

**Readfield Select Board  
Meeting Agendas  
August 21, 2017, Readfield Town Office**

Select Board Meeting starts: 6:30 PM  
Meeting ends (unless extended): 8:15 PM

**Pledge of Allegiance**

**Regular Meeting - 10 minutes**

18-014 - Minutes: Select Board meeting minutes of July 24, 2017.

18-015 - Warrants: #5-8.

**Appointments, Reappointments, and Resignations - 10 minutes**

18-016 - Consider the appointment of Mike LaBerge to the Road Committee

18-017 - Consider the appointment of Tom Dunham to the Road Committee

18-018 - Consider the appointment of Tom Dunham to the Solid Waste and Recycling Committee

18-019 - Consider the appointment of Tom Dunham to the Budget Committee

18-020 - Consider the appointment of Martin Hanish to serve on the KVCOG Assembly

18-021 - Consider the appointment of a Select Board member to serve on the KVCOG Assembly

**Communications - 35 minutes**

Select Board communications. - 10 minutes

Town Staff reports - 10 minutes

Boards, Committees, Commissions & Departments - 5 minutes

- Trails Committee minutes of May 23, 2017

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

**Old Business - 5 minutes**

17-158 - Authorize the signature of a revised quitclaim deed for a tax acquired property.

**New Business - 40 minutes**

18-022 - Report from and discussion of the August 18, 2017 Select Board retreat - 10 minutes

18-023 - Invitation to the Rosmarin and Saunders Family Forest Property Dedication - 5 minutes

18-024 - Signing of an Order of the Municipal Officers regarding the application of tax payments - 5 minutes

18-025 - Review of current and proposed Ordinances and Policies - 15 minutes

18-026 - Setting of the September Select Board meeting agenda - 5 minutes

**Future Agenda Items - 5 minutes**

**Adjournment**

# **REGULAR MEETING**

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

## Readfield Select Board Regular Meeting Minutes – July 24, 2017 – *Unapproved*

**Select Board Members Present:** Bruce Bourgoine, John Parent, Dennis Price, Christine Sammons, and Kathryn Woodsum

**Others Attending:** Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starrett (Channel 7), Grace Keene, Sandra Rourke, Greg Durgin, Rob Peale

### Executive Session

To have the Select Board enter into executive session to discuss a labor negotiation matter, specifically the pending collective bargaining agreement with AFSCME 93 – Local 2011-00, pursuant to 1 MRSA, Section 405, subsection 6(D).

Bruce Bourgoine made the **motion** at 6:04 PM to enter into executive session to discuss labor negotiations, the pending collective bargaining agreement with AFSCME 93 - Local 2011-00, pursuant to 1 MRSA, Section 405, subsection 6(D) and invited the Town Manager to join the session. He stated that an action would be taken at the regular Select Board meeting. It was **seconded** by John Parent and was **approved** 3-0. Dennis Price and Kathryn Woodsum were late in arriving.

We came out of executive session at 6:35 PM.

### Regular Meeting

Mr. Bourgoine called the meeting to order at 6:38 pm followed by The Pledge of Allegiance.

- **18-001 – Minutes: Select Board meeting minutes of June 26, 2017**
  - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes of June 26, 2017 as presented, **second** by Mr. Parent. **Vote** 5-0 in favor, Mr. Price voted but was not in attendance at last meeting.
- **18-002 – Warrants #57-59 (FY17) & #1-4 (FY18)**
  - Mr. Parent reviewed Warrants 57-59 for FY17 and Warrants 1-4 for FY18
  - **Motion** made by Mrs. Woodsum to approve Warrants #57-59 (FY17) in the amount of \$23,089.65, **second** by Mr. Price. **Vote** 5-0 in favor.
  - **Motion** made by Mrs. Woodsum to approve Warrants #1-4 (FY18) in the amount of 1 & 2 of \$358,773.16 and 3 & 4 of 164,262.32, **second** by Mr. Price. **Vote** 5-0 in favor.

### Appointments, Reappointments and Resignations

- **18-003 – Appoint Jerry Bley to the Parks Commission**
  - **Motion** made by Mrs. Woodsum to accept the nominations for Jerry Bley and Gary Keilty for the Parks Commission beginning today, July 24, 2017 and ending June 30, 2018, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- **18-004 – Appointment of Gary Keilty to the Parks Commission**
  - See 18-003 – combined motion

**Readfield Select Board**  
**Regular Meeting Minutes – July 24, 2017 – *Unapproved***

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- **18-005 – Appoint Robin Lint as Registrar of Voters**
  - **Motion** made by Mr. Parent to appoint Robin Lint as the Registrar of Voters, **Second** by Mrs. Sammons. **Vote** 5-0 in favor.

**Communications**

- **Select Board Communications**
  - Mr. Parent thanked Robin Lint and all her helpers for the last election, everything went very smoothly and everyone did a great job.
  - Mr. Price wanted to thank everyone very much. He looks forward to working with everyone.
  - Mrs. Sammons spoke regarding a fireworks ordinance. Hoping something can be put on the Town website regarding times and state laws.
  - Mrs. Woodsum wanted to thank Mr. Dyer and everyone else who helped with the volunteer appreciation event.
  - Mrs. Woodsum spoke regarding mowing the fairgrounds and asked if there are still volunteers mowing the fairgrounds. Mostly town staff is doing the mowing. Mrs. Woodsum would like to add mowing town properties as a future agenda item.
- **Town Staff Reports**
  - Mr. Dyer went over the Town Managers Report dated July 24, 2017.
  - Mr. Dyer went over the Code Enforcement Officers report dated June 30, 2017 for the time frame of January to July 2017.
  - Mr. Dyer went over the Treasurers Report for June 2017.
- **Boards, Committees, Commissions & Departments**
  - Trails Committee minutes of April 25, 2017
  - Readfield Water Association minutes of May 9, 2017
  - Library Board minutes of June 7, 2017

*Thank you for submitting your minutes*
- **Public Communications - *Members of the public may address the Select Board on any topic***
  - Grace Keene publicly thanked the Town Manager, Select Board and all the individuals that worked on the ball field and dedication ceremony. It's a beautiful addition to the town and wonderful tribute to her husband and son.

**New Business:**

- **18-006 – Rob Peale – Readfield Trails presentation on the Esker Trail**
  - Rob Peale gave a brief presentation on the Esker Trail.
  - **Motion** made by Mrs. Woodsum for the Readfield Select Board to authorize the Readfield Trails committee to bring forward a completed and full trail agreement of the Esker Trails and that the Select Board is approving the project pending the signed agreement, **Second** by Mr. Parent.

**Discussion:** This is the approval to move forward. **Vote** 5-0 in favor.

**Readfield Select Board**  
**Regular Meeting Minutes – July 24, 2017 – *Unapproved***

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- **18-007 – Consider a new municipal website & provider**
  - Mr. Dyer went over the information presented in the packet. He would like to move forward with Virtual Towns & Schools as it works better for the town and more improved and user friendly.
  - **Motion** made by Mrs. Woodsum to authorize the Town Manager to investigate the website companies and to choose a new website company and enter into an agreement based on what was agreed in the budget, **Second** by Mr. Price. **Vote 5-0** in favor.
- **18-008 – Select Board organizational items:**
  - Election of Chair *(to be taken out of order at the start of the meeting)*
    - ❖ **Motion** made by Mrs. Woodsum to nominate Mr. Bourgoine as the Select Board Chair, **Second** by Mr. Parent **Vote 5-0** in favor.
  - Election of Vice Chair *(to be taken out of order at the start of the meeting)*
    - ❖ **Motion** made by Mr. Bourgoine to nominate Mrs. Sammons as the Vice Chair, **Second** by Mr. Parent. **Vote 5-0** in favor.
  - Election of Assessors
    - ❖ Mrs. Sammons gave a brief description of the Board of Assessors and what they do.
    - ❖ **Motion** made by Mr. Bourgoine to nominate Mrs. Sammons, Mr. Parent and Mr. Price to be on the Board of Assessors, **Second** by Mrs. Woodsum. **Vote 5-0** in favor.
  - Appointments of note taker
    - ❖ **Motion** made by Mr. Bourgoine to appoint Mrs. Sammons as the official note taker, **Second** by Mr. Price. **Vote 5-0** in favor.
  - Appointment of warrant reviewers (quarterly)
    - ❖ Quarter 1 – Mrs. Woodsum (August & September)
    - ❖ Quarter 2 – Mr. Parent (October, November & December)
    - ❖ Quarter 3 – Mrs. Sammons (January, February & March)
    - ❖ Quarter 4 – Mr. Price (April, May & June)
    - ❖ Mr. Bourgoine will be back up as needed.
  - Appointment of Solid Waste and Recycling Committee liaison
    - ❖ **Motion** made by Mrs. Sammons to nominate Mrs. Woodsum as the Solid Waste & Recycling Committee liaison, **Second** by Mr. Price. **Vote 5-0** in favor.
  - Other appointments as necessary
    - ❖ None
- **18-009 – Discussion of a local tax relief program for low/fixed income residents**
  - Discussion amongst the Select Board regarding the information presented in the packet regarding a tax relief program. Suggested to have a discussion at the Select Board retreat to create a goal and continue to work on a program for the town.

**Readfield Select Board**  
**Regular Meeting Minutes – July 24, 2017 – *Unapproved***

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- **18-010 – Consider ratification of the proposed labor union contract**
  - **Motion** made by Mrs. Sammons to approve the contract and direct the negotiators to sign it, **Second** by Mrs. Woodsum. **Discussion:** Thank you from Mrs. Woodsum to the Selectboard negotiators, Mrs. Bourgoine and Mr. Parent. **Vote** 5-0 in favor.
- **18-011 – Maine Municipal Association Annual Election Ballot**
  - **Motion** made by Mrs. Woodsum to authorize the Town Manager to fill out and sign the MMA Voting Ballot, **Second** by Mr., Bourgoine. **Vote** 5-0 in favor.
- **18-012 – Signing of P.A.C.E. Agreement**
  - Information is already available on the town website. Once signed more information will be available.
  - **Motion** made by Mrs. Woodsum to authorize the Town Manager to sign on behalf of the Town of Readfield the PACE Agreement, **Second** by Mr. Parent, **Vote** 5-0 in favor.
- **18-013 – Signing of Transfer Station Interlocal Agreement**
  - Brief discussion and signing by the Select Board of the Transfer Station Interlocal Agreement.

**Future Agenda Items:**

- None

**Motion** made by Mrs. Woodsum to adjourn the meeting at 8:18 pm, **second** by Mr. Sammons. **Vote** 5-0 in favor.

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

**Next meeting scheduled for Monday, August 21, 2017 at 6:30 PM**



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



## 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?**

Road Committee

**Term:**

2017

**Do you have previous experience on this board or committee?**

☐

Yes

☒

No

**Name:** Michael Laberge

**Phone (H):** 207-685-9158

**Street address:** 285 Sturtevant Hill Road, Readfield

**Phone (C):** 207-458-4798

**Mailing address:** PO Box 162, Readfield

**E-Mail:** michaellaberge@yahoo.com

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

I work for the Maine Department of Transportation coordinating the Local Project Administration Program, which works with Maine cities and towns to develop a variety of highway, trail and sidewalk projects. I would like to use this experience to benefit the Town of Readfield.

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

I am completing my second term on the Budget Committee and would like to continue to serve the Town.

Larry Perkins, who is finishing his service, asked me if I would be interested in serving on the Road Committee.

**If you are currently employed, what is your position?**

Maine Department of Transportation, Local Projects Coordinator.

## APPLICATION FOR APPOINTMENT FOR:

Name: Michael Laberge Position: Road Committee Term: Starting in 2017

"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: Michael Laberge

Date: 7/25/17

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

7/25/17 thru 7/25/17. Given under our hand this 25 day of July 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

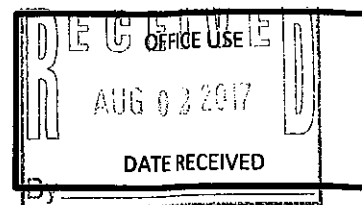
If yes, what date: 7/25/17

Is an Oath appropriate: ☐ Yes ☐ No

If yes, what date: 7/25/17

# TOWN OF READFIELD

## APPOINTMENT APPLICATION



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Which Board, Committee or Commission

are you applying for?

