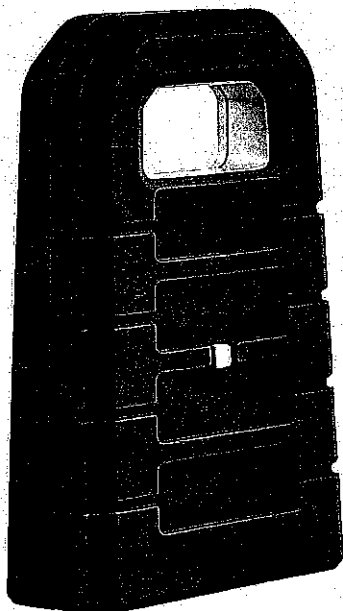
Peter Coughlan, Director  
(207) 624-3266 (Office)



PRINTED ON RECYCLED PAPER

County	#	Trailer Dates	Municipality	Name	Title	Address	Town/City	State	Zip Code	work phone	cell
Kennebec County	1	5/1/17-5/14/17	Chelsea	Scott Tilton	Town Manager	560 Togus Road	Chelsea	ME	04330	582-4802	n/a
Kennebec County	2	5/15/17-5/28/17	Windsor	Theresa Haskell or Keith Hall	Town Manager/Road Supervisor	523 Ridge Road	Windsor	ME	04363	445-2998	458-2
Kennebec County	3	5/29/17-6/11/17	Albion	Mike Getchell	Selectman/Chair	22 Main Street	Albion	ME	04910	437-2300	620-01
Kennebec County	4	6/12/17-6/25/17	Waterville	Joseph Massey	Police Chief	10 Colby Street	Waterville	ME	04501	680-4700	n/a
Kennebec County	5	6/26/17-7/9/17	Sidney	Leon Burgess	Road Foreman	2986 Middle Road	Sidney	ME	04330	547-3913	557-3
Kennebec County	6	7/10/17-7/23/17	Readfield	Eric Dyer	Road Commissioner	8 Old Kents Hill Road	Readfield	ME	04355	685-1818	242-5
Kennebec County	7	7/24/17-8/6/17	Fayette	Mark Robinson	Town Manager	2589 Main Street	Fayette	ME	04349	685-4373	512-0
Kennebec County	8	8/7/17-8/20/17	Mount Vernon	Clyde Dyer	Selectman	1997 North Road	Mount Vernon	ME	04352	n/a	592-3
Kennebec County	9	8/21/17-9/3/17	Rome	Carroll Bubar	Road Commissioner	8 Mercer Road	Rome	ME	04963	n/a	649-4
Franklin County	10	9/4/17-9/17/17	Farmington	Shane Cote	Deputy Chief	116 Franklin Avenue	Farmington	ME	04938	778-6311	491-5
Franklin County	11	9/18/17-10/1/17	Weld	Carol Cochran	Town Clerk	23 Mill Street	Weld	ME	04285	585-2348	n/a
Franklin County	12	10/2/17-10/15/17	Strong	Gerald Pond	Chair	25 Burbank Hill	Strong	ME	04983	n/a	491-9
Franklin County	13	10/16/17-10/29/17	New Vineyard	Michelle Beedy	Administrative Assistant	20 Lake Street	New Vineyard	ME	04956	652-2222	n/a
Franklin County	14	10/30/17-11/12/17	Kingfield	Brian Collins	Road Commissioner	38 School Street	Kingfield	ME	04947	265-4637	491-8

## Traffic Counting Tube System



**Compact.** Small size is easy to transport and store.

**Versatile Data.** Accurate timestamped 2-channel data can be used for volume and speed studies. Classification data available Summer 2017.

**Weather Resistant.** Tough ABS housing and protective silicone boot makes wayCOUNT ready for any environment.

**Easy-to-Use Software.** Quick report generation via cloud based WayCount.com. Keep data private or share publicly on the crowd sourced public data platform.

