

**Readfield Select Board  
Meeting Agenda  
September 10, 2018, Readfield Town Office**

Executive Session Starts: 6:00 PM

Meeting starts: 6:30 PM

Meeting ends (unless extended) at 8:00 PM

**Pledge of Allegiance**

**Executive Session**

To have the Select Board hold an executive session to discuss legal matters relating to land use issues on property at map 120 lot 013, and the associated petition for rezoning pursuant to 1 MRS, Section 405, subsection 6(E).

**Regular Meeting Items - 10 min.**

19-022 - Minutes: Select Board meeting minutes of August 13, 2018.

19-023 - Warrants: #55-56(FY18) & #8-11(FY19).

**Communications - 30 min.**

Constitution Week Proclamation - 5 min.

Select Board communications. - 5 min.

Town Staff reports - 5 min.

Boards, Committees, Commissions & Departments - 5 min.

- Cobbossee Watershed District meeting minutes of July 10, 2018

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

**Appointments, Reappointments, and Resignations - 5 min.**

19-024- Consider the resignation of Matthew Guba from the Readfield Enterprise Committee

19-025- Consider the appointment of Charles "Ed" Bergman to the Planning Board

19-026- Consider the appointment of Ed Dodge to the Age Friendly Committee

**Public Hearing - 10 min.**

To have the Select Board hold a public hearing for the purpose of considering amendments to Appendices A-D of the General Assistance Ordinance.

**New Business - 35 min.**

19-027 - Consider amending Appendices A-D of the General Assistance Ordinance - 5 min.

19-028 - Consider a liquor license application for the Kents Hill School Fall Family Weekend - 5 min.

19-029 - Consider the award of a contract for paving of the Transfer Station Access Rd. - 5 min.

19-030 - Consider annual Junkyard Applications - 5 min.

19-031 - Consider a Loan Agreement and other documents relating to borrowing for the Maranacook Lake Outlet Dam project. - 5 min.

19-032 - Consider any legal or administrative action pursuant to the earlier executive session - 10 min.

**Future Agenda Items - 5 min.**

**Adjournment**

# EXECUTIVE SESSION

**RESERVED**

# **REGULAR MEETING**

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



**Readfield Select Board**  
**Regular Meeting Minutes – August 13, 2018 – Unapproved**

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

**Excused Absence:** Kathryn Woodsum

**Others Attending:** Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starrett (Channel 7), David Trunnell, Lindsey Morin, Judith Beck, Donna McGibney, Grace Keene, Bonnie Harris, Linda Tukey, James Tukey, Willard Harris, Debora Doten, Robert Bittar, Matt Nazar

**Regular Meeting of Readfield Select Board**

Mr. Bourgoine called the Select Board meeting to order at 6:30 pm.

- **19-010 – Minutes: Select Board meeting minutes of July 9, 2018**
  - **Motion** made by Mrs. Sammons to approve the Select Board meeting minutes of July 9, 2018 as presented, **second** by Mr. Parent. **Vote** 4-0 in favor.
- **19-011 – Warrants # 54 & # 3-9**
  - Mr. Price reviewed Warrants # 54 & # 3-6
  - **Motion** made by Mr. Price to approve Warrant # 54 in the amount of \$14,793.72. **Second** by Mrs. Sammons. **Vote** 4-0 in favor.
  - **Motion** made by Mr. Price to approve Warrants # 4, 4A, 4B & 3 in the amount of \$163,567.19. **Second** by Mrs. Sammons. **Vote** 4-0 in favor.
  - **Motion** made by Mr. Price to approve Warrants # 7 in the amount of \$309,516.37. **Second** by Mrs. Parent. **Vote** 4-0 in favor.
  - **Motion** made by Mr. Price to approve Warrants # 5, 5A, 5B & 6 in the amount of \$220,270.59. **Second** by Mrs. Sammons. **Vote** 4-0 in favor.

**Communications**

- **Select Board Communications**
  - Mr. Bourgoine said the summer Residence meeting was the best meeting since he has been on the board. Really great and a lot of volunteers and summer residents in attendance. Special thanks to Robin Lint for all her work.
  - Mrs. Sammons thanked Merrill Investigations, MIKA Summer Camp and Mia Linas for supporting the Summer Festival and all the people who volunteered and planned an event that day to make it a great success.
  - Mr. Price said a huge thanks to everyone who came out to the festival and supported the celebration of Readfield. Had 7 kick ball teams attend the tournament and a great turn out to all the events around town.
  - Mr. Parent said thank you to Mr. Price and Mrs. Sammons for spear heading the festival and all their hard work.
- **Town Staff Reports**
  - Mr. Dyer went over the Town Manager report dated for August, 13, 2018.
  - Mr. Dyer went over the July 2018 Treasurers Report.
- **Boards, Committees, Commissions & Departments**
  - Trails Committee report on review of yearly accomplishments.