Road Committee

Term:

2020

Do you have previous experience on this board or committee?

☐

Yes

☒

No

Name: Thomas A. Dunham

Phone (H): 685-4324

Street address: 1710 Main St.

Phone (C): 485-2033

Mailing address: PO Box 252 Kents Hill, ME 04349

E-Mail: readfieldrovers@mybarpoint.net

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

knowledge of readfield roads &  
road budget.

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

want to stay involved in town  
affairs.

If you are currently employed, what is your position?

self employed

## APPLICATION FOR APPOINTMENT FOR:

Name: Tom Dunham

Position: Road Committee

Term: 2020

"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: Tom Dunham

Date: 8/2/2017

### CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment



Yes



No

Was this position advertised?



Yes



No

If no, please explain: \_\_\_\_\_

Confirmation from Applicant of attendance at Select Board Meeting if required.



Yes



No

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

### SELECT BOARD APPROVAL

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

                     thru 6-30-2020. Given under our hand this            day of            20    .

Bruce Bourgoine

John Parent

Dennis Price

Christine Sammons

Kathryn Mills Woodsum

### CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?



Yes



No

If yes, what date:                     

Is an Oath appropriate:



Yes

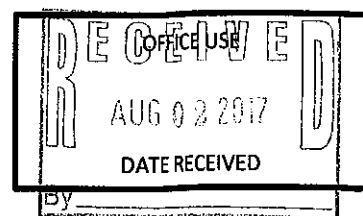


No

If yes, what date:

# TOWN OF READFIELD

## APPOINTMENT APPLICATION



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**Which Board, Committee or Commission**

**are you applying for?**

SWRC

**Term:**

2020

**Do you have previous experience on this board or committee?** ☒ Yes ☐ No

**Name:** Thomas A. Dunham **Phone (H):** 685-4524

**Street address:** 1710 Main St **Phone (C):** 485-2083

**Mailing address:** PO Box 252 Kents Hill, ME 04349

**E-Mail:** readfieldrovers@myfairpoint.net.

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

previous chair of this committee

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

wish to continue serving on  
this committee

**If you are currently employed, what is your position?**

self employed.

## APPLICATION FOR APPOINTMENT FOR:

Name: Tom Dunham Position: SWRC Term: 2020

"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: Tom Dunham

Date: 8/2/2017

### CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment



Yes



No

Was this position advertised?



Yes



No

If no, please explain: \_\_\_\_\_

Confirmation from Applicant of attendance at Select Board Meeting if required.



Yes



No

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

### SELECT BOARD APPROVAL

To Thomas Dunham of Readfield, in the County of Kennebec and State of Maine: There being a position on the SWRC 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 6-30-2020. Given under our hand this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Bruce Bourgoine

John Parent

Dennis Price

Christine Sammons

Kathryn Mills Woodsum

### CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?



Yes



No

If yes, what date:

Is an Oath appropriate:



Yes

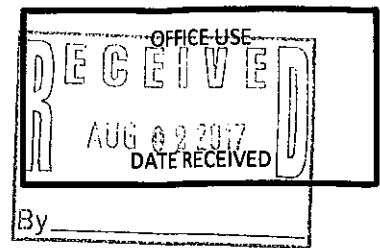


No

If yes, what date

# TOWN OF READFIELD

## APPOINTMENT APPLICATION



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### Which Board, Committee or Commission

are you applying for? Budget Committee Term: 2020

Do you have previous experience on this board or committee? ☐ Yes ☒ No

Name: Thomas A. Dunham Phone (H): 685-4524

Street address: 1710 MAIN St. Phone (C): 485-2033

Mailing address: PO Box 252 Kents Hill, ME 04349

E-Mail: readfieldrovers@myfairpoint.net

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

3 yrs select board & current budget  
knowledge.

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

want to stay involved in town

If you are currently employed, what is your position?

self-employed

## APPLICATION FOR APPOINTMENT FOR:

Name: Tom Dunham Position: Budget committee Term: 2020

"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: Tom Dunham

Date: 8/2/2017

### CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment



Yes



No

Was this position advertised?



Yes



No

If no, please explain: \_\_\_\_\_

Confirmation from Applicant of attendance at Select Board Meeting if required.



Yes



No

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

### SELECT BOARD APPROVAL

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

                     thru 6-30-2020. Given under our hand this            day of            20\_\_\_\_.

Bruce Bourgoine

John Parent

Dennis Price

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



Please take a moment and complete this form naming two official representatives to serve on the KVCOG General Assembly. **At least one** of the official representatives must be a municipal officer – an **ELECTED OFFICIAL** of the board of selectmen, town or city council. Please return the form to KVCOG by mail, email or fax.

*Please give us the best way to contact each representative (home or work address and/or home, work or cell phone numbers). **PLEASE INCLUDE AN EMAIL ADDRESS FOR EACH REPRESENTATIVE.***

**Please return this form by August 31<sup>st</sup>**

**Representative 1 - ELECTED OFFICIAL**

Name				
Title/Committee				
Mailing Address				
City, State, Zip				
Phone				
Alternate Phone				
Email				
Interested in KVCOG Board of Directors?( <i>please circle</i> )	YES	NO		
Interested in officer position?	President	Vice-President	Secretary	Treasurer

**Representative 2**

Name				
Title/Committee				
Address				
City, State, Zip				
Phone				
Alternate Phone				
Email				
Interested in KVCOG Board of Directors?( <i>please circle</i> )	YES	NO		
Interested in officer position?	President	Vice-President	Secretary	Treasurer

Tammy Ferry  
 Kennebec Valley Council of Governments  
 17 Main Street, Fairfield, ME 04937  
 Phone: 207-453-4258, Ext. 211 Fax: 207-453-4264  
 info@kvkog.org

Please take a moment and complete this form naming  
two official representatives to serve on the KVCOG General Assembly.  
**At least one** of the official representatives must be a municipal officer –  
an **ELECTED OFFICIAL** of the board of selectmen, town or city council.  
Please return the form to KVCOG by mail, email or fax.

***Please give us the best way to contact each representative (home or work address and/or home, work  
or cell phone numbers). PLEASE INCLUDE AN EMAIL ADDRESS FOR EACH REPRESENTATIVE.***

**Please return this form by August 31<sup>st</sup>**

**Representative 1 - ELECTED OFFICIAL**

Name				
Title/Committee				
Mailing Address				
City, State, Zip				
Phone				
Alternate Phone				
Email				
Interested in KVCOG Board of Directors?( <i>please circle</i> )	YES	NO		
Interested in officer position?	President	Vice-President	Secretary	Treasurer

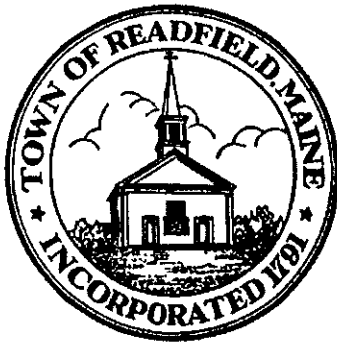
**Representative 2**

Name				
Title/Committee				
Address				
City, State, Zip				
Phone				
Alternate Phone				
Email				
Interested in KVCOG Board of Directors?( <i>please circle</i> )	YES	NO		
Interested in officer position?	President	Vice-President	Secretary	Treasurer

Tammy Ferry  
Kennebec Valley Council of Governments  
17 Main Street, Fairfield, ME 04937  
Phone: 207-453-4258, Ext. 211 Fax: 207-453-4264  
info@kvkog.org

# **COMMUNICATIONS**

- **SELECT BOARD**
- **STAFF REPORTS**
- **BOARDS & COMMITTEES**
- **PUBLIC COMMUNICATIONS**



## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

Tel. (207) 685-3290 • Fax (207) 685-3420

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

### Code Enforcement Officer's Report – July 31, 2017

#### Regular Activities:

Inspections: I conducted 27 site visits and received 1 written reported violation, that will require review of the subdivision restrictions that was approved by the Planning Board in 1988 for this month.

#### Planning Board:

July 12 - Public Hearing / Review for Mary & Robert Broad request to split 410 Church Road (map 103/ lot 32), part of Broad View Heights Subdivision, which has 3 approved dwelling units into two lots conforming lots. The 1<sup>st</sup> new lot would have a single family dwelling; the 2<sup>nd</sup> lot would have a 2 family dwelling (duplex). The Board approved the split as plotted by Dan Harriman (PLS#359), with some positive public input by a neighbor.

July 26 – Robert Bittar withdrew his application for 26 Mill Stream (map 120 / lot 13). No meeting was held.

#### Building Permits – July:

8 permits were issued for this report which includes 2 new homes, 1 porch, 1 renovation, 1 new driveway, 2 sheds and a camp demo. The Town Building permit fees totaled \$715.20.

#### Plumbing Permits – July:

The permits issued during this period include 3 external / septic designs and 2 internal / new or inside renovations. The Town share of the Plumbing permit fees totaled \$737.50

#### Special Projects:

I have been working with;

1. A Nobis Point camp owner, who lost their camp to a fire (over 50% of the value), is getting the proper permits (State / Town) to demo structure and remove burnt / hazardous trees and maintain any future build rights,
2. Hazardous trees in the Shoreland are reviewed and allowed to be removed with the replacement of some new plantings,
3. The Planning Board had approved a 16 bed community living unit on the Gorden Road, which may request for a reduction of the facility to 10 beds, which will require Planning Board review,
4. A Stop Work Order was posted at 26 Mill Stream – construction / alterations / future proposed uses that were not approved by the Planning Board has ceased – a consent agreement was signed and agreed to by the owner that the property is only a single family dwelling that has Planning Board approval for such limited use.

# July 2017

## Treasurer's Report

Reporting Date: 8/21/2017

Report Period: July-17

Fiscal Year: 2018

### Ongoing Activities:

**Check Reconciliation:** Check reconciliation was completed through 7/31/2017. Our accounts are in balance with our bank statements. One bad check appears to have been issued. No other unusual activity was observed.

**Financial Reporting:** The proposed Financial Calendar is complete and included with this report. The draft warrant process document is being integrated with our existing Financial Procedures, which should be ready for review in September.

**Tax Commitment:** Taxes will likely have been committed by the time this report is presented, following an Assessors meeting on August 18th.

### Comments:

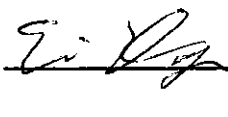
Average revenue and expense balances through July should be at 8-10%. The sharp increases in net revenues and receipts for the month are primarily the result of the sale of 1111 Main St. for over \$55,000. The adjusted net revenue without this amount shows a more realistic (and expected) 2.6% increase. The sizable decrease in debt service expense for the month, and by extension net expenses in total, are the result of a bond payment of \$162,000 that had been paid in July of last year but was paid in August of this year.