**Technologically Advanced.** Wireless data retrieval and upload. Cloud based data storage. No download cables or chargers needed, never lose track of your data again!

## Specifications

### Battery

- Non-rechargeable lithium
- Easily replaceable
- Lasts 2-3 years on average

### Memory

- SDHC - 8GB
- Up to 397,000,000 vehicles

### Output

- 1-millisecond resolution timestamp
- Raw time stamped data
- Time stamped vehicle list
- Detailed report generation

### Download / Reporting

- Bluetooth data retrieval
- Wireless data uploading to [www.WayCount.com](http://www.WayCount.com)
- Free data processing and public data sharing

### System Requirements

- Mobile device running Android 5.0 or higher
- Access to cellular data or WIFI Network

## Dimensions

Length	6.625 in ( 16.83 cm)
Width	4.25in (10.79cm)
Height	1.75 in (4.44 cm)
Weight	13.6 oz (385.5 g)
Operating Temp	-40°F to 185°F (-40°C to 85°C)

Visit [www.CountingCars.com](http://www.CountingCars.com) to learn more about our traffic counting systems and view wayCOUNT accessories.

**We're no ordinary company.**

We believe in providing durable,

reliable **transportation data**

**collection equipment**

and services to **improve**

**transportation globally.**

What makes our products so

special? They are **designed by**

**traffic engineers for traffic**

**engineers.** But don't take our

word for it. Thousands of traffic

engineers and data collectors

in **all 50 US States, more**

**than 50 countries and 6**

**continents** use our products

day-in and day-out. That's why

we are

## **The Traffic Counter's Hub**

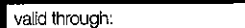
Use offer code:



at checkout and receive  
**15% off** your next order at

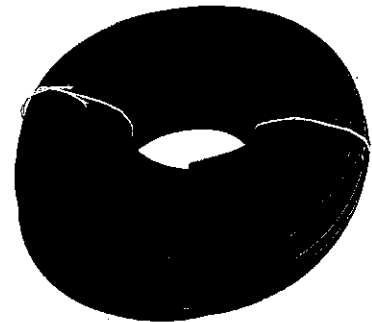
**CountingCars.com**

valid through:

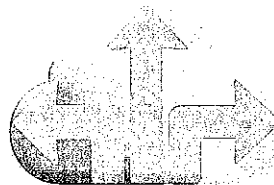


# **wayCOUNT Accessories**

CountingCars offers a variety of affordable mini and heavy tubes for your traffic counting needs.

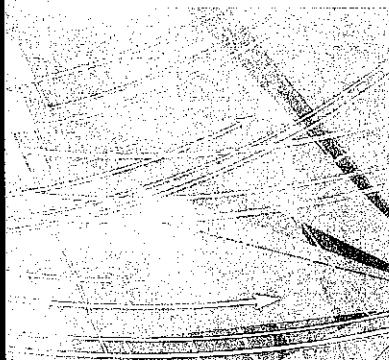


**Road Tubes**

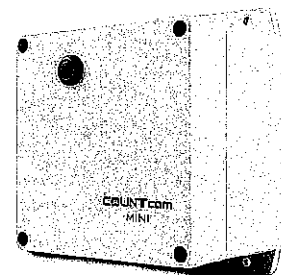


**COUNTcloud**

Upload your traffic video and we will count it! We provide TMCs at intersections with stop signs, signals or roundabout. No contracts. Fixed rates. 100% Satisfaction guaranteed.



Ready to use video for your traffic counts? The COUNTcam MINI is a portable video recording system that records 50 hours of traffic video on a single charge.



**COUNTcam MINI**

**COUNTING  
CARS.com**



Readfield Select Board  
May 15, 2017  
Item # 17-190



357 Mercer Road  
PO Box 629  
Norridgewock, ME 04957  
Tel: (207) 634-2714  
Fax: (207) 634-4519

March 6, 2017

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

Dear Eric:

Enclosed please find an updated Solid Waste Collection and Disposal Agreement by and between the Town of Readfield, ME and WMDSM-Crossroads. After reviewing and obtaining the appropriate signatures, you can send the Agreement back in the enclosed envelope. I will forward a signed copy back for your files.