**Readfield Select Board**  
**Regular Meeting Minutes – August 13, 2018 – Unapproved**

---

- Library Meeting Minutes for 6/6/18
  - Conservation Commission Meeting Minutes for 2/13/18, 5/8/18, 1/9/18 and 6/12/18
  - Trails Committee Meeting Minutes for 6/26/18
- Thank you for submitting your minutes*

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

**Appointments, Reappointments and Resignations:**

- **19-012 – Consider the appointment of David Trunnell to the Readfield Enterprise Committee**
  - David Trunnell was present for his appointment and gave a brief introduction.
  - **Motion** made by Mr. Price to appoint David Trunnell to the Readfield Enterprise Committee for a term ending June 30, 2021. **Second** by Mr. Parent. **Vote** 4-0 in favor
- **19-013 – Consider the appointment of Donna McGibney to the Age-Friendly Committee**
  - Donna McGibney was present for her appointment and gave a brief introduction.
  - **Motion** made by Mrs. Sammons to appoint Donna McGibney to the Age-Friendly Committee for a term ending June 30, 2021. **Second** by Mr. Price. **Vote** 4-0 in favor
- **19-014– Consider the appointment of Lindsey Morin to the Recreation Committee**
  - Lindsey Morin was present for her appointment and gave a brief introduction.
  - **Motion** made by Mr. Price to appoint Lindsey Morin to the Recreation Committee for a term ending June 30, 2021. **Second** by Mr. Parent. **Vote** 4-0 in favor
- **19-015 – Consider the re- appointment of Brian Tarbuck to the Road Committee**
  - **Motion** made by Mr. Bourgoine to re-appoint Brian Tarbuck to the Road Committee for a term ending June 30, 2021. **Second** by Mr. Price. **Vote** 4-0 in favor
- **19-016 – Consider the resignation of Jeremy Greenman from the Recreation Committee**
  - **Motion** made by Mr. Price to accept the resignation of Jeremy Greenman from the Recreation Committee. **Second** by Mrs. Sammons. **Vote** 4-0 in favor

**New Business:**

- **19-017 – Hear a report on the Select Board Retreat and consider the adoption of goals**
  - Mr. Bourgoine gave a brief summary overview of the Select Board goals. The seven goals are:
    - Review, revise, draft governance documents as needed
    - Finalize a solar energy plan for town facilities
    - Town building planning focused on the Library and Fire Station
    - Cannabis consideration
    - Consider annualizing Heritage Days
    - Set direction regarding Parks and Recreation
    - Consider a local food/farms ordinance
  - **Motion** made by Mr. Price to accept the report and adopt the seven goals as the guiding goals for 2018/2019 year. **Second** by Mr. Parent. **Vote** 4-0 in favor.

**Readfield Select Board**  
**Regular Meeting Minutes – August 13, 2018 – Unapproved**

---

- **19-018 – Consider the award of a road crack sealing contract**
  - Received 3 bids from BPS Group, ProSeal and Seal Coating Inc. Seal Coating Inc. is the lowest bid at \$13.73 per gallon installed and the recommendation by the Town Manager.
  - **Motion** made by Mr. Price to go with Seal Coating Inc. at \$13.73 per gallon applied. **Second** by Mr. Parent. **Vote** 4-0 in favor.
  
- **19-019 – Consider the award of a road striping contract**
  - Received 3 bids from Fire Line, L&D Safety and Lucas Striping. Lucas Striping is the lowest bid at \$0.04 for yellow and white line and \$0.75 cents for yellow/white curb & marking sings and the recommendation by the Town Manager.
  - **Motion** made by Mrs. Sammons to accept road striping services from Lucas Striping as quoted. **Second** by Mr. Parent. **Vote** 4-0 in favor.
  
- **19-020 – Consider the possibility of a Special Town Meeting in November**
  - Mr. Bourgoine gave a brief review on the petition and process to this date and the Select Boards role in the process. The Select Board tonight is to look at accepting the petition as valid and to continue the process with the Select Board, Planning Board and legal review so the question may go on the ballot for special town meeting in November.
  - Bob Bittar asked about the Secret Ballot process as he misunderstood the process.
  - Matt Nazar asked for clarification on the process and what tonight is about and asked about the application that has been submitted. Doesn't specify the specific areas in a zoning map and the changes when the petition was passed around. Bob Bittar spoke that there were maps available if asked for but were not required to be presented.
  - Will Harris asked for clarification on the process of Special Town meeting, the cost and the petition process.
  - **Motion** made by Mr. Bourgoine that the Select Board recognizes that the Select Board has been submitted a valid petition of record that duly meets the requirements sufficient as described by the Town Clerk for the process of consideration. **Second** by Mr. Parent. **Vote** 4-0 in favor.
  - Concerns of the events that will be happening while the process is still going on at 26 Mill Stream Road.
  - **Motion** made by Mr. Bourgoine to authorize the Town Clerk and Town to be prepared in the instance of need for a special town meeting in November that will be of secret ballot by either ordinance or petition. **Second** by Mr. Parent. **Discussion:** Clarification on what a Special Town meeting consist of. **Vote** 4-0 in favor.
  