### Summary Data:

	Month			Fiscal Year-to-Date		
	July-17	July-16	% Change	2018	2017	% Change
<b>KEY INDICATORS:</b>						
Checking Accounts	\$ 1,454,178	\$ 1,134,641	22.0%	N/A	N/A	N/A
Posted Journals	45	55	-22.2%	45	55	-22.2%
Real Estate Payments	\$ 133,824	\$ 129,290	3.4%	\$ 133,824	\$ 129,290	3.4%
Total Receipts	\$ 330,678	\$ 236,087	28.6%	\$ 330,678	\$ 236,087	28.6%
<b>MAJOR REVENUES:</b>						
State Revenue Sharing	\$ 13,584	\$ 12,360	9.0%	\$ 13,584	\$ 12,360	9.0%
Interest on Taxes	\$ 6,316	\$ 1,549	75.5%	\$ 6,316	\$ 1,549	75.5%
Homestead Exemption	\$ -	\$ 16,740	-	\$ -	\$ 16,740	-
Motor Vehicle Payments	\$ 47,397	\$ 38,488	18.8%	\$ 47,397	\$ 38,488	18.8%
Transfer Station Fees	\$ 5,263	\$ 4,331	17.7%	\$ 5,263	\$ 4,331	17.7%
TOTAL NET REVENUES	\$ 155,355	\$ 96,947	37.6%	\$ 155,377	\$ 96,947	37.6%
<b>MAJOR EXPENSES:</b>						
General Government	\$ 37,645	\$ 41,919	-11.4%	\$ 37,645	\$ 41,919	-11.4%
Protection	\$ 15,724	\$ 7,917	49.7%	\$ 15,724	\$ 7,917	49.7%
Roads and Drainage	\$ 15	\$ 26,035	-	\$ 15	\$ 26,035	-
Capital Improvements	\$ -	\$ -	-	\$ -	\$ -	-
Solid Waste	\$ 9,021	\$ 15,159	-68.0%	\$ 9,021	\$ 15,159	-68.0%
Education	\$ 302,578	\$ 286,863	5.2%	\$ 302,578	\$ 286,863	5.2%
Regional Organizations	\$ 7,145	\$ 6,937	2.9%	\$ 7,145	\$ 6,937	2.9%
Debt Service	\$ 109,117	\$ 278,177	-154.9%	\$ 109,117	\$ 278,177	-154.9%
TOTAL NET EXPENSES	\$ 502,345	\$ 716,934	-42.7%	\$ 502,345	\$ 716,934	-42.7%

Eric Dyer, Treasurer

Signature:

 8/17/17

# Fiscal Year 2018 Financial Calendar

July							August							September							October						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5						1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
30	31																										
November							December							January							February						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
							31																				
March							April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2									1	2	3	4	5						1	2	
4	5	6	7	8	9	10	1	2	3	4	5	6	7	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	8	9	10	11	12	13	14	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	15	16	17	18	19	20	21	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	22	23	24	25	26	27	28	27	28	29	30	31			24	25	26	27	28	29	30
							29	30																			

**State Fees and Warrant Review**

- Review by Select Board appointee
- Performed for all warrants every Friday\*
- \* Some exceptions for holidays

**Regular Warrants and Payroll**

- Review by the Select Board at the meeting
- Signature / approval at the meeting
- Public review online and at the meeting

**Off-meeting Warrants and Payroll**

- Review by the Select Board at the office
- Signature / approval at the office
- Public review online and at the next meeting

**Deadline for vendor invoice submissions**

- To be paid on the next warrant

**Holiday**



Checking Recon	Jun-17				
	Money Markt	Andro45053704	Andro45156092	And452054	Totals
	\$ 301,424.41	\$ 50,000.00	\$ 1,255,845.23	\$ 304.88	\$ 1,607,574.52
O/S Checks	\$ (386.09)	\$ (153,010.89)			\$ (153,396.98)
	\$ 301,038.32	\$ (103,010.89)	\$ 1,255,845.23	\$ 304.88	\$ 1,454,177.54
Computer/Manual Bal	\$ 304,636.59	\$ 1,154,485.18			\$ 1,459,121.77
Interest	\$ 46.45		\$ 347.67	\$ -	\$ 394.12
O/S Deposit J#39	\$ (1,095.77)		\$ (36.00)		\$ (1,131.77)
Deposit Tickets	\$ (89.96)		\$ 89.96		\$ -
Bad CK deposit	\$ 56.00		\$ (56.00)		\$ -
O/S Deposit J#43	\$ (2,514.99)		\$ (1,691.59)		\$ (4,206.58)
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
	\$ 301,038.32	\$ 1,154,485.18	\$ (1,345.96)	\$ -	\$ 1,454,177.54
Camden Bank Total	\$ 301,038.32				
Camden Bank Total	\$ 301,038.32				
	\$ (0.00)				
Andro Bank Total	\$ 1,153,139.22				
Andro Manual Total	\$ 1,153,139.22				
	\$ (0.00)				
Completed 8/3/17 Andro Teresa					
Completed 8/3/17 Camden Teresa					
Reviewed By:	Eri R.				

# Check Reconciliation

08/03/2017

Page 10

## Balancing Report

Bank: 4 Androscoggin Bank

Statement Date: 07/31/17

		--Status--	
Check	Type	Date	Payee
		Amount	Code
BEGINNING BALANCE.....		1,412,382.95	
+ DEPOSITS ON STMT....		317,697.57	52
+ INTEREST.....		347.67	1
+ OTHER CREDITS.....		11,381.87	6
- CASHED CHECKS.....		435,659.95	156
STATEMENT BALANCE.....		1,306,150.11	
+ OUTSTANDING DEPOSITS		1,727.59	2
- OUTSTANDING CHECKS..		153,010.89	52
+ OUTSTANDING OTHER		51.42	1
CHECKBOOK AT STMT DATE.		1,154,918.23	
+ OTHER DEPOSITS.....		57,458.65	5
CURRENT CHECKBOOK.....		1,212,376.88	



# Check Reconciliation

## Balancing Report

Bank: 2 Camden National

Statement Date: 07/31/17

COPY

		--Status--			
Check	Type	Date	Amount	Code	Payee
BEGINNING BALANCE.....			282,496.03		
+ DEPOSITS ON STMT....			18,881.93		15
+ INTEREST.....			46.45		1
STATEMENT BALANCE.....			301,424.41		
+ OUTSTANDING DEPOSITS			3,610.76		3
CHECKBOOK AT STMT DATE.			305,035.17		
+ OTHER DEPOSITS.....			362.20		2
CURRENT CHECKBOOK.....			305,397.37		

Town of Readfield  
Property Tax Receivable Reconciliation

July 2017 8/1/2017

**PERSONAL / LEDGER TAX PAYER ACCTS**

1999-2000	\$108.16	\$108.16	\$0.00
2000-2001	\$120.90	\$120.90	\$0.00
2001-2002	\$129.35	\$129.35	\$0.00
2002-2003	\$139.75	\$139.75	\$0.00
2003-2004	\$152.75	\$152.75	\$0.00
2004-2005	\$26.18	\$26.18	\$0.00
2005-2006	\$458.20	\$458.20	\$0.00
2006-2007	\$513.05	\$513.05	\$0.00
2007-2008	\$492.80	\$492.80	\$0.00
2008-2009	\$509.74	\$509.74	\$0.00
2009-2010	\$594.32	\$594.32	\$0.00
2010-11	\$505.64	\$505.64	\$0.00
2011-12	\$739.44	\$739.44	\$0.00
2012-13	\$709.08	\$709.08	\$0.00
2013-14	\$1,003.40	\$1,003.40	\$0.00
2014-15	\$1,235.54	\$1,235.54	\$0.00
2015-16	\$1,079.37	\$1,079.37	\$0.00
2016-17	\$1,571.78	\$1,571.78	\$0.00
2017-18	(\$50.14)	(\$50.14)	\$0.00

**REAL ESTATE**

2012-13	\$1,203.66	\$1,203.66	\$0.00
2014-15	\$0.00	\$0.00	\$0.00
2015-16	\$78,800.97	\$78,800.97	\$0.00
2016-17	\$195,914.67	\$196,400.49	(\$485.82) 8/3/2017
	Folsom credit to	\$195,914.67	(\$485.82) over payment Folsom Credited to 2017 Taxes 8/3/17
2017-18	(\$48,188.10)	(\$48,188.10)	\$0.00

Reviewed By: E. O.

Date: 8/14/2017

COPY

**Journal Summary List**All Journal Types  
July

Jrnl	Date	Type	Per	Expense	Revenue	G / L	Cash	Enc	Description
0001	07/05/17	CR	07	0.00	-4,948.36	-10,220.77	15,169.13	0.00	07/03/2017 C/R
0002	07/05/17	CR	07	0.00	-151.97	0.00	151.97	0.00	07/05/2017 R/R Deposit
0003	07/05/17	GJ	07	0.00	-126.00	0.00	126.00	0.00	Online Boats 7/1-3/17
0004	07/07/17	CR	07	0.00	-1,592.41	-4,316.42	5,908.83	0.00	07/05/2017 C/R
0005	07/13/17	AP	07	328,894.08	0.00	13,891.46	-342,785.54	0.00	07/07/17 A/P
0006	07/07/17	CR	07	0.00	-1,037.47	0.00	1,037.47	0.00	07/07/2017 R/R Deposit
0007	07/07/17	CR	07	0.00	-508.83	0.00	508.83	0.00	07/07/2017 R/R Deposit
0008	07/10/17	CR	07	0.00	-62,434.47	-13,575.62	76,010.09	0.00	07/07/2017 C/R
0009	07/12/17	PY	07	16,600.72	0.00	-613.10	-15,987.62	0.00	07/13/2017 Payroll
0010	07/11/17	CR	07	0.00	-8,620.14	-19,762.99	28,383.13	0.00	07/10/2017 C/R
0011	07/11/17	CR	07	0.00	-171.48	0.00	171.48	0.00	07/11/2017 R/R Deposit
0012	07/11/17	CR	07	0.00	-515.78	0.00	515.78	0.00	07/11/2017 R/R Deposit
0013	07/12/17	CR	07	0.00	-2,580.82	-33,209.84	35,790.66	0.00	07/11/2017 C/R
0014	07/13/17	CR	07	0.00	-4,551.37	-3,351.30	7,902.67	0.00	07/12/2017 C/R
0015	07/25/17	AP	07	140,754.72	0.00	7,519.98	-148,274.70	0.00	07/14/17 A/P
0016	07/13/17	GJ	07	0.00	0.00	-51.42	51.42	0.00	Beg Bal Adjustments
0017	07/13/17	GJ	07	0.00	0.00	13,045.04	-13,045.04	0.00	EOY AP Cash Adjustments
0018	07/14/17	CR	07	0.00	-4,661.45	-3,846.74	8,508.19	0.00	07/14/2017 C/R
0019	07/18/17	CR	07	0.00	-3,302.57	-3,429.13	6,731.70	0.00	07/17/2017 C/R
0020	07/18/17	CR	07	0.00	-2,593.45	-2,704.33	5,297.78	0.00	07/18/2017 C/R
0021	07/20/17	CR	07	0.00	-1,786.39	-10,370.20	12,156.59	0.00	07/19/2017 C/R
0022	07/20/17	CR	07	0.00	-180.76	0.00	180.76	0.00	07/20/2017 R/R Deposit
0023	07/20/17	CR	07	0.00	-88.49	0.00	88.49	0.00	07/20/2017 R/R Deposit
0024	07/20/17	CR	07	0.00	-327.43	0.00	327.43	0.00	07/20/2017 R/R Deposit
0025	07/20/17	CR	07	0.00	-90.29	0.00	90.29	0.00	07/20/2017 R/R Deposit
0026	07/20/17	CR	07	0.00	-82.24	0.00	82.24	0.00	07/20/2017 R/R Deposit
0027	07/20/17	CR	07	0.00	-123.48	0.00	123.48	0.00	07/20/2017 R/R Deposit
0028	07/20/17	CR	07	0.00	-665.45	0.00	665.45	0.00	07/20/2017 R/R Deposit
0029	07/25/17	CR	07	0.00	-22,711.76	-19,525.93	42,237.69	0.00	07/21/2017 C/R
0030	07/25/17	PY	07	16,095.75	0.00	189.38	-16,285.13	0.00	07/27/2017 Payroll
0031	07/25/17	CR	07	0.00	-9,428.17	-11,612.06	21,040.23	0.00	07/24/2017 C/R
0032	07/25/17	CR	07	0.00	-11.25	0.00	11.25	0.00	07/25/2017 R/R Deposit
0033	07/25/17	CR	07	0.00	-92.52	0.00	92.52	0.00	07/25/2017 R/R Deposit
0034	07/26/17	CR	07	0.00	-3,280.82	-6,694.00	9,974.82	0.00	07/25/2017 C/R
0035	07/26/17	GJ	07	0.00	0.00	0.00	0.00	0.00	Beg Bal Adjustments
0036	07/26/17	GJ	07	0.00	0.00	0.00	0.00	0.00	Beg Bal Adjustments
0037	07/26/17	GJ	07	0.00	0.00	6,773.99	-6,773.99	0.00	EOY AP Cash Adjustments
0038	07/31/17	CR	07	0.00	-8,813.96	-8,154.77	16,968.73	0.00	07/26/2017 C/R
0039	07/31/17	CR	07	0.00	-2,623.85	-6,640.73	9,264.58	0.00	07/28/2017 C/R
0040	07/31/17	CR	07	0.00	-411.57	0.00	411.57	0.00	07/31/2017 R/R Deposit
0041	07/31/17	CR	07	0.00	-23.96	0.00	23.96	0.00	07/31/2017 R/R Deposit
0042	07/31/17	CR	07	0.00	-295.85	0.00	295.85	0.00	07/31/2017 R/R Deposit
0043	07/31/17	CR	07	0.00	-6,118.77	-22,865.45	28,984.22	0.00	07/31/2017 C/R
0055	08/09/17	GJ	07	0.00	-400.99	0.87	400.12	0.00	Interest,Unemp,WC,TF, Acct
0061	08/11/17	GJ	07	0.00	0.00	0.00	0.00	0.00	Initial Budget
<b>Totals</b>				<b>502,345.27</b>	<b>-155,354.57</b>	<b>-139,524.08</b>	<b>-207,466.62</b>	<b>0.00</b>	