Any questions please call me at 1-603-396-9602.

Sincerely,

**Waste Management Disposal Services of Maine, Inc. – Crossroads**

Peter Lachapelle  
Public Sector Representative

## **SOLID WASTE COLLECTION AND DISPOSAL AGREEMENT**

This Agreement entered into the \_\_\_\_ day of \_\_\_\_\_, 2017, by and between the **Town of Readfield**, 8 Old Kents Hill Road, Readfield, Maine 04355 (referred to as "Town"), a municipal corporation of Kennebec County, organized under the laws of the State of Maine, and **Waste Management Disposal Services of Maine, Inc.**, a Maine corporation, (referred to as "Contractor"), whose principal place of business is 357 Mercer Road, PO Box 629, Norridgewock, ME 04957.

When this Agreement refers to the "Contractor" it includes the Contractor's employees and agents. The subject of this Agreement is the collection and disposal of solid waste from the Town of Readfield, Maine.

**WHEREAS**, the Town owns certain real property and equipment necessary to operate and manage a solid waste transfer station ("Transfer Station"); and

**WHEREAS**, the Contractor owns and operates a sanitary landfill, separation facility, and/or material recovery facility in accordance with applicable laws of the State of Maine; and

**WHEREAS**, the Contractor is in the business of collecting and transporting for ultimate disposal or processing solid waste; and

**WHEREAS**, the Town desires to engage Contractor to collect solid waste at the Transfer Station for disposal at designated processing facilities; and

**WHEREAS**, the Board of Selectmen are authorized to execute this Agreement pursuant to local and state regulations.

**NOW THEREFORE**, in consideration of the mutual covenants, undertakings and promises of the Town and Contractor as set forth herein, the Town and Contractor do hereby covenant, promise and agree as follows:

### **1. DEFINITIONS**

**1.1 Transfer Station**: Shall mean the solid waste and recycling facility duly authorized by the State of Maine to operate said facility located within the Town boundaries of Readfield, Maine.

**1.2 Disposal Facility**: Shall mean Waste Management Disposal Services of Maine, Inc. located in Norridgewock, Maine to receive MSW and Construction and Demolition Debris, and Approved Special Waste.

**1.3 Municipal Solid Waste ("MSW")**: Non-baled solid waste normally disposed of by households in the State of Maine, that is allowable by applicable law and permit to be accepted by Contractor at the Disposal Facility not including Construction and Demolition Debris, Special Waste as defined herein, and not containing and Hazardous Waste as defined and set forth on Exhibit A attached hereto.



**1.4 Construction and Demolition Debris (Demo Debris):** Shall have the meaning provided for in 38 M.R.S.A § 1303-C, as amended from time to time. "Demo Debris" shall include, but not be limited to the following items: wood, siding, shingles, concrete, bricks, furniture (to include couches, sofa-beds, stuffed chairs, and other bulky waste, etc.), et al. Demo Debris shall not include MSW or special waste or appliances that may contain or have contained Chlorofluorocarbons or CFC's, as commonly understood.

**1.5 Special Waste:** Shall have the meaning provided for in 38 M.R.S.A. § 1303-C, as amended from time to time. Special waste or miscellaneous special waste must be subjected to analysis by a laboratory approved by Contractor. The results of the analysis will be reviewed by the Contractor and by the appropriate state agencies, before any decision can be made regarding its transportation or disposal. Loads hauled by Contractor from the Transfer Station to the Disposal Site will be inspected periodically to ensure compliance with Contractor's "special waste" handling procedures.