- **19-021 – Complete a Voting Ballot for MMA Elections**
  - **Motion** made by Mrs. Sammons to authorize the Town manager to vote for all four positions on the MMA voting ballot for the four people running, **Second** by Mr. Parent. **Vote** 4-0 in favor.

**Future Agenda Items:**

- Next meeting scheduled for Monday, September 10, 2018

**Motion** made by Mr. Price to adjourn the meeting at 8:00 pm, **second** by Mr. Parent. **Vote** 4-0 in favor.

*Minutes submitted by Kristin Parks, Board Secretary*

**Sept. 3, 2018 Warrant Summary**

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required	Approval Date:
10	66	\$ 455,884.18	Regular Warrant	K. Woodsum	Three	8/31/2018
A	66	\$ 2,201.60	State Fees	K. Woodsum	One	8/24/2018
B	66	\$ 2,514.80	State Fees	K. Woodsum	One	8/31/2018
11	103	\$ 14,839.43	Payroll	K. Woodsum	One	9/3/2018

**SUM \$ 470,723.61**

Indicates public review is required following prior approval  
 Indicates public review and approval are both required

Warrant 10

Vendor-----	Amount	Account-----
00643 A.A.A. PORTABLE TOILETS	95.00	REC,PARKS/AT / REC BOARD - RECREATION / SOFTBALL
00643 A.A.A. PORTABLE TOILETS	95.00	REC,PARKS/AT / REC BOARD - RECREATION / BASEBALL
00431 A-COPI Imaging Systems	601.01	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00502 Appalachian Mountain Club	28,952.00	BOARDS & COM / Consvr Comm - PUBLIC WAYS / CONTRACT SVC
00502 Appalachian Mountain Club	1,111.00	REC,PARKS/AT / Millstream - PUBLIC WAYS / CONTRACT SVC
00391 Atlantic Recycling Equipment, LLC	6,886.02	SOLID WASTE / TRANSFER STA - EQUIP O,R &M / EQUIP MAINT
00022 Audette's Hardware	7.99	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT
00024 Baker & Taylor, Inc	45.52	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	25.17	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	100.67	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	22.42	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	91.52	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00029 Boxes & Bags Unlimited	84.50	SOLID WASTE / TRANSFER STA - BUILDING O&M / SUPPLIES
00324 Central Maine Fire Pros	20.00	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00031 Central Maine Power Co	477.13	COMM SERVICE / Street Light - COMMUNITY SV / STREET LIGHT
00904 Central Maine Technology	1,021.25	GENERAL GOVT / Admin - EQUIP O,R &M / COMPUTER R&M
00453 Cushing Construction, LLC	2,196.12	Rds & Drain / Road Maint - PUBLIC WAYS / CONTRACT SVC
00453 Cushing Construction, LLC	3,745.86	Rds & Drain / Road Maint - PUBLIC WAYS / CONTRACT SVC
00453 Cushing Construction, LLC	7,593.28	Rds & Drain / Road Maint - PUBLIC WAYS / CONTRACT SVC
00040 Demco	169.86	COMM SERVICE / Library - ADMIN / OFFICE SUP
00633 Ed's Small Engine Repairs	113.62	REC,PARKS/AT / BEACH - EQUIP O,R &M / EQUIP MAINT
00936 Gary Quintal	137.89	GENERAL GOVT / Code Enforce - PERSONNEL / MILEAGE
00489 Glen Hawes	21.80	SOLID WASTE / TRANSFER STA - PERSONNEL / MILEAGE
00495 Hammond Tractor Company	332.68	Maintenance / Veh/Eq Maint - EQUIP O,R &M / TRACTOR
00123 Harris Computers, Inc	14,911.34	GENERAL GOVT / Admin - CONTRACT SVC / COMPUTER SUP
00876 Hartford Life & Accident Insurance	850.00	PROTECTION / FIRE DEPART - INSURANCE / FF Gap
00385 Hygrade Business Group, Inc	386.31	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00629 Irving Oil Marketing, Inc	99.01	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	12.00	REC,PARKS/AT / BEACH - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	90.16	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	54.86	PROTECTION / FIRE DEPART - EQUIP O,R &M / FUEL/OIL
00083 Kennebec Cnty Registry Of Deeds	95.00	GENERAL GOVT / Admin - ADMIN / RECORDING
00458 Lucas Striping, LLC	16,008.96	Rds & Drain / Road Maint - PUBLIC WAYS / CONTRACT SVC
00066 Maine Municipal Association	110.00	Maintenance / Gen Maint - ADMIN / TRAIN & CONF
00111 MaineToday Media	133.32	GENERAL GOVT / Admin - ADMIN / ADVERTISING
00111 MaineToday Media	69.00	GENERAL GOVT / Admin - ADMIN / ADVERTISING
00751 Michael Morang	47.96	SOLID WASTE / TRANSFER STA - PERSONNEL / MILEAGE
00823 OTELCO	320.28	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00823 OTELCO	19.44	COMM SERVICE / Library - UTILITIES / TELEPHONE
00077 PETTENGILL PRINTING	320.00	SOLID WASTE / TRANSFER STA - ADMIN / OFFICE SUP
00858 PETTY CASH	6.50	GENERAL GOVT / Admin - ADMIN / POSTAGE
00673 PIKE INDUSTRIES, INC.	3,903.40	SOLID WASTE / TRANSFER STA - PUBLIC WAYS / Gravel/Sand
00841 PretiFlaherty	1,455.00	GENERAL GOVT / Admin - ADMIN / ATTORNEY FEE
00069 Regional School Unit#38	296,413.34	EDUCATION / RSU#38 - ASSESSMENTS / RSU#38 PYMT