\* - Incorrect control entry

45 Journals Listed  
0 Out of Balance  
0 Expense Control Errors  
0 Revenue Control Errors  
0 Encumbrance Control Errors

Actual Date Between 07/01/2017 and 07/31/2017, Receipt Types:

1,2,3,4,5,6,7,8,9,10,11,22,23,24,25,26,29,31,32,33,35,43,44,45,46,47,48,49,50,51,52,53,54,55,57,58,59,60,64,67,68,70,73,81,90,91,92,93,94,95,96,97,98,99,190,800,801,802,803,804,890,891,893,894,895,896,901,999

**Receipt Summary**

Type	Count	Amount
2 BOATS	47	3,095.89
3 ATV AND SNOWMOBILES	16	687.25
5 SPORTING LICENSE	16	617.00
8 Boards	1	250.00
24 BEACH PERMIT	63	2,165.00
26 Beach Rental	3	130.00
29 VITAL RECORDS	9	282.00
31 FIRE DEPARTMENT	3	15,000.00
35 COPIES	8	15.50
43 MISCELLANEOUS	14	55,773.11
44 CEO/LPI PERMITS	15	1,833.20
45 GILE HALL	1	25.00
46 LIBRARY INCOME	2	494.79
47 PB-BOA LAND USE FEE	1	100.00
49 STATE REIMBURSEMENT	2	17,492.78
58 TRANS STATION FEES	343	4,687.50
59 TRANS STATION Other	2	575.54
70 HERITAGE DAYS / SOU	7	1,050.00
90 Real Estate Payment	210	133,823.82
91 Tax Lien Payment	21	23,830.04
92 Personal Property Payment	7	10,349.58
99 Motor Vehicle	274	58,251.32
800 Dog Registration	11	149.00
	1076	330,678.32

# Revenue Summary Report

Department(s): ALL  
July

Account	Budget Net	- C U R R M O N T H - Debits	Credits	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	5,764,259.00	95.89	131,027.63	130,931.74	5,633,327.26	2.27
25 - COMMUNITY SERVICES	29,580.00	0.00	564.79	564.79	29,015.21	1.91
30 - RECREATION, PARKS,& ACTIVITIES	21,782.00	0.00	3,595.00	3,595.00	18,187.00	16.50
40 - PROTECTION	25,000.00	0.00	15,000.00	15,000.00	10,000.00	60.00
60 - Roads & Drainage	45,000.00	0.00	0.00	0.00	45,000.00	0.00
65 - CAPITAL IMPROVEMENTS	10,975.00	0.00	0.00	0.00	10,975.00	0.00
70 - SOLID WASTE	181,636.00	0.00	5,263.04	5,263.04	176,372.96	2.90
90 - UNCLASSIFIED	20,940.00	0.00	0.00	0.00	20,940.00	0.00
95 - GENERAL ASSISTANCE	2,325.00	0.00	0.00	0.00	2,325.00	0.00
Final Totals	6,101,497.00	95.89	155,450.46	155,354.57	5,946,142.43	2.55

# Expense Summary Report

ALL Departments  
July

Account	Budget Net	- C U R R M O N T H - Debits	Credits	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVT	458,085.00	41,266.29	3,621.43	37,644.86	420,440.14	8.22
12 - Maintenance	169,895.00	8,613.56	0.00	8,613.56	161,281.44	5.07
15 - BOARDS & COM	9,300.00	134.97	0.00	134.97	9,165.03	1.45
20 - TOWN BLDG	0.00	1,392.23	1,392.23	0.00	0.00	---
25 - COMM SERVICE	57,135.00	7,767.18	0.00	7,767.18	49,367.82	13.59
30 - REC, PARKS/AT	40,486.00	4,291.45	0.00	4,291.45	36,194.55	10.60
40 - PROTECTION	180,875.00	15,724.25	0.00	15,724.25	165,150.75	8.69
50 - CEMETERIES	16,050.00	677.01	386.23	290.78	15,759.22	1.81
60 - Rds & Drain	373,950.00	282.43	267.39	15.04	373,934.96	0.00
65 - CAPITAL IMPR	260,812.00	0.00	0.00	0.00	260,812.00	0.00
70 - SOLID WASTE	282,576.00	9,021.21	0.00	9,021.21	273,554.79	3.19
75 - EDUCATION	3,527,596.00	302,579.99	0.00	302,579.99	3,225,016.01	8.58
80 - REGIONAL ORG	317,600.00	7,145.33	0.00	7,145.33	310,454.67	2.25
85 - DEBT SERVICE	328,824.00	109,116.65	0.00	109,116.65	219,707.35	33.18
90 - UNCLASSIFIED	73,663.00	0.00	0.00	0.00	73,663.00	0.00
95 - GENERAL ASST	4,650.00	0.00	0.00	0.00	4,650.00	0.00
Final Totals	6,101,497.00	508,012.55	5,667.28	502,345.27	5,599,151.73	8.23

**Exp / Rev Summary Report**  
ALL Departments  
July

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>10 GENERAL GOVT</b>					
<b>REVENUES</b>					
1011 R-PROP TAX	4,501,413.00	0.00	0.00	4,501,413.00	0.00
1012 P-PROP TAX	39,399.00	0.00	0.00	39,399.00	0.00
1013 STATE REV SH	135,000.00	13,583.78	13,583.78	121,416.22	10.06
1014 INT ON TAXES	20,000.00	6,316.11	6,316.11	13,683.89	31.58
1021 INVEST INC	3,000.00	394.99	394.99	2,605.01	13.17
1031 VETERAN EXMP	3,200.00	3,909.00	3,909.00	-709.00	122.16
1032 HOMESTD EXMP	146,040.00	0.00	0.00	146,040.00	0.00
1033 TREE GROWTH	9,800.00	0.00	0.00	9,800.00	0.00
1034 BETE Reimb	12,308.00	0.00	0.00	12,308.00	0.00
1051 BOAT EXCISE	7,500.00	727.60	727.60	6,772.40	9.70
1052 MOTOR VEH	460,000.00	47,396.75	47,396.75	412,603.25	10.30
1053 AGENT FEE	9,500.00	953.00	953.00	8,547.00	10.03
1054 NEWSLETTER	250.00	0.00	0.00	250.00	0.00
1065 CERT COPY F	1,300.00	251.20	251.20	1,048.80	19.32
1090 OTHER INCOME	500.00	55,788.61	55,788.61	-55,288.61	11157.72
1095 Heating Asst	1,500.00	0.00	0.00	1,500.00	0.00
3010 PLUMBING FEE	5,000.00	680.00	680.00	4,320.00	13.60
3020 LAND USE FEE	6,000.00	930.70	930.70	5,069.30	15.51
5000 Use Undesign	217,731.00	0.00	0.00	217,731.00	0.00
5001 Use Carryfor	184,818.00	0.00	0.00	184,818.00	0.00
Revenue Total	5,764,259.00	130,931.74	130,931.74	5,633,327.26	2.27
<b>EXPENSES</b>					
<b>10 Admin</b>	<b>259,945.00</b>	<b>17,249.55</b>	<b>17,249.55</b>	<b>242,695.45</b>	<b>6.64</b>
10 ADMIN	49,520.00	2,299.88	2,299.88	47,220.12	4.64
15 INSURANCE	0.00	467.40	467.40	-467.40	0.00
20 PERSONNEL	181,800.00	13,470.97	13,470.97	168,329.03	7.41
25 STIPEND	4,550.00	0.00	0.00	4,550.00	0.00
40 UTILITIES	4,700.00	471.30	471.30	4,228.70	10.03
50 CONTRACT SVC	17,875.00	540.00	540.00	17,335.00	3.02
60 EQUIP O,R &M	1,500.00	0.00	0.00	1,500.00	0.00
<b>12 Insurance</b>	<b>128,130.00</b>	<b>16,652.55</b>	<b>16,652.55</b>	<b>111,477.45</b>	<b>13.00</b>
15 INSURANCE	128,130.00	16,652.55	16,652.55	111,477.45	13.00
<b>15 Office Equip</b>	<b>3,350.00</b>	<b>237.66</b>	<b>237.66</b>	<b>3,112.34</b>	<b>7.09</b>
10 ADMIN	350.00	76.25	76.25	273.75	21.79
60 EQUIP O,R &M	2,050.00	161.41	161.41	1,888.59	7.87
65 EQUIP REPLAC	950.00	0.00	0.00	950.00	0.00
<b>20 Assessing</b>	<b>24,655.00</b>	<b>1,200.00</b>	<b>1,200.00</b>	<b>23,455.00</b>	<b>4.87</b>
10 ADMIN	150.00	0.00	0.00	150.00	0.00
20 PERSONNEL	7,105.00	0.00	0.00	7,105.00	0.00
50 CONTRACT SVC	17,400.00	1,200.00	1,200.00	16,200.00	6.90
<b>30 Code Enforce</b>	<b>36,505.00</b>	<b>2,305.10</b>	<b>2,305.10</b>	<b>34,199.90</b>	<b>6.31</b>
10 ADMIN	100.00	0.00	0.00	100.00	0.00
20 PERSONNEL	36,405.00	2,305.10	2,305.10	34,099.90	6.33
<b>50 MUNI MAINT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
15 INSURANCE	0.00	0.00	0.00	0.00	0.00
20 PERSONNEL	0.00	0.00	0.00	0.00	0.00
40 UTILITIES	0.00	0.00	0.00	0.00	0.00
60 EQUIP O,R &M	0.00	0.00	0.00	0.00	0.00
<b>60 Grant/Plan</b>	<b>4,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0.00</b>
10 ADMIN	4,000.00	0.00	0.00	4,000.00	0.00

## Exp / Rev Summary Report

ALL Departments  
July

Account	Budget	Current Month	Year To Date	Balance	Percent
10 GENERAL GOVT CONT'D					
<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	458,085.00	37,644.86	37,644.86	420,440.14	8.22
<b>Net Profit / (Loss)</b>	<b>5,306,174.00</b>	<b>93,286.88</b>	<b>93,286.88</b>	<b>(5,212,887.12)</b>	

## 12 Maintenance

## EXPENSES

<b>10 Gen Maint</b>	<b>83,825.00</b>	<b>6,953.94</b>	<b>6,953.94</b>	<b>76,871.06</b>	<b>8.30</b>
10 ADMIN	125.00	0.00	0.00	125.00	0.00
15 INSURANCE	0.00	446.45	446.45	-446.45	0.00
20 PERSONNEL	81,600.00	5,923.08	5,923.08	75,676.92	7.26
40 UTILITIES	600.00	50.00	50.00	550.00	8.33
60 EQUIP O,R &M	550.00	534.41	534.41	15.59	97.17
65 EQUIP REPLAC	900.00	0.00	0.00	900.00	0.00
70 BUILDING O&M	50.00	0.00	0.00	50.00	0.00
<b>20 Bldg Maint</b>	<b>29,470.00</b>	<b>1,392.23</b>	<b>1,392.23</b>	<b>28,077.77</b>	<b>4.72</b>
40 UTILITIES	19,360.00	552.23	552.23	18,807.77	2.85
65 EQUIP REPLAC	0.00	0.00	0.00	0.00	0.00
70 BUILDING O&M	10,110.00	840.00	840.00	9,270.00	8.31
<b>30 Veh Maint</b>	<b>46,600.00</b>	<b>267.39</b>	<b>267.39</b>	<b>46,332.61</b>	<b>0.57</b>
60 EQUIP O,R &M	11,500.00	267.39	267.39	11,232.61	2.33
65 EQUIP REPLAC	35,100.00	0.00	0.00	35,100.00	0.00
<b>40 Interlocal W</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>
20 PERSONNEL	2,000.00	0.00	0.00	2,000.00	0.00
60 EQUIP O,R &M	4,000.00	0.00	0.00	4,000.00	0.00
80 PUBLIC WAYS	4,000.00	0.00	0.00	4,000.00	0.00
Expense Total	169,895.00	8,613.56	8,613.56	161,281.44	5.07
<b>Net Profit / (Loss)</b>	<b>(169,895.00)</b>	<b>(8,613.56)</b>	<b>(8,613.56)</b>	<b>161,281.44</b>	