## **2. TERM**

The term of this Agreement shall be five (5) years effective on July 1, 2017 through June 30, 2022, unless sooner terminated as provided herein. Additionally, the Town shall have the option, with the consent of the Contractor, to extend the term of this Agreement for an additional five (5) years, by notifying the Contractor of its intent to exercise this right not later than (30) days prior to the end of the then current performance period. Annual renewals are contingent upon approved funding at the Town Meeting.

## **3. COMPENSATION**

The Town agrees to pay Contractor as compensation hereunder:

### **Pricing for First Year of Agreement – July 1, 2017 – June 30, 2018**

<b>MSW</b>	<b>\$180.00 per haul</b>	<b>\$57.00 per ton</b>
<b>Demo/Bulky</b>	<b>\$180.00 per haul</b>	<b>\$57.00 per ton</b>
<b>Rental</b>	<b>\$21.14 per month</b>	

### **Annual increase for all items:**

Yearly increase for transportation and disposal will be adjusted on January 1 of each year based on the amount equal to the percentage increase for the previous twelve-month period in the Consumer Price Index for all Urban Consumers – U.S. City Average – Water & Sewer and Trash Collection Services, as published by the U.S. Department of Labor, with the amount of the increase based on the previous July available from the U.S. Department of Labor. Annual increase will be capped at 3%.

Said fees shall be subject to change to reflect any increase in costs associated with the occurrence of a Force Majeure Event (as described under Section 16 below) that increases the cost of providing service hereunder, increases in cost of disposal, or increases in cost of providing service as a result of changes in applicable laws, regulations or interpretations thereof and/or the imposition or levying of any fee on or against the waste being managed under this Agreement or the operation of the Disposal Site.

#### **4. CHARGES, PAYMENTS, ADJUSTMENTS**

Town shall pay for the services by the Contractor in accordance with the aforementioned charges within 30 days of the date of Contractor's invoice. Town shall pay a service charge on all past due accounts at a rate of 18% per annum. The Contractor may increase the charges to the account for the following circumstances outside the control of the Contractor, changes in local, state or federal laws or regulation, imposition of taxes or fees and act of God such as floods, fires, war etc., or acts of terrorism.

#### **5. COLLECTION EQUIPMENT**

Contractor is authorized by the Town to store Town owned containers on Contractor property. Contractor shall ensure that Town Containers will be stored only for authorized Town use and at no time shall Town containers be used for any other purpose.

#### **6. CONTRACTOR'S GUARANTEES**

Contractor, through the services provided hereunder, guarantees that the Town will remain in compliance with any and all solid waste/recycling laws, rules, regulations, or mandates of the State of Maine and/or any agency thereof promulgated as of the date of this Agreement.

#### **7. COMPLIANCE WITH LAWS AND REGULATIONS**

Contractor will comply with any and all federal, state, and local laws and regulations now in effect or hereafter enacted during the term of this Agreement, which are applicable to Contractor, its employees, agents, or subcontractors, if any, with respect to the work and services described herein.

#### **8. SERVICE**

The Contractor shall provide service for the Town within 48 hours from the time of request. Service will be provided on a Monday through Friday basis, during normal business hours. The Contractor shall not be responsible to provide timely services should there be significant delays due to acts of God, or major highway reconstruction, or holidays.

#### **9. OPERATION**

The Contractor shall accept the Town's MSW, approved Special Waste, and Construction and Demolition Debris from the Town's Transfer Station. The Contractor may at any time refuse to accept any Hazardous Waste, and Unacceptable Waste, (as each of those terms is defined in the attached Exhibit A) or any materials, substance, or property which in the reasonable judgment of Contractor will be harmful, unhealthy, unsafe, or in violation of any federal, State, or local statute or regulation applicable to the Disposal Facility.

#### **10. PERMITS AND LICENSES**

Contractor, at its sole cost and expense, shall maintain throughout the term of this Agreement all permits, licenses, and approvals necessary or required for Contractor to perform the work and services described herein.