**August 20, 2018 Warrant Summary**

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
56	538	\$ 12,224.27	Regular Warrant	K Woodsum	Three	9/3/2018
			State Fees		One	
			State Fees		One	
			Payroll		One	

**SUM \$ 12,224.27**


Indicates public review is required following prior approval

Indicates public review and approval are both required

**Warrant Recap**  
\*\*\*\* REPRINT \*\*\*\*  
Warrant 56

Vendor-----	Amount	Account-----
00908 Kennebec Regional Dev Authority	12,224.27	REGIONAL ORG / First Park - FINANCIAL / FIRSTPARK IN
<b>Prepaid Total--</b>	<b>0.00</b>	
<b>Current Total--</b>	<b>12,224.27</b>	
<b>Warrant Total--</b>	<b>12,224.27</b>	

**August 20, 2018 Warrant Summary**

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required	Approval Date:
8	58	\$ 70,850.25	Regular Warrant	C Sammons	Three	
A	58	\$ 2,611.25	State Fees	C. Sammons	One	
B	58	\$ 3,472.00	State Fees	C. Sammons	One	
9	73	\$ 16,654.33	Payroll	C.Sammons	One	
<b>SUM</b>		\$ 87,504.58				

Indicates public review is required following prior approval  
 Indicates public review and approval are both required