## 15 BOARDS &amp; COM

## EXPENSES

<b>10 Appeals Brd</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>
10 ADMIN	100.00	0.00	0.00	100.00	0.00
<b>30 Consv Comm</b>	<b>7,750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,750.00</b>	<b>0.00</b>
10 ADMIN	700.00	0.00	0.00	700.00	0.00
55 COMMUNITY SV	650.00	0.00	0.00	650.00	0.00
80 PUBLIC WAYS	6,400.00	0.00	0.00	6,400.00	0.00
<b>40 Planning Brd</b>	<b>1,450.00</b>	<b>134.97</b>	<b>134.97</b>	<b>1,315.03</b>	<b>9.31</b>
10 ADMIN	0.00	74.36	74.36	-74.36	0.00
20 PERSONNEL	1,450.00	60.61	60.61	1,389.39	4.18
Expense Total	9,300.00	134.97	134.97	9,165.03	1.45
<b>Net Profit / (Loss)</b>	<b>(9,300.00)</b>	<b>(134.97)</b>	<b>(134.97)</b>	<b>9,165.03</b>	

## 20 TOWN BLDG

## EXPENSES

<b>10 Fire Station</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
40 UTILITIES	0.00	0.00	0.00	0.00	0.00



**Exp / Rev Summary Report**  
ALL Departments  
July

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>20 TOWN BLDG CONT'D</b>					
70 BUILDING O&M	0.00	0.00	0.00	0.00	0.00
<b>20 Gile Hall</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
40 UTILITIES	0.00	0.00	0.00	0.00	0.00
70 BUILDING O&M	0.00	0.00	0.00	0.00	0.00
<b>30 Library</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
40 UTILITIES	0.00	0.00	0.00	0.00	0.00
Expense Total	0.00	0.00	0.00	0.00	0.00
<b>Net Profit / (Loss)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(0.00)</b>	
<b>25 COMM SERVICE</b>					
<b>REVENUES</b>					
1010 ACO DOG FEES	1,500.00	70.00	70.00	1,430.00	4.67
4005 LIB DONATION	655.00	450.00	450.00	205.00	68.70
4010 LIB SALE PRD	1,000.00	0.00	0.00	1,000.00	0.00
4015 LIB Contrib	375.00	44.79	44.79	330.21	11.94
4020 Lib nonres P	50.00	0.00	0.00	50.00	0.00
5010 CATV FRANCHS	26,000.00	0.00	0.00	26,000.00	0.00
Revenue Total	29,580.00	564.79	564.79	29,015.21	1.91
<b>EXPENSES</b>					
<b>10 Animal Cntrl</b>	<b>11,420.00</b>	<b>1,203.11</b>	<b>1,203.11</b>	<b>10,216.89</b>	<b>10.54</b>
10 ADMIN	50.00	0.00	0.00	50.00	0.00
20 PERSONNEL	4,020.00	170.40	170.40	3,849.60	4.24
40 UTILITIES	150.00	0.00	0.00	150.00	0.00
50 CONTRACT SVC	4,350.00	1,032.71	1,032.71	3,317.29	23.74
65 EQUIP REPLAC	100.00	0.00	0.00	100.00	0.00
95 Contingency	2,750.00	0.00	0.00	2,750.00	0.00
<b>20 K Land Trust</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
55 COMMUNITY SV	250.00	0.00	0.00	250.00	0.00
<b>25 KVCOG</b>	<b>4,295.00</b>	<b>4,295.00</b>	<b>4,295.00</b>	<b>0.00</b>	<b>100.00</b>
45 ASSESSMENTS	4,295.00	4,295.00	4,295.00	0.00	100.00
<b>30 Age Friendly</b>	<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.00</b>
55 COMMUNITY SV	2,000.00	0.00	0.00	2,000.00	0.00
<b>40 Library</b>	<b>26,090.00</b>	<b>1,776.40</b>	<b>1,776.40</b>	<b>24,313.60</b>	<b>6.81</b>
10 ADMIN	675.00	18.00	18.00	657.00	2.67
20 PERSONNEL	18,000.00	1,357.24	1,357.24	16,642.76	7.54
40 UTILITIES	1,315.00	20.02	20.02	1,294.98	1.52
55 COMMUNITY SV	6,100.00	381.14	381.14	5,718.86	6.25
<b>50 Readfield TV</b>	<b>6,830.00</b>	<b>12.93</b>	<b>12.93</b>	<b>6,817.07</b>	<b>0.19</b>
10 ADMIN	0.00	12.93	12.93	-12.93	0.00
20 PERSONNEL	230.00	0.00	0.00	230.00	0.00
25 STIPEND	3,000.00	0.00	0.00	3,000.00	0.00
65 EQUIP REPLAC	3,600.00	0.00	0.00	3,600.00	0.00
<b>60 Street Light</b>	<b>6,000.00</b>	<b>479.74</b>	<b>479.74</b>	<b>5,520.26</b>	<b>8.00</b>
55 COMMUNITY SV	6,000.00	479.74	479.74	5,520.26	8.00
<b>90 Maran Dam</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
10 ADMIN	250.00	0.00	0.00	250.00	0.00
Expense Total	57,135.00	7,767.18	7,767.18	49,367.82	13.59

# Exp / Rev Summary Report

ALL Departments  
July

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>Net Profit / (Loss)</b>	<b>(27,555.00)</b>	<b>(7,202.39)</b>	<b>(7,202.39)</b>	<b>20,352.61</b>	
<b>30 REC,PARKS/AT</b>					
<b>REVENUES</b>					
1010 BEACH INCOME	9,142.00	2,295.00	2,295.00	6,847.00	25.10
2021 RB BB	2,966.00	0.00	0.00	2,966.00	0.00
2022 RB SOCCER	2,125.00	0.00	0.00	2,125.00	0.00
2024 RB Basketbal	3,330.00	0.00	0.00	3,330.00	0.00
2025 RB OTHER REC	600.00	0.00	0.00	600.00	0.00
2026 RB Softball	1,540.00	0.00	0.00	1,540.00	0.00
2073 HD SALES	0.00	1,050.00	1,050.00	-1,050.00	0.00
7010 Trails	0.00	250.00	250.00	-250.00	0.00
8010 Millstream	2,079.00	0.00	0.00	2,079.00	0.00
Revenue Total	21,782.00	3,595.00	3,595.00	18,187.00	16.50
<b>EXPENSES</b>					
<b>10 BEACH</b>	<b>9,142.00</b>	<b>2,534.06</b>	<b>2,534.06</b>	<b>6,607.94</b>	<b>27.72</b>
10 ADMIN	225.00	0.00	0.00	225.00	0.00
20 PERSONNEL	7,732.00	2,519.02	2,519.02	5,212.98	32.58
40 UTILITIES	435.00	15.04	15.04	419.96	3.46
60 EQUIP O,R &M	350.00	0.00	0.00	350.00	0.00
70 BUILDING O&M	400.00	0.00	0.00	400.00	0.00
<b>20 REC BOARD</b>	<b>10,561.00</b>	<b>733.00</b>	<b>733.00</b>	<b>9,828.00</b>	<b>6.94</b>
30 RECREATION	10,561.00	733.00	733.00	9,828.00	6.94
<b>25 HERITAGE DAY</b>	<b>10,000.00</b>	<b>717.39</b>	<b>717.39</b>	<b>9,282.61</b>	<b>7.17</b>
10 ADMIN	0.00	21.39	21.39	-21.39	0.00
30 RECREATION	10,000.00	696.00	696.00	9,304.00	6.96
<b>70 Trails</b>	<b>2,483.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,483.00</b>	<b>0.00</b>
80 PUBLIC WAYS	2,483.00	0.00	0.00	2,483.00	0.00
<b>80 Millstream</b>	<b>8,300.00</b>	<b>307.00</b>	<b>307.00</b>	<b>7,993.00</b>	<b>3.70</b>
30 RECREATION	8,300.00	307.00	307.00	7,993.00	3.70
Expense Total	40,486.00	4,291.45	4,291.45	36,194.55	10.60
<b>Net Profit / (Loss)</b>	<b>(18,704.00)</b>	<b>(696.45)</b>	<b>(696.45)</b>	<b>18,007.55</b>	

## 40 PROTECTION

<b>REVENUES</b>					
3500 Tower Sites	25,000.00	15,000.00	15,000.00	10,000.00	60.00
Revenue Total	25,000.00	15,000.00	15,000.00	10,000.00	60.00
<b>EXPENSES</b>					
<b>10 FIRE DEPART</b>	<b>87,650.00</b>	<b>893.39</b>	<b>893.39</b>	<b>86,756.61</b>	<b>1.02</b>
10 ADMIN	4,600.00	0.00	0.00	4,600.00	0.00
15 INSURANCE	900.00	850.00	850.00	50.00	94.44
20 PERSONNEL	30,050.00	0.00	0.00	30,050.00	0.00
25 STIPEND	7,200.00	0.00	0.00	7,200.00	0.00
40 UTILITIES	500.00	43.39	43.39	456.61	8.68
50 CONTRACT SVC	3,900.00	0.00	0.00	3,900.00	0.00
60 EQUIP O,R &M	37,000.00	0.00	0.00	37,000.00	0.00
65 EQUIP REPLAC	3,500.00	0.00	0.00	3,500.00	0.00
<b>15 FIRE EQUIP</b>	<b>8,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,000.00</b>	<b>0.00</b>
65 EQUIP REPLAC	8,000.00	0.00	0.00	8,000.00	0.00

# Exp / Rev Summary Report

ALL Departments  
July

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>40 PROTECTION CONT'D</b>					
<b>20 AMBULANCE</b>	<b>25,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,400.00</b>	<b>0.00</b>
55 COMMUNITY SV	25,400.00	0.00	0.00	25,400.00	0.00
<b>30 WATER HOLES</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>
55 COMMUNITY SV	500.00	0.00	0.00	500.00	0.00
<b>35 Tower Sites</b>	<b>27,000.00</b>	<b>61.44</b>	<b>61.44</b>	<b>26,938.56</b>	<b>0.23</b>
40 UTILITIES	750.00	61.44	61.44	688.56	8.19
50 CONTRACT SVC	25,750.00	0.00	0.00	25,750.00	0.00
60 EQUIP O,R &M	500.00	0.00	0.00	500.00	0.00
<b>40 Dispatching</b>	<b>30,200.00</b>	<b>14,769.42</b>	<b>14,769.42</b>	<b>15,430.58</b>	<b>48.91</b>
50 CONTRACT SVC	30,200.00	14,769.42	14,769.42	15,430.58	48.91
<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>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.00</b>
60 EQUIP O,R &M	2,000.00	0.00	0.00	2,000.00	0.00
Expense Total	180,875.00	15,724.25	15,724.25	165,150.75	8.69
<b>Net Profit / (Loss)</b>	<b>(155,875.00)</b>	<b>(724.25)</b>	<b>(724.25)</b>	<b>155,150.75</b>	