## **11. INDEMNIFICATION**

The Contractor shall indemnify and hold harmless the Town and its agents and employees from and against all claims, damages, losses and expenses including reasonable attorney's fees to the extent arising out of or resulting from the performance of the work, provided and to the extent that such claim, damage, loss or expense is caused by the negligent or wrongful acts or omission of the Contractor or any of its officers, agents, employees, representatives, any one directly or indirectly employed by any of them or anyone for whose acts they may be liable.

The Town shall indemnify and hold harmless the Contractor and its agents and employees from and against all claims, damages, losses and expenses including reasonable attorney's fees to the extent arising out of or resulting from the performance of the work, provided and to the extent that such claim, damage, loss or expense is caused by negligent or wrongful acts or omission of the Town, or any of its officers, agents, employees, representatives, any one directly or indirectly employed by any of them or anyone for whose acts they may be liable.

In no event whether in contract, tort or otherwise shall either party be liable to the other for any special, incidental, consequential, or indirect damages.

## **12. INDEPENDENT CONTRACTOR**

Contractor shall perform all work and services described herein as an independent contractor and not as an officer, agent, servant, or employee of the Town. Contractor shall have exclusive control of and the exclusive right to control the details of the services and work performed hereunder and all persons performing the same and nothing herein shall be construed as creating a partnership or joint venture between Town and Contractor. No person performing any of the work or services described hereunder shall be considered an officer, agent, servant, or employee of Town, and no such person shall be entitled to any of the benefits available or granted to employees of Town.

## **13. NON-ASSIGNMENT**

Neither Contractor nor Town shall assign, transfer, convey, or otherwise hypothecate this Agreement of their rights, duties, or obligations hereunder or any part thereof without the prior written consent of the other, which consent shall not be unreasonably withheld provided that the Contractor shall have the right to assign this Agreement, without consent of the Town in the event of a corporate reorganization, merger or transfer of substantially all of Contractor's assets.

## **14. INSURANCE**

Contractor shall obtain and maintain insurance throughout the term of this Agreement, at Contractor's sole cost and expense, not less than the insurance coverage set forth below.

<b><u>Coverage's</u></b>	<b><u>Limits of Liability</u></b>	
Worker's Compensation	Statutory	
Employer's Liability	\$1,000,000.00	
Personal/Bodily Injury Liability	\$5,000,000.00	Combined Single Limit
Property Damage Liability	\$5,000,000.00	Combined Single Limit

Automobile Bodily Injury	\$5,000,000.00	Combined Single Limit
Automobile Property Damage	\$5,000,000.00	Combined Single Limit
Excess Umbrella Liability	\$2,000,000.00	Each Occurrence

## **15. TERMINATION**

A. In the event either party materially defaults in the performance of any of the material covenants or agreements to be kept, done or performed by it under the terms of this Agreement, the non-defaulting party shall notify party in default in writing of the nature of such default. Within twenty (20) days following such notice:

1. The defaulting party shall correct the default; or
2. In the event of a default no capable of being corrected within twenty (20) days, the defaulting party shall commence correcting the default within (20) days of non-defaulting party's notification thereof, and thereafter correct the default with due diligence.

B. If the party in default, fails to correct the default as provided above, the non-defaulting party, without further notice, shall have all of the following rights and remedies which the non-defaulting party may exercise singly or in combination:

1. The right to declare this Agreement, together with all rights granted the defaulting party, hereunder are terminated, effective upon such date as non-defaulting party shall designate; and
2. If the party in default is the Contractor, the Town shall have the right to license others to perform the services otherwise to be performed by Contractor, or to perform such services itself.

## **16. FORCE MAJEURE**

Except for the obligation to make payments hereunder, neither party shall be in default for its failure to perform or delay in performance caused by events or significant threats of events beyond its reasonable control, whether or not foreseeable, including, but not limited to, strikes, labor trouble, riots, imposition of laws or governmental orders or changes in applicable laws, regulations or interpretations thereof, fires, acts of war or terrorism, acts of God, and the inability to obtain equipment, and the affected party shall be excused from performance during the occurrence of such events. Contractor shall be entitled to an equitable adjustment in price in the event of the occurrence of a Force Majeure Event that increases the cost of performing its obligations under this Agreement.