Warrant 8

Vendor-----	Amount	Account-----
00037 30 Mile River Watershed Association	2,500.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00431 A-COPI Imaging Systems	619.64	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00045 Androscoggin Bank	16,138.17	CAPITAL IMPR / Leases - EQUIP O,R &M / Sidewalk Veh
00868 Augusta Laundry Centers LLC	11.50	PROTECTION / FIRE DEPART - EQUIP O,R &M / PPG
00024 Baker & Taylor, Inc	40.58	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	108.82	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	172.26	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	13.59	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00031 Central Maine Power Co	250.34	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	299.49	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	67.44	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	15.26	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00031 Central Maine Power Co	24.65	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00072 Consolidated Communications	43.01	SOLID WASTE / TRANSFER STA - UTILITIES / TELEPHONE
00072 Consolidated Communications	44.75	PROTECTION / FIRE DEPART - UTILITIES / TELEPHONE
00072 Consolidated Communications	156.31	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00453 Cushing Construction, LLC	12,188.76	CAPITAL IMPR / Transfer Sta - PUBLIC WAYS / CONTRACT SVC
00591 David Ledew	1,200.00	GENERAL GOVT / Assessing - CONTRACT SVC / ASSESSING
00853 David Morrow	620.75	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00054 ecomaine	1,054.50	SOLID WASTE / TRANSFER STA - CONTRACT SVC / SINGLE SORT
00819 eWaste Recycling Solutions, LLC	47.58	SOLID WASTE / TRANSFER STA - CONTRACT SVC / UNIV WST DSP
00456 Garrett Lucas	707.94	GENERAL FUND / R-Tax 17-18
00936 Gary Quintal	49.05	GENERAL GOVT / Code Enforce - PERSONNEL / MILEAGE
00489 Glen Hawes	21.80	SOLID WASTE / TRANSFER STA - PERSONNEL / MILEAGE
00489 Glen Hawes	21.80	SOLID WASTE / TRANSFER STA - PERSONNEL / MILEAGE
00444 Greg Durgin	212.84	REC,PARKS/AT / Trails - ADMIN / MISC.
00444 Greg Durgin	79.92	REC,PARKS/AT / Millstream - RECREATION / Millstream
00791 Group Dynamic Inc	16.00	GENERAL GOVT / Insurance - INSURANCE / HRA
00791 Group Dynamic Inc	8.00	SOLID WASTE / TRANSFER STA - INSURANCE / HRA
00460 HM Development, LLC	416.67	GENERAL FUND / R-Tax 17-18
00052 Hussey Communications, Inc	209.80	PROTECTION / FIRE DEPART - EQUIP REPLAC / RADIOS/PAGER
00052 Hussey Communications, Inc	22.00	PROTECTION / FIRE DEPART - EQUIP REPLAC / RADIOS/PAGER
00052 Hussey Communications, Inc	962.50	PROTECTION / FIRE DEPART - EQUIP REPLAC / RADIOS/PAGER
00052 Hussey Communications, Inc	40.00	PROTECTION / FIRE DEPART - EQUIP REPLAC / RADIOS/PAGER
00052 Hussey Communications, Inc	695.00	PROTECTION / Tower Sites - CONTRACT SVC / TOWER SITE
00466 Kathleen Choate	389.66	GENERAL FUND / R-Tax 17-18
00083 Kennebec Cnty Registry Of Deeds	266.00	GENERAL GOVT / Admin - ADMIN / RECORDING
00152 Lowe's	54.00	Rds & Drain / Road Maint - PUBLIC WAYS / PATCHING
00152 Lowe's	56.52	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00152 Lowe's	48.65	REC,PARKS/AT / BEACH - BUILDING O&M / MAINTENANCE
00152 Lowe's	119.02	REC,PARKS/AT / BEACH - BUILDING O&M / MAINTENANCE
00793 Maine Building Officials and	35.00	GENERAL GOVT / Code Enforce - ADMIN / MEMBERSHIPS
00065 MAINE MUNICIPAL EMP. HEALTH	2,231.35	SOLID WASTE / TRANSFER STA - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	5,999.57	GENERAL GOVT / Insurance - INSURANCE / HEALTH INS

**August 20, 2018 Warrant Summary**

<b>Warrant #:</b>	<b>Journal #:</b>	<b>Amount</b>	<b>Warrant Type:</b>	<b>SB Reviewer:</b>	<b>Signatures Required:</b>	<b>Approval Date:</b>
55	538	\$ 2,400.00	Regular Warrant	C. Sammons	Three	8/20/2018
			State Fees		One	
			State Fees		One	
			Payroll		One	

**SUM \$ 2,400.00**

- Indicates public review is required following prior approval
- Indicates public review and approval are both required

# Warrant Recap

## Warrant 55

Vendor-----	Amount	Account-----
00591 David Ledew	2,400.00	GENERAL GOVT / Assessing - CONTRACT SVC / ASSESSING
<b>Prepaid Total--</b>	<b>0.00</b>	
<b>Current Total--</b>	<b>2,400.00</b>	
<b>Warrant Total--</b>	<b>2,400.00</b>	

# **COMMUNICATIONS**

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

**PROCLAMATION CONSTITUTION WEEK 2018**

WHEREAS, Our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a Constitution for the United States of America; and

WHEREAS, September 17, 2018, marks the two-hundred and thirty-first anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, It is of greatest importance that all citizens fully understand the provisions and principles contained in the Constitution in order to support, preserve, and defend it against all encroachment; and

The two hundred and thirty-first anniversary of the Signing of the Constitution provides an historic opportunity for all Americans to realize the achievements of the Framers of the Constitution and the rights, privileges, and responsibilities it affords; and

WHEREAS, The independence guaranteed to American citizens, whether by birth or naturalization, should be celebrated by appropriate ceremonies and activities during Constitution Week, September 17 through 23, as designated by proclamation of the President of the United States of America in accordance with Public Law 915,

THEREFORE, WE, Bruce Bourgoine Christine Sammons  
John Parent Dennis Price Kathryn Mills-Woodsum

by virtue of the authority vested in us as Selectmen of the Town of Readfield, in the State of Maine, do hereby proclaim the week of September 17 through 23 as

**CONSTITUTION WEEK**

and ask our citizens to reaffirm the ideals that the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights many never be regained.

IN WITNESS WEREOF, we have hereunto set our hands and caused the Seal of this Town to be affixed at Readfield this tenth day of September in the year of our Lord two thousand eighteen, and the two hundred forty-second year of Independence of the United States of America.