## 50 CEMETERIES

### EXPENSES

<b>10 CEMETERIES</b>	<b>16,050.00</b>	<b>290.78</b>	<b>290.78</b>	<b>15,759.22</b>	<b>1.81</b>
10 ADMIN	75.00	0.00	0.00	75.00	0.00
20 PERSONNEL	0.00	0.00	0.00	0.00	0.00
50 CONTRACT SVC	8,500.00	0.00	0.00	8,500.00	0.00
55 COMMUNITY SV	350.00	0.00	0.00	350.00	0.00
70 BUILDING O&M	775.00	0.00	0.00	775.00	0.00
80 PUBLIC WAYS	4,100.00	290.78	290.78	3,809.22	7.09
95 Contingency	2,250.00	0.00	0.00	2,250.00	0.00
Expense Total	16,050.00	290.78	290.78	15,759.22	1.81
<b>Net Profit / (Loss)</b>	<b>(16,050.00)</b>	<b>(290.78)</b>	<b>(290.78)</b>	<b>15,759.22</b>	

## 60 Rds & Drain

### REVENUES

2010 LOCAL ROAD	35,000.00	0.00	0.00	35,000.00	0.00
2030 SIGNS	0.00	0.00	0.00	0.00	0.00
7010 Interlocal	10,000.00	0.00	0.00	10,000.00	0.00
Revenue Total	45,000.00	0.00	0.00	45,000.00	0.00

### EXPENSES

<b>10 Road Maint</b>	<b>117,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>117,500.00</b>	<b>0.00</b>
80 PUBLIC WAYS	117,500.00	0.00	0.00	117,500.00	0.00
<b>40 Winter Maint</b>	<b>256,450.00</b>	<b>15.04</b>	<b>15.04</b>	<b>256,434.96</b>	<b>0.01</b>
40 UTILITIES	450.00	15.04	15.04	434.96	3.34
70 BUILDING O&M	500.00	0.00	0.00	500.00	0.00
80 PUBLIC WAYS	255,500.00	0.00	0.00	255,500.00	0.00
<b>60 Vehicle Mnt</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
60 EQUIP O,R &M	0.00	0.00	0.00	0.00	0.00
Expense Total	373,950.00	15.04	15.04	373,934.96	0.00

# Exp / Rev Summary Report

ALL Departments

July

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>Net Profit / (Loss)</b>	<b>(328,950.00)</b>	<b>(15.04)</b>	<b>(15.04)</b>	<b>328,934.96</b>	
<b>65 CAPITAL IMPR</b>					
<b>REVENUES</b>					
6570 Transfer Sta	10,975.00	0.00	0.00	10,975.00	0.00
Revenue Total	10,975.00	0.00	0.00	10,975.00	0.00
<b>EXPENSES</b>					
<b>20 Gile Hall</b>	<b>24,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24,000.00</b>	<b>0.00</b>
80 PUBLIC WAYS	24,000.00	0.00	0.00	24,000.00	0.00
<b>25 Parks/Rec</b>	<b>7,762.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,762.00</b>	<b>0.00</b>
80 PUBLIC WAYS	7,762.00	0.00	0.00	7,762.00	0.00
<b>50 Sidewalks</b>	<b>45,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45,000.00</b>	<b>0.00</b>
80 PUBLIC WAYS	45,000.00	0.00	0.00	45,000.00	0.00
<b>55 Roads</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>
80 PUBLIC WAYS	15,000.00	0.00	0.00	15,000.00	0.00
<b>65 Equipment</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.00</b>
65 EQUIP REPLAC	5,000.00	0.00	0.00	5,000.00	0.00
<b>70 Transfer Sta</b>	<b>39,050.00</b>	<b>0.00</b>	<b>0.00</b>	<b>39,050.00</b>	<b>0.00</b>
10 ADMIN	19,050.00	0.00	0.00	19,050.00	0.00
80 PUBLIC WAYS	20,000.00	0.00	0.00	20,000.00	0.00
<b>90 Maran Dam</b>	<b>125,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>125,000.00</b>	<b>0.00</b>
80 PUBLIC WAYS	125,000.00	0.00	0.00	125,000.00	0.00
Expense Total	260,812.00	0.00	0.00	260,812.00	0.00
<b>Net Profit / (Loss)</b>	<b>(249,837.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>249,837.00</b>	

## 70 SOLID WASTE

<b>REVENUES</b>					
7010 TS FEES	35,000.00	4,687.50	4,687.50	30,312.50	13.39
7023 TS RECYC MTL	8,000.00	0.00	0.00	8,000.00	0.00
7025 TS RECYC OTH	500.00	8.00	8.00	492.00	1.60
7026 TS Single So	500.00	567.54	567.54	-67.54	113.51
7040 Com Haulers	450.00	0.00	0.00	450.00	0.00
7089 TS Fayette	63,412.00	0.00	0.00	63,412.00	0.00
7090 TS REV-WAYNE	73,774.00	0.00	0.00	73,774.00	0.00
Revenue Total	181,636.00	5,263.04	5,263.04	176,372.96	2.90
<b>EXPENSES</b>					
<b>10 TRANSFER STA</b>	<b>277,376.00</b>	<b>9,021.21</b>	<b>9,021.21</b>	<b>268,354.79</b>	<b>3.25</b>
10 ADMIN	3,825.00	150.00	150.00	3,675.00	3.92
15 INSURANCE	32,696.00	2,409.76	2,409.76	30,286.24	7.37
20 PERSONNEL	75,055.00	6,046.55	6,046.55	69,008.45	8.06
40 UTILITIES	4,400.00	155.66	155.66	4,244.34	3.54
50 CONTRACT SVC	156,450.00	73.44	73.44	156,376.56	0.05
60 EQUIP O,R &M	1,750.00	185.80	185.80	1,564.20	10.62
70 BUILDING O&M	1,100.00	0.00	0.00	1,100.00	0.00
80 PUBLIC WAYS	2,100.00	0.00	0.00	2,100.00	0.00
<b>50 BACKHOE</b>	<b>5,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,200.00</b>	<b>0.00</b>
60 EQUIP O,R &M	5,200.00	0.00	0.00	5,200.00	0.00
Expense Total	282,576.00	9,021.21	9,021.21	273,554.79	3.19

# Exp / Rev Summary Report

ALL Departments  
July

Account	Budget	Current Month	Year To Date	Balance	Percent
<b>Net Profit / (Loss)</b>	<b>(100,940.00)</b>	<b>(3,758.17)</b>	<b>(3,758.17)</b>	<b>97,181.83</b>	
<b>75 EDUCATION</b>					
EXPENSES					
<b>10 RSU#38</b>	<b>3,527,596.00</b>	<b>302,579.99</b>	<b>302,579.99</b>	<b>3,225,016.01</b>	<b>8.58</b>
45 ASSESSMENTS	3,527,596.00	302,579.99	302,579.99	3,225,016.01	8.58
Expense Total	3,527,596.00	302,579.99	302,579.99	3,225,016.01	8.58
<b>Net Profit / (Loss)</b>	<b>(3,527,596.00)</b>	<b>(302,579.99)</b>	<b>(302,579.99)</b>	<b>3,225,016.01</b>	
<b>80 REGIONAL ORG</b>					
EXPENSES					
<b>10 COBBOSSEE WD</b>	<b>22,000.00</b>	<b>7,145.33</b>	<b>7,145.33</b>	<b>14,854.67</b>	<b>32.48</b>
45 ASSESSMENTS	22,000.00	7,145.33	7,145.33	14,854.67	32.48
<b>20 KENNEBEC CTY</b>	<b>270,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>270,000.00</b>	<b>0.00</b>
45 ASSESSMENTS	270,000.00	0.00	0.00	270,000.00	0.00
<b>40 First Park</b>	<b>25,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,600.00</b>	<b>0.00</b>
12 FINANCIAL	25,600.00	0.00	0.00	25,600.00	0.00
Expense Total	317,600.00	7,145.33	7,145.33	310,454.67	2.25
<b>Net Profit / (Loss)</b>	<b>(317,600.00)</b>	<b>(7,145.33)</b>	<b>(7,145.33)</b>	<b>310,454.67</b>	
<b>85 DEBT SERVICE</b>					
EXPENSES					
<b>10 Fire Truck</b>	<b>56,857.00</b>	<b>0.00</b>	<b>0.00</b>	<b>56,857.00</b>	<b>0.00</b>
12 FINANCIAL	56,857.00	0.00	0.00	56,857.00	0.00
<b>25 '13 Road Bnd</b>	<b>109,117.00</b>	<b>109,116.65</b>	<b>109,116.65</b>	<b>0.35</b>	<b>100.00</b>
12 FINANCIAL	109,117.00	109,116.65	109,116.65	0.35	100.00
<b>70 '08 Road Bnd</b>	<b>162,850.00</b>	<b>0.00</b>	<b>0.00</b>	<b>162,850.00</b>	<b>0.00</b>
12 FINANCIAL	162,850.00	0.00	0.00	162,850.00	0.00
Expense Total	328,824.00	109,116.65	109,116.65	219,707.35	33.18
<b>Net Profit / (Loss)</b>	<b>(328,824.00)</b>	<b>(109,116.65)</b>	<b>(109,116.65)</b>	<b>219,707.35</b>	
<b>90 UNCLASSIFIED</b>					
REVENUES					
1250 First Park	10,000.00	0.00	0.00	10,000.00	0.00
3010 Snowmobile F	940.00	0.00	0.00	940.00	0.00
4010 REF	10,000.00	0.00	0.00	10,000.00	0.00
Revenue Total	20,940.00	0.00	0.00	20,940.00	0.00
EXPENSES					
<b>10 Abate/Overly</b>	<b>16,891.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,891.00</b>	<b>0.00</b>
90 ABATEMENTS	16,891.00	0.00	0.00	16,891.00	0.00
<b>20 NON-PROFIT</b>	<b>10,832.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,832.00</b>	<b>0.00</b>
10 ADMIN	10,832.00	0.00	0.00	10,832.00	0.00
<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>940.00</b>	<b>0.00</b>	<b>0.00</b>	<b>940.00</b>	<b>0.00</b>
30 RECREATION	940.00	0.00	0.00	940.00	0.00

**Exp / Rev Summary Report**  
ALL Departments  
July

Account	Budget	Current Month	Year To Date	Balance	Percent
90 UNCLASSIFIED CONT'D					
<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>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>
50 CONTRACT SVC	10,000.00	0.00	0.00	10,000.00	0.00
Expense Total	73,663.00	0.00	0.00	73,663.00	0.00
<b>Net Profit / (Loss)</b>	<b>(52,723.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>52,723.00</b>	
95 GENERAL ASST					
REVENUES					
1010 GA ST REIMB	2,325.00	0.00	0.00	2,325.00	0.00
Revenue Total	2,325.00	0.00	0.00	2,325.00	0.00
EXPENSES					
<b>10 GENERAL ASST</b>	<b>4,650.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,650.00</b>	<b>0.00</b>
10 ADMIN	1,150.00	0.00	0.00	1,150.00	0.00
40 UTILITIES	3,500.00	0.00	0.00	3,500.00	0.00
Expense Total	4,650.00	0.00	0.00	4,650.00	0.00
<b>Net Profit / (Loss)</b>	<b>(2,325.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>2,325.00</b>	

## Readfield Trails Committee Minutes

May 23, 2017

Present: Gary Keilty, Ann Keilty, Nancy Buker, Ken Clark, Greg Durgin, Holly Rahmlow, Becky Walsh

Excused: Romaine Turyn, Jeanne Harris, Bob Harris, Rob Peale

The meeting was called to order at 6:30 p.m.

Nancy led a discussion on minutes' corrections. Greg moved they be approved as corrected, everyone seconded and approved.

The treasurer was absent, but Greg reported the balance as \$1,029.98.

Greg has written an article for the Messenger about Trails Day. We agreed to meet at the head of trails with water and a map. Greg also asked Robin to put it on the website, which she did. Gary, Ann, Ken and Greg volunteered to be at the trailhead.

Becky brought in some information on ticks and rabies to put in the information kiosks at the school and fairgrounds. She also got some handouts and tick spoons to give out to hikers.

If it's pouring rain, the volunteers will go home.

Ann said that the Torsey Church Community Day had a good turnout, and maps and information were distributed.

Kents Hill work day was supposed to be very rainy but it wasn't all day. A culvert was put in on the Fairgrounds Trail. Gary had high praise for the kids, and he and Ann congratulated Greg on his good work. There was discussion about conditions on the trails and community contributions.

Gary updated the status of the parking lot and a possible trail around it. He met with Eric, who sees an opportunity to perhaps enlarge the parking lot which might interfere with a trail, so Eric wants to reassess the project and take it to the new ad hoc committee.