## **17. NOTICES**

All notices required or contemplated by this Agreement shall be personally served or mailed, postage prepaid and return receipt requested, addressed to the parties as follows:

**To The Town:**

Town of Readfield  
8 Old Kents Hill Road  
Readfield, ME 04355  
Attn: Town Manager

**To The Contractor:**

Waste Management Disposal Services of Maine, Inc.  
PO Box 629  
Norridgewock, ME 04957  
Attn: District Manager

Or to such other address as the parties may designate in writing.

**18. WAIVER**

A waiver of any breach of any provision of this Agreement shall not constitute or operate as a waiver of any other breach of such provision or of any other provisions, nor shall any failure to enforce any provision hereof operate as a waiver of such provision or any other provision.

**19. LAW TO GOVERN**

Town and Contractor agree that the laws of the State of Maine shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and shall govern the interpretation of this Agreement.

**20. TITLE OF SECTIONS**

Section headings inserted herein are for convenience only and are not intended to aid interpretation and are not binding on the parties.

**21. AMENDMENT**

This Agreement may be modified or amended only by a written consent duly executed by the parties hereto or their representatives.

**22. SEVERABILITY**

The invalidity of one or more of the phrases, sentences, clauses or Sections contained in this Agreement shall not affect the validity of the remaining portion of the Agreement so long as the material purposes of this Agreement can be determined and effectuated.

**23. SUCCESSORS AND ASSIGNS**

This Agreement shall be binding upon the parties hereto, their successors, and permitted assigns.

**24. ENTIRETY**

This Agreement and any Exhibits attached hereto contain the entire Agreement between the parties as to the matters contained herein. Any oral representations or modifications concerning this Agreement shall be of no force and effect.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the date first hereinabove written.

**Town of Readfield, ME, a municipal corporation**

Date: \_\_\_\_\_

\_\_\_\_\_  
Eric Dyer, Town Manager, Duly Authorized

**Waste Management of Maine, Inc.**

Date: \_\_\_\_\_

\_\_\_\_\_  
Chris DeSantis, President, Duly Authorized

## EXHIBIT A

### A. "Hazardous Waste" means:

1. Any material or substance or hazardous substance, which, by reason of its composition or characteristics, is;
  - (a) Toxic or hazardous waste or hazardous substance as defined in either the Solid Waste Disposal Act, 42 U.S.C. 6900 et seq., as replaced, amended, expanded or supplemented the Resource Conservation and Recovery Act, 42 U.S.C. 6903, as replaced amended, expanded or supplemented, or any laws of similar purpose or effect, and such policies or regulations thereunder, or any laws of similar purpose or effect, and any rules, regulations or policies thereunder, or;
  - (b) Special nuclear or by-product materials within the meaning of Atomic Energy Act of 1954;
2. Other materials which any governmental agency or unit having appropriate jurisdiction shall determine from time to time is harmful, toxic or dangerous, or otherwise ineligible for disposal in the landfill; and
3. Any material, which would result in Process Residue being Hazardous Waste under (1) or (2) above.

### B. "Unacceptable Waste" means a regulated quantity of any of the following except as authorized by applicable law and regulations and approved for disposal via the Transfer Station at a Disposal Facility pursuant to Contractor's policies and procedures regarding such waste streams:

1. A containerized waste (i.e., drum, barrel, portable tank, box, pail, etc.) listed in 3-8 below.
2. A waste transported in bulk tanker.
3. A liquid waste.
4. A sludge waste.
5. A waste from an industrial process.
6. A waste from a pollution control process.
7. Residue and debris from a cleanup of a spill or release of chemical substances, commercial products or waste listed in 1 - 6 or item 8, including without limitation, such materials from a site designated for remediation under federal or state "Superfund" authorities.
8. Contaminated soil, water, residue, debris and articles from the cleanup of a site or facility formerly used for the generation, storage, treatment, recycling, reclamation or

disposal of wastes listed in 1 -7, including without limitation, such materials from a site designated for remediation under federal or state "Superfund" authorities.