Signed \_\_\_\_\_

Proclamation requested by the National Society of the Daughters of the American Revolution, Koussinoc Chapter, Augusta, Maine and the Maine Society of the Daughters of the American Revolution.



## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

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

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

**To:** Town of Readfield Planning Board and Select Board  
**From:** Eric Dyer, Town Manager, MURP  
**Date:** September 5, 2018  
**Subject:** Proposed Zoning Change and Associated Uses in the Mill Stream Area

### Introduction and Summary:

This memorandum will evaluate the request for zoning change currently before the Planning Board, and presented in a different form to the Select Board as a petition by Mr. Bittar. The potential rezoning has both direct and indirect impacts on multiple municipal properties and roadways. The proposed zoning change and proposed use also have impacts on the surrounding neighborhood, taxation, and land use generally.

Mill Stream Road and Giles Road will be directly affected by the proposed change. The two affected municipally owned parcels are located at Map 120, Lots 14 and 16. The Town of Readfield has a vested interest in considering the impacts of this zoning change from two perspectives; as the stewards of municipally owned land and infrastructure, and more broadly as the entity responsible for developing and enforcing land use regulations throughout the municipality.

I have completed a necessary review in consultation with our Code Enforcement Officer and Town Counsel. My findings are presented below, broken out into two areas of primary and secondary considerations. Primary considerations focus on the legal questions at hand while secondary considerations focus on more diverse community and economic issues. I should note that Town Counsel will be submitting an independent assessment of legal issues, and this memo should be considered as the equivalent of a staff review in a town with a planning department. While this document is intended to serve a variety of purposes I am responding to the proposed changes and uses as the Town Manager and as a trained planner.

In summary, I have found that the proposed zoning change and proposed/current use in the Mill Stream area are inconsistent with the Town of Readfield's Land Use Ordinance and Comprehensive Plan and fundamentally in conflict with the character of the surrounding zoning and uses. Further, I have deep concerns over broader community impacts and integrity of land use planning in our town. For these reasons I must recommend that the proposed zoning change not receive further consideration.

I am requesting that both the Planning Board and Select Board carefully consider the issue before them in light of the full range of impacts and implications for the Town of Readfield, recognizing that not all of the information in this review is relevant to both Boards. I further request that the

period for written comment following the Public Hearing on September 5 be extended to allow for comment from the Select Board, which is meeting on September 10, as well as Town Counsel.

**Primary Considerations:**

**Compatibility with Existing Uses and Zoning (per the Land Use Ordinance and Comp Plan):**

All of the parcels affected directly and indirectly (abutting parcels) by the proposed zoning change are either residential or in some form of natural resource protection. The change in use from Rural Residential to Rural is drastic, and the proposed use and associated impacts are inconsistent with the existing residential uses and resource protection.

Throughout the Town, Rural Residential districts are regularly situated within 500 feet of main roads. Rural districts are commonly found beyond and outside of the Rural Residential districts, not as small inclusions within them. The proposed zoning change would be inconsistent with this formative element of our Comprehensive Plan and Land Use Ordinance. Land Use maps are attached as APPENDIX A and show the land use of the Town as a whole and the area of proposed change specifically.

A table of uses that would be changed by the proposed change in zoning is attached to this document as APPENDIX B. The uses permitted within a Rural district are vastly different from those permitted within a Rural Residential district. If approved, the zoning change would allow kennels, bars and restaurants, hotels and motels, fuel storage and distribution facilities, junkyards and auto repair businesses, sludge spreading, and solid waste handling facilities. These uses are not consistent with surrounding residential uses and adjacent areas of significant natural resource value.

The nature of the zoning change and contemplated use are also inconsistent with provisions of the Comp Plan stating that commercial uses should be directed toward village and commercially zoned areas and away from residential areas. Additionally, the proposed use is inconsistent with a major goal of the Comp Plan, stating that the scale of new uses should be in keeping with existing community character. The residential character of the impacted parcels and neighborhood would be greatly altered by the proposed use and most other uses permitted in the Rural zone. References to the Land Use Ordinance, Comprehensive Plan, and Open Space Plan are attached as APPENDIX C.

The proposed change from Rural Residential to Rural zoning would likely have major traffic impacts on Giles Rd. and Mill Stream Rd. This is especially true of the proposed use and event center that has been built. Neither Giles Rd. nor Mill Stream Rd. are constructed for or suitable for large traffic volumes of private vehicles or the heavy commercial vehicles associated with many of the uses permitted in the Rural zone. A change in zoning or the permitting of an event center in the area would very likely result in damage necessitating the rebuild of both roads and paving Mill Stream Rd. These costs would fall to Readfield taxpayers. Significantly, the proposed change is inconsistent with provisions in the Comp Plan relating to the burden placed on public roads and facilities.