There was discussion about the Planning Board's role in the initial setup of the ball fields, parking lot and the porta potty's placement.

Gary led discussions on the Town Warrant, which includes articles for the Church Road sidewalk, which is article 17, and for Trails, which is number 12.

Robin suggested to Gary the possibility of the town's videographer Bill Sterrit doing a virtual tour of the trails. Ken volunteered to do it. He will read up on the history for the voiceover.

Gary talked to the Maranacook Community School superintendent. He said she'd like to set up an appointment with Trails re the new maintenance superintendent. Apparently the previous maintenance supervisor said we could use a small part of the parking area at the school bus garage as parking for people hiking the proposed Esker Trail.

The possibility of a trail on Readfield Water District land is on hold, as the district needs to put in another well.

Greg asked about how the postponement of the Water District trail would affect grants that will be submitted this fall. The funds may be moved to other projects.

Nancy asked about the piles of blue stone, which are in a bad spot. The stones at the dump belong to the town.

We discussed the impending changes to the Trails Committee. Romaine is going off, as are Gary and Ann. We are supposed to have 13 members, but it's unrealistic. Greg suggested that it would be good if we could get up to nine, which would be two new members. Everyone is encouraged to talk up the committee.

Meeting ended with stories. Greg told about nearly running into people playing Pokemon on their phones on the trail. Nancy told about people stopping at the same place at her house at the same time.

Ken passed out the updated strategic plan, into which he incorporated the things that we already accomplished as well as the new ideas.

Nancy mentioned that they have put a motion-sensor light on their snowmobile kiosk and that it's worked out really well. She asked if we might be interested in doing something similar for the Trails' kiosks.

Greg moved the meeting adjourn at 7:40 p.m.; Ann seconded. Passed unanimously.

Minutes prepared and submitted by Holly Rahmlow



# **UNFINISHED BUSINESS**

**Eric Dyer**

---

**From:** Collins, Kristin M. <KCollins@preti.com>  
**Sent:** Wednesday, August 02, 2017 11:15 AM  
**To:** Eric Dyer  
**Subject:** FW: Town of Readfield/Karsten  
**Attachments:** Corrective Deed - Town of Readfield-Karsten.pdf

Eric,

Please see the email thread below. Atty. Backer would like the Selectmen to sign a corrective deed to the heirs that references the older of the two tax lien certificates. I explained to him that the more recent lien mentioned in the original deed is just to describe the property and that the quitclaim deed by its nature releases any claim the Town might have under any instrument. However, he still would like the attached recorded.

If okay with you, please forward to the Selectmen and then, once signed, to Atty. Backer for recording.

Thanks,  
Kristin

Kristin M. Collins  
Attorney

**PretiFlaherty**

**From:** David J. Backer [mailto:DBacker@dwmlaw.com]  
**Sent:** Tuesday, August 01, 2017 3:36 PM  
**To:** Collins, Kristin M.  
**Subject:** RE: Town of Readfield/Karsten

This message was sent securely using ZixCorp.

Kristin - -

Please see the attached corrective deed that we request you forward to the town for signature. If Eric wants to return the signed/notarized deed to me, I'll forward it for recording.

**David J. Backer**  
Attorney

207.253.0529 Direct  
DBacker@dwmlaw.com

84 Marginal Way, Suite 600, Portland, ME 04101-2480  
800.727.1941 | 207.772.3627 Fax | dwmlaw.com

**Drummond**  
ATTORNEYS AT LAW

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**From:** Collins, Kristin M. [mailto:KCollins@preti.com]  
**Sent:** Monday, July 31, 2017 10:36 AM  
**To:** David J. Backer  
**Subject:** RE: Town of Readfield/Karsten

David,  
Please feel free to draft up the corrective deed you seek and I'll review and pass on to my client.

Thanks,

Kristin

**Kristin M. Collins**

Attorney

PretiFlaherty

**From:** David J. Backer [mailto:DBacker@dwmlaw.com]

**Sent:** Friday, July 28, 2017 2:33 PM

**To:** Collins, Kristin M.

**Subject:** Town of Readfield/Karsten

Kristin --

As a follow up to our conversation yesterday, our real estate folks seem to have a slight difference of opinion than you with regard to whether the Municipal Deed as recorded (see attached) is sufficient to release the 2014 Tax Lien Certificate recorded on 8/31/15 (also attached). There is some concern that by having the deed reference only one of the Tax Lien Certificates there is ambiguity as to whether the Town intended to release the other Tax Lien Certificate as well. Would you mind preparing another deed that references all recorded liens and that contains language stating that the new deed is intended to correct and confirm the prior deed in which not all of the record liens were referenced?

Thanks very much. If you'd like to discuss it, I'd prefer that the conversation be with my colleague Rick Shinay. A conversation with Rick would be far more cogent than a conversation with me. But, in the interest of time, a new deed is likely the easier route . . . if you don't mind.

Thanks very much.

**David J. Backer**

Attorney

207.253.0529 Direct

[DBacker@dwmlaw.com](mailto:DBacker@dwmlaw.com)

84 Marginal Way, Suite 600, Portland, ME 04101-2480

800.727.1941 | 207.772.3627 Fax | [dwmlaw.com](http://dwmlaw.com)

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**CORRECTIVE AND CONFIRMATORY  
MUNICIPAL QUITCLAIM DEED**

The **INHABITANTS OF THE MUNICIPALITY OF READFIELD**, also known as the Town of Readfield, a body corporate, located in Kennebec County, Maine, for consideration paid, releases to Wendy Karsten-Beck, PO Box 456, Kents Hill, ME 04349, Alexander Karsten, 1390 Market Street, Apt 2918, San Francisco, CA 94102, and Charles C. Karsten, II, PO Box 269, Geneva, NY 14456 (the "Grantees"), a certain lot or parcel of land located in Readfield, Kennebec County, Maine, more particularly described in the following instruments:

1. Tax Lien Certificate dated August 31, 2015, recorded in the Kennebec County Registry of Deeds in Book 12089, Page 196; and
2. Tax Lien Certificate dated August 31, 2016, recorded in the Kennebec County Registry of Deeds in Book 12396, Page 314.

Title having vested in the Inhabitants of the Municipality of Readfield through the statutory foreclosure of the above-referenced Tax Lien Certificates.

**SAID PROPERTY IS CONVEYED TO THE SAID GRANTEES AS TENANTS-IN-COMMON, ACCORDING TO THE FOLLOWING SHARES:**

Wendy Karsten-Beck	50%
Alexander Karsten	25%
Charles C. Karsten, II	25%

This Corrective and Confirmatory Municipal Quitclaim Deed is executed and delivered by the Inhabitants of the Municipality of Readfield to the Grantees for the purpose of correcting and confirming a prior Municipal Quitclaim Deed from the Inhabitants of the Municipality of Readfield to the Grantees dated July 10, 2017, and recorded in the Kennebec County Registry of Deeds in book 12663, Page 144, which prior Deed inadvertently omitted reference to an earlier Tax Lien Certificate encumbering the property conveyed herein.

[signature page follows]

IN WITNESS WHEREOF, the Inhabitants of the Municipality of Readfield has caused this instrument to be signed in its corporate name by Eric Dyer, its Town Manager, duly authorized, this \_\_\_\_ day of August, 2017.

WITNESS:

**INHABITANTS OF THE  
MUNICIPALITY OF READFIELD**

\_\_\_\_\_

By: \_\_\_\_\_  
Eric Dyer, Town Manager  
Duly authorized

STATE OF MAINE  
COUNTY OF KENNEBEC, ss.

August \_\_\_\_, 2017

Then personally appeared the above-named Eric Dyer, Town Manager of the Inhabitants of the Municipality of Readfield, and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of the Inhabitants of the Municipality of Readfield.

Before me,

\_\_\_\_\_  
Notary Public/Maine Attorney-at-law

\_\_\_\_\_  
Print name

Commission Expires: \_\_\_\_\_

(Affix notarial seal)

# **NEW BUSINESS**

## **2017/18 Select Board Retreat Agenda**

Readfield Town Hall (downstairs)  
August 18, 2017 - 8:30 AM to 1:00 PM  
*Board may elect to adjourn early*

- 8:30 Opening thoughts on outcomes, discussion, and ground rules (Chair)
- 8:35 Opportunity for attending public input (up to 15 minutes)
- 8:40 Town Manager's thoughts
- 8:50 Treasurers report training
- 9:15 **Reflections**
- A look back on 2016/2017 goals (See appendix)
  - Thought on what we could have done better
  - Selecting goals to be continued
  - Reflection on major events in the past year that may affect goal considerations
- 9:45 **Considerations**
- Local food, Food sovereignty
  - Targeted property tax assistance
  - Cannabis
  - Volunteers
  - Bylaws
- 10:30 **Aspirations**
- Where do we want to end up? 2017/2018? 2020? 2025 and beyond?
  - How do we get there?
  - New goal list
- 11:15 Expectations (both in general and in reference to goals)
- Chair
  - Each other
- 11:30 Lunch
- 12:00 Opportunity for attending public observations (up to 15 minutes)
- 12:15 **Commitments**
- Goal refinement
  - Goal detailing
- 1:00 *Thank you, the work now begins!*

## APPENDIX A

Town of Readfield  
August 19, 2016 Board of Selectmen retreat

### Governance Goals:

1. Review the need for and nature of governance documents  
*This will include a Charter, ordinances, Selectmen's terms, the Duties and Responsibilities document, record retention policy, etc.*
2. Review Capital Improvement/Investment Program  
*This will consist of an analysis of the past and a plan for the future that will include scheduling, explanations and budget justifications.*
3. Clarify the authority of boards, committees and commissions  
*The Town Manager will begin this by offering a revised draft of the existing binder.*
4. Hold an annual Community Meeting with a pot-luck supper  
*This is a way to hear from the community, including both year-round and summer residents.*

### Non-governance goals:

Goal	Begin	Leader(s)
Welcome business, and develop a plan to support the business environment in Readfield	f/y 2017	Chris, Tom, Robin
Investigate the most efficient, long-term renewable energy investment and conservation	f/y 2017	John and Bruce
Name and dedicate ball field	f/y 2017	Chris and Kathryn
Create a Parks Commission	f/y 2017	John and Bruce (with Eric)
Obtain the status of, and create plans for town buildings, specifically the fire station, transfer station and library	f/y 2017 (data collection)	Kathryn and Tom
Create activities for kids and adults	f/y 2017	Chris (with the Recreation Dept. and others)
Understand and address issues of poverty	f/y 2017 (needs identification)	Tom and Bruce
Create an action plan resulting from the age-friendly survey and report	f/y 2018	Bruce and committee
Build the Church Street sidewalk	f/y 2019	Chris and Kathryn; this may be grant-dependent





**You are invited to KLT's  
Rosmarin and Saunders Family Forest Property Dedication  
Sunday, September 17, 2017 1:30 - 2:30 p.m.**

The Rosmarin and Saunders Family Forest was formerly owned by Saunders Manufacturing Company Inc., a manufacturer of aluminum clipboards. John Rosmarin joined the company in 1982. The hilly, wooded property has been used year-round for hunting, snowmobiling, cross country skiing, and hiking. After the company was sold in 2016, John and Lisa Rosmarin donated 342 acres to KLT so people can continue to enjoy the land. The Rosmarins noted,

*We are proud to continue Joe Saunders's rich tradition of giving back to the community.  
We know that the KLT will do a fantastic job of protecting the land for future generations.*

KLT's Directors and staff will lead hikes on the new trail after a short dedication ceremony. Please stay for cider, cookies, and apples after the hike!

If you can't attend but have questions about KLT's Rosmarin and Saunders Family Forest please call the KLT office at (207) 377-2848 or visit our website: [www.tkl.org](http://www.tkl.org).

Thank you for supporting KLT - your donations fund permanent land conservation, trail projects, nature education programs for all ages, and our Local Wood WORKS initiative.

Sincerely,

A handwritten signature in cursive script, reading "Theresa Kerchner".

Theresa Kerchner  
KLT Executive Director

A handwritten signature in cursive script, reading "Mary Denison".