9. An uncharacterized waste.
10. Chemical waste from a laboratory.
11. Articles, equipment and clothing containing or contaminated with polychlorinated biphenyls (PCBs).
12. PCB drainings and flushings removed from PCB articles and placed directly into transport containers.
13. "Empty" containers of waste commercial products or chemicals (this applies to a portable container which has been emptied, but which may hold residuals of the product or chemical. Examples of containers are: portable tanks, drums, barrels, cans, bags, liners, etc.)
14. Asbestos contained in or from waste from building demolition or cleaning.
15. Commercial products or chemicals whether off-specification, outdated, contaminated or banned.
16. Residue and debris from cleanup of spills or releases of a single chemical substance or commercial product or a single waste, which would otherwise qualify as a miscellaneous special waste.
17. Infectious waste. (Any waste from a hospital, medical clinic, nursing home, medical practitioner, mortuary, taxidermist, veterinarian, veterinary hospital, animal testing laboratory, university medical laboratory, etc., that is contaminated with or may be contaminated with an infectious agent that has the potential of inducing infection. These wastes are wastes if they are untreated, autoclaved or otherwise heat-treated.)
18. Animal waste and parts from slaughterhouses or rendering plants, including wastes from fur or leather products manufacturing.
19. Waste produced by mechanical processing of fruit, vegetables or grain, rinds, hulls, husks, pods, shells, and chaff, food processing wastes which are aqueous or sludges, or which have been contaminated with dyes, additives or preservatives.
20. Pumpings from septic tanks used any size exclusively by dwelling units.
21. Sludges from a publicly owned sewerage treatment plant serving primarily domestic users.
22. Grease trap wastes from residences, restaurants, or cafeterias not located at industrial facilities.
23. Washwater wastes from commercial laundries or laundromats including waste from dry cleaning facility or waste from a commercial laundry used by an industry to wash chemical-contaminated clothing from its workers.



24. Wastewater wastes from commercial car washes.
25. Chemical-containing equipment removed from service such as cathode ray tubes, batteries, fluorescent light tubes, etc.
26. Wastes produced from the demolition or dismantle of industrial process equipment or facilities contaminated with chemicals from the process or chemicals or wastes removed or drained from such equipment.
27. Closed cartridge filters from dry cleaning establishments.
28. Explosives, white goods (specifically such goods containing regulated refrigerants or coolants) as sold wastes, human or animal, motor vehicle parts, automobile transmissions, springs and fenders, agricultural and farm machinery, other large machinery or equipment, etc.
29. Materials subject to waste "bans" as defined by law applicable to the material, the Transfer Station or the Disposal Facility, including without limitation, all waste subject to disposal restrictions under DEP solid waste management regulations.
30. Universal Wastes as listed by the State of Maine Hazardous Waste Management Regulations, Chapters 850 through 857. Universal wastes are: Cathode Ray Tubes; Florescent Lamps; Mercury Containing thermostats; totally enclosed, non-leaking polychlorinated biphenyl (PCB) ballasts.

Waste Management Disposal Services of Maine, Inc.