It is true that the Factory Square area was once a commercial hub, but this was an economy based on the use of water resources more than a century ago. The area in which the zoning change is being proposed has been residential in nature for nearly that same time period. The current zoning

of the parcels has been in place without substantive revision since 1976. While romantic, the narrative that this zoning change and the event center in particular will bring back a once thriving economic hub is not accurate and ignores the long-term and current use of the area as a residential neighborhood with significant cultural and natural resources.

The proximity of wetlands and water resources is a concern and the conversion of the subject parcels to Rural use would put these resources at greater risk. Bringing in higher intensity uses where they currently do not exist is unnecessary, harmful, and inconsistent with several goals and statements within the comprehensive plan relating to resource protection.

Cultural and historic preservation are also stated goals of the Comprehensive plan. The historic Mill Stream Dam site is primarily located on a municipally owned parcel directly adjacent to Mr. Bittar's event center, and subject to the proposed zoning change. Converting a parcel containing an historic site and abutting parcels to a zone permitting higher intensity uses is not advisable. There is further concern that the historic site will become an extension of the parking and event space for the proposed use, which will lead to the degradation of the community owned historic site for the benefit of the adjacent property owner.

The proposed zoning change fits the definition of spot zoning. Inconsistency with the Comp Plan is the equivalent of spot zoning. The proposed change would create an island of dissimilar uses in the middle of a Rural Residential district and abutting Village Residential and Shoreland Residential districts. Many of the properties included in the proposed zone change are unbuildable or contain legally non-conforming structures. The change from Rural Residential to Rural would not change the usability of these parcels, nor would it make the legally non-conforming structures conforming. Only two parcels would have real changes in their potential use, and one of those is the property where Mr. Bittar has built his event center. Beyond the fact that it would be difficult for any deliberative body to recommend that event centers should be permitted in any residential district as currently defined, the proposed zoning change is not the appropriate mechanism to do so.

#### Litigation Risks:

There is real risk of litigation by directly affected property owners, abutters, and other interested parties given the incompatibility of this proposed zoning change with the Land Use Ordinance and Comprehensive Plan, as well as the spot-zoning that will likely occur if it is implemented.

#### Secondary Considerations

##### Community Impacts:

If the proposed event center comes to fruition under the current conditions and proposed zoning change other businesses in Readfield will be placed at a competitive disadvantage due to their compliance with land use regulations. The active manipulation of these regulations will also be emboldened, to the detriment of neighborhoods throughout the community.

Many vacant and historic properties in Readfield have been restored in recent years, notably to their zone-appropriate residential uses. Knowingly building for a commercial use in a residential district without proper permitting or process was a deliberate choice made by the applicant. It is unfair to all those property owners that have respected the residential character and zoning of their neighborhoods and the property rights of their neighbors.



The value of adjacent residential properties will likely be diminished by the proposed Rural district due to the higher intensity and more impactful uses that would be permitted. The event center that has been built, if permitted and allowed to expand through a change of use, will have a direct and negative impact on surrounding residential property values whose use and enjoyment will be diminished.

Alternative site Locations:

The Town of Readfield has no shortage of available land for residential uses. It also has no shortage of land available for uses such as the event center that has been constructed at 26 Mill Stream. There is no compelling reason to change the zoning in the Rural Residential district to Rural (with the intent of allowing more intensive uses) when ample and suitable land supply exists elsewhere.

Need for Services:

The Town of Readfield is flush with space and opportunity for concerts and performances. The Town Hall is a public building less than a quarter mile away from the event center that serves public and civic uses. It has more available parking than the event center at 26 Mill Stream. The Kents Hill School has multiple buildings that can and have served as performance and event centers, including their dedicated performance center and the Alford Arena. The Town is also home to a former grange hall with various uses and the Readfield Union Meeting House, which can serve as a concert and event center. We have two multi-use bar / restaurant facilities within a half-mile of one another offering food, alcohol, and live music. The proposed event center would be the third such entity within the same village. Given that these enterprises operate more or less seasonally and likely turn only a small profit, the economic benefit of another is likely minimal. These are just a few of the ample resources Readfield has in this area and consideration should be given as to whether we are in need of another at the expense of taxpayers and abutting property owners.