Mary Denison  
KLT President

**Town of Readfield  
Order of Municipal Officers  
Pursuant to 36 M.R.S.A. §906**

The Municipal Officers of the Town of Readfield, upon request that the Tax Collector/Treasurer of said Town, hereby authorize and direct said Tax Collector/Treasurer, pursuant to Title 36, Maine Revised Statutes Annotated, Section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

As a courtesy we also request the Collection Clerk send a receipt to any tax payer with an outstanding balance after receiving the second half of a tax payment or an attempt to payoff taxes due. The receipt shall be sent to the customer along with a form letter that explains the amount left due. The purpose of this action is to clean-up small tax amounts due and help omit the small amounts in the lien process.

**Municipal Officers**

Dated: \_\_\_\_\_, 2017

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

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

\_\_\_\_\_  
John Parent

\_\_\_\_\_  
Dennis Price

\_\_\_\_\_  
Kathryn Mills Woodsum

**Acknowledgement**

I, the Tax Collector/Treasurer of said Town of Readfield, hereby acknowledge making the aforesaid request and receipt of a copy of the above order.

\_\_\_\_\_  
Eric Dyer, Tax Collector/Treasurer

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



## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

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

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

Account # \_\_\_\_\_

Mr. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Mr/Ms: \_\_\_\_\_

Please find enclosed your receipt # \_\_\_\_\_ for your \_\_\_\_\_ taxes. As you can see there is an outstanding amount of \$ \_\_\_\_\_, with interest accruing at \_\_\_\_\_% each day. When getting ready to make your payment please call the office for your total balance due.

The reason for the outstanding amount maybe one or more of the following reasons:

- ☐ Payment was not received in the full amount on the first half.
- ☐ Payment not received on time and interest has accrued.
- ☐ You were in tax club and didn't call for the last payment payoff so it left a balance due.
- ☐ Other: \_\_\_\_\_  
\_\_\_\_\_

If you have any questions concerning this notice and your balance please feel free to call the office at (207) 685-4939 during our regular business hours.

Thank you in advance for your attention to this matter.

Sincerely,

\_\_\_\_\_  
Deputy Tax Collector

Current Ordinances			
Name	Purpose	Enacted	Last Amended
Addressing Ordinance	To enhance the easy and rapid location of structures by law enforcement, fire, rescue, and emergency medical services personnel in the Town of Readfield.	3/1/2010	6/9/2011
Administrative Ordinance	Streamline the secret ballot process & give certain authority to the Select Board	6/9/2015	6/13/2017
Animal Control Ordinance	To provide regulations in addition to those contained in State Law.	6/11/1985	6/9/2011
Board of Appeals Ordinance	Defines the scope, limitations, and process of appeal	6/13/2017	-
Conflict of Interest & Recall Process Ordinance	Rules for any elected or appointed municipal officer or official of the Town concerning conflicts, recall process.	6/13/2013	6/14/2016
Fire Department Ordinance	Appointment of Fire Chief and Duties	3/13/1976	6/9/2015
Firearms Ordinance	Provides for both the safety of the resident and for the peaceful enjoyment and use of property.	6/9/2011	6/9/2015
Floodplain Management Ordinance	Establishes a Flood Hazard Dev. Permit system and review procedure for development activities in the designated flood hazard areas in Town.	6/11/2009	6/9/2011
General Assistance Ordinance	Provides for the administration of a program of general assistance to all eligible persons.	9/25/2013	10/1/2016
Land Use Ordinance	To ensure that land use changes or developments, which may have major or significant impacts on the Town, or parts thereof, will protect the health, safety and welfare of the townspeople, consistent with the goals expressed in the Readfield Comprehensive Plan.	3/20/2000	6/13/2017
Mass Gathering Ordinance	To promote the health, safety and general welfare of the residents of the Town of Readfield and attendees of the mass gathering.	6/20/1978	6/10/1999
Noise Standard	Is to protect the public from unreasonable increases in noise from certain commercial, industrial, manufacturing and assembly operations.		
Parking Ordinance	Readfield Corner Parking	10/24/1988	12/19/2011
Property Assessed Clean Energy (PACE) Ordinance	Grants residents access to more and better financing for home efficiency and energy saving projects through a partnership with Efficiency Maine.	6/13/2017	-
Sludge Management Ordinance	Regulating storage and land application of sludge and other residuals	9/22/1998	6/9/2011
Snow Plowing Ordinance	Control of snow and ice across any public way within Readfield	3/12/1977	
Telecommunication Tower Ordinance	To balance the interests of the residents of Readfield, telecommunication providers and their customer in the siting of telecommunications facilities with Town.	6/11/1998	5/15/2008
Traffic Ordinance	For the purposes of approving Temporary Road Closures in Town.	6/9/2011	
Waste Disposal & Recycling Ordinance	To control waste material in the Town of Readfield, by providing for the establishment and enforcement rules and regulations.	6/11/1998	6/9/2011

<b>Prospective Ordinances / Ordinance Revisions</b>		
<b>Name</b>	<b>Purpose of Ordinance / Revision</b>	<b>Type of Action</b>
Dog Control Ordinance	Establishes regulation specific to dogs in addition to state statute.	New
Fire Department Ordinance	Adds reference to FD bylaws and clarifies financial relationships.	Revision
Local Food Ordinance	Permits and support local food production and consumption.	New
Property Tax Relief Ordinance	Provides tax relief to low income residents through a local program built around the Maine Property Tax Fairness Credit program.	New
Special Amusement Ordinance	Brings Readfield in compliance with title 28-A, section 1054 regarding entertainment and liquor on the same premises.	New
Streets, Sidewalks, and Public Places Ordinance	Regulates activity on public streets, sidewalks, and public places	New
Traffic, Vehicles, and Parking Ordinance	Combines two distinct ordinances and add further detail.	Combination / Revision

Current Policies			
Name	Purpose	Enacted	Last Amended
Access to the Public Records Under the Maine Freedom of Access Act (FOAA)	Providing public access to the public records in the possession of the Town	10/11/2011	2/9/2016
Annual Meeting of Select Board and Board/Committee/Commission Chairs	1) To meet legal requirements pertaining to training and education. 2) To review administrative structure of Town government. 3) To present and discuss action plans and goals for the committees, Town administration and Select Board	10/14/2008	1/26/2015
Asset Inventory and Capitalization Policy	To establish procedures for keeping an inventory of capital assets owned by the Town of Readfield and planning for capital needs through a Capital Investment Plan	12/12/2016	-
Disposition of Tax Acquired Property	Establish procedures for the efficient and fair management, administration and disposition of real property acquired under the tax lien procedures	1/8/2007	1/4/2010
Financial Procedures	Guidance for the various processes that involve financial transactions for the town.	6/7/2010	
Investment Policy	To guide the Treasurer in the investment of municipal funds.	4/28/2003	3/1/2010
Investment Policy for Trust Portfolio	Is to provide a clear understanding of the investment objectives, guidelines and policies for the Trust Portfolio.	5/27/2003	3/1/2010
Naming Municipally Owned Lands, Trails, Recreational Areas & Facilities	To establish a systematic and consistent approach for official naming of Town-owned or managed properties and features (trails, etc.)	2/10/2014	-
Non Emergency Operations Plan (EOP) Protocol	For responding to Non EOP incidents	5/5/2014	-
Paying the Oldest Tax First	Order of the Municipal Officers (Required 36 M.R.S.A. §906)	6/10/2002	YEARLY 8/21/2017
Policy for Handling Non-FOAA	To take all citizen complaints responsively and seriously, while simultaneously ensuring that staff do not spend undue time in receiving complaints.	9/26/2011	11/5/2012
Post Issuance Compliance Policy	To monitor compliance with bond post-issuance requirements.	8/12/2013	-
Pre-Holiday Closings	Holiday Closing Schedule	1/17/2014	1/12/2015
Procedures for Appointment and Reappointment to Boards, Committees and Commissions (BCC)	Appointment and Reappointment Procedures	2/5/2001	6/13/2016
Procedures for Establishment of Select Board Meeting Agenda Items	Guidelines for preparing Select Board meeting agendas	1/22/2001	10/27/2002
Public Communications Sessions	To encourage residents to bring issues of concern or interest to the attention of the Select Board.	11/5/2012	2/25/2013
Purchasing Policy for the Town of Readfield	To Guide the Select Board and Manager in making purchases of the Town's behalf.	4/8/2004	12/14/2015
Roles & Responsibilities of the Readfield Select Board	Readfield Select Board will fulfill the executive functions of the Town.	6/3/2010	1/11/2016
Roles & Responsibilities of the Readfield Town Manager	The Town Manager performs the executive and administrative duties for the Town.	6/3/2010	2/10/2014
Standards of Conduct for Public Meetings	Establishes expected norms for public meetings.	5/1/2016	
Trail Agreements & Easements Acceptance Policy	To ensure that conditions have been met regarding each proposal coming from the Trails Committee.	3/25/2015	
Undesignated Fund Balance Policy	To ensure the well being of the Town of Readfield's financial administration.	3/1/2010	
Warrant Article Petition Policy	To Establish reasonable rules of procedure for Independent Organization/Entities to add an Article to the Annual Town Meeting Warrant.	2/17/2009	

Prospective Policies		
Name	Purpose	Type of Action
Readfield Messenger Policy	Establish clear guidelines for content and purpose of the Readfield Messenger	Formalization of informal guidelines
Record Retention Policy	Supplement FOAA Policy, define record retention	New
Roles & Responsibilities of the Readfield Select Board	Establishes the executive roles and responsibilities of the Select Board	Revision





**FYI**



Mr. Erik Dyer  
Readfield Town Manager  
Kents Hill Road  
Readfield, Maine 04355

Re: Proposed Town project to move stones from the old Readfield Grange Fairgrounds to the Readfield Cemetery.

Hello Mr. Dyer,

My name is Frank Hasty and I am the grandson of Joe and Nina McDougald. They lived for 60 years on Church Rd where they had a dairy farm, delivering milk as far away as Augusta.

During their years in Readfield, in addition to farming and raising a family, they were quite active in the community and well known. Over the years as their children grew and moved away, the dairy became too much work so they sold out, bought 100 sheep and maintained that herd for a number of years. During most of this time, Nina was teaching school in a one-room school house before moving onto teaching first grade at Readfield Elementary. Joe was a Deputy Sheriff for approximately 30 years. Both Joe and Nina were very active in the Readfield Grange serving in several officers' positions and hosted the Readfield Grange Fair on their farm property for many years.

While visiting with friends in Fayette, Mt Vernon and Readfield during my recent trip to Maine, I took the opportunity to go down to the remnants of the old Grand Stand and horse pulling area. To my pleasant surprise, the Grand Stand is still standing and I found several of the stones used in the horse pulling competitions during the years of the Readfield Grange Fair. It was easy to see Mother Nature is reclaiming the stones as they are disappearing under leaves and brush to the point those that are visible, are half-way buried by ground cover.

These stones, in their current state, are useless where they lie and perhaps will completely disappear in time or, they could become repurposed in a useful way and preserve part of Readfield's history. These stones could be used as a bench or seating area for those who would like to sit and contemplate their loved ones that now reside in the Readfield Cemetery.

I have created this letter to you, Mr. Dyer, based on what I heard and understood while I was in Maine mid-June of this year. I have provided this information with the hope that this will assist the Town of Readfield during their decision making process.

Respectfully,

A handwritten signature in black ink that reads 'Frank Hasty'. The signature is written in a cursive style with a large, looping 'F' and 'H'.

Frank Hasty  
2606 North 4500 West  
Hooper, Utah 84312  
July 15, 2017

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

### Potential Future Meeting / Workshop Items:

Discussion of a poverty abatement in executive session pursuant to 1 MRSA, Section 405, subsection 6(F).  
Appeals process and appeals matrix review  
Ballfield mowing  
Conflict of Interest Ordinance review  
Contingency Policy discussion  
County Commissioner / County Sheriff meeting  
Investment strategies  
Marijuana regulation discussion  
Meeting with local businesses  
Parking, signage, and access at the Fairgrounds  
Personal Property Taxes  
Plastic recycling  
Procedures for Appointment and Reappointment review  
Student engineering work at the Giles Rd. Bridge  
Town building review

### 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