## **Future Agenda Items - Proposed DRAFT**

### May 30 - Potential Meeting / Workshop Items

Energy Investment Presentation / Discussion

Town Manager Review (six month) plus executive session

### June - Potential Meeting / Workshop Items

Age Friendly Community Presentation - June 12

Contingency Policy Discussion

Friends of the Cobbossee Watershed Presentation

Volunteer Appreciation Event (late June)

### Potential Future Meeting / Workshop Items:

Investment Strategies

Marijuana Regulation

Meeting with County Commissioner / County Sheriff

Personal Property Taxes

Plastic Recycling

Review Conflict of Interest Ordinance

Review of the appeals process and appeals matrix

Review Procedures for Appointment and Reappointment

Summer Residents Meeting

### 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

**FYI**

COBBOSSEE WATERSHED DISTRICT  
WARRANT FOR DISTRICT BUDGET MEETING

State of Maine

County of Kennebec  
County of Sagadahoc

To William J. Monagle, a resident of the Cobbossee Watershed District, GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Cobbossee Watershed District residing in the Towns of Litchfield, Manchester, Monmouth, Readfield, Richmond, Wayne, and Winthrop, and the City of Gardiner, qualified to vote in District affairs, to assemble at the Winthrop Middle School Cafeteria, located on Rambler Road in said Town of Winthrop on Tuesday, twenty-third (23rd.) day of May A.D. 2017, at 7:00 o'clock in the evening, then and there to act on articles 1 and 2, said articles being set out to wit:

Article 1: - To elect a Moderator to preside at said meeting.

Article 2: - To see what sum of money the District will vote to raise or appropriate for the operation of the Cobbossee Watershed District. The budget recommended by the appointed Trustees of the eight municipalities and one utility district is as follows:

REVENUES:

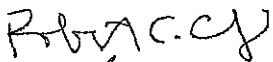
Municipal assessments	\$ 227,705
Utility districts	\$ 9,427
Federal/State grants	\$ 78,390
Contracts/Fees	\$ 1,500
Cash Reserves	\$ 14,567
Contributions/miscellaneous	\$ <u>750</u>
TOTAL:	\$ 332,339

EXPENDITURES:

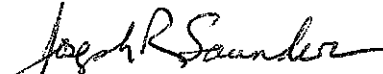
Personnel	\$ 185,881
Monitoring costs	\$ 11,500
Conferences	\$ 300
Professional Development	\$ 500
Education/Information	\$ <u>2,200</u>
Bookkeeping	\$ 2,000
Contractual	\$ 10,437
Project Direct Costs	\$ 46,565
Gage Operation	\$ 3,600
Trustees expenses	\$ 600
Overhead Expenses	\$ 67,056
Capital Expenditures	\$ <u>1,700</u>
TOTAL:	\$ 332,339

\*\* The sum of \$237,132 to be raised by municipal assessments and water district contribution.

Hereof fail not and make return of your doings thereon or before the time of said meeting.



Robert Clunie

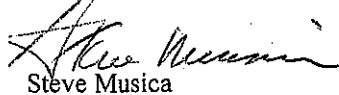


Joseph Saunders

Keegen Ballard



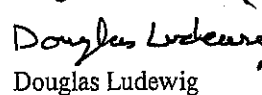
Jane Andrews



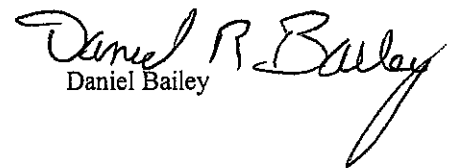
Steve Musica



Shelly Gerstein

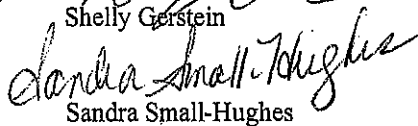


Douglas Ludewig

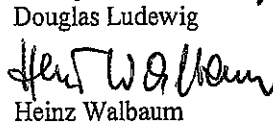


Daniel Bailey

Daniel Wells

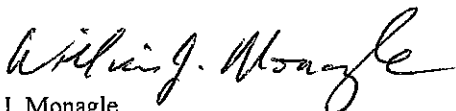


Sandra Small-Hughes



Heinz Walbaum

ATTEST: A True Copy



William J. Monagle  
Resident of the Cobbossee Watershed District