Consideration of the Current/Proposed Use and Structure as Built:

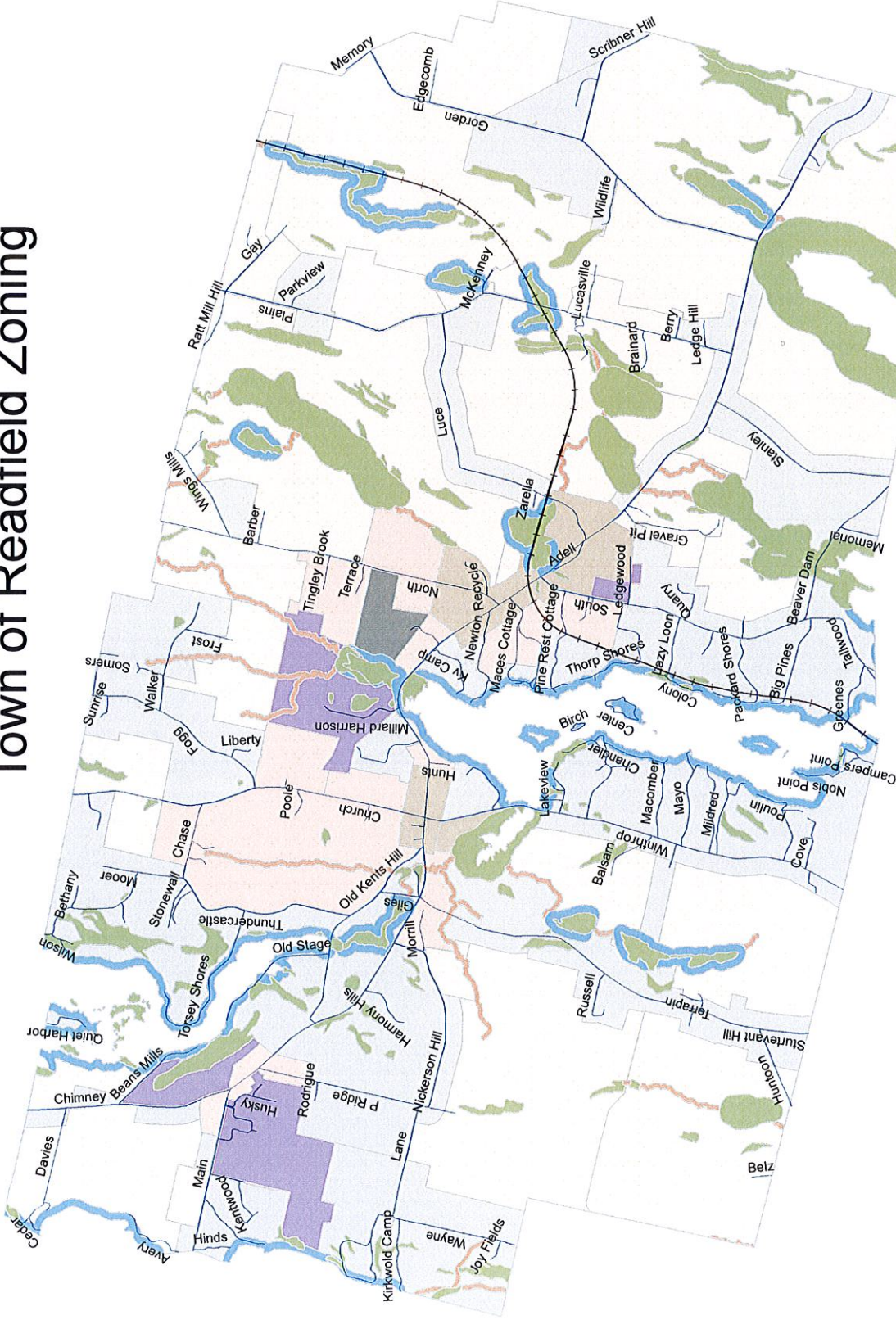
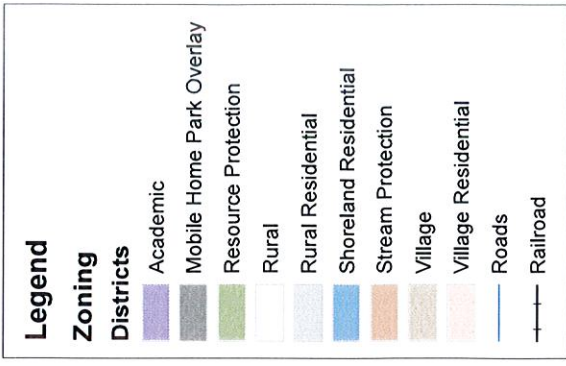
The structure built at 26 Mill Stream is clearly commercial in nature and was built to be a commercial event center. It has a commercial kitchen, dedicated bar and seating area, timber framed stage and seating area, and open second floor area above the kitchen. There are exit signs over the doors and separate men's and women's bathrooms. Other than the lack of adequate fire suppression and other permitting considerations, the structure is ideally suited to hold mass public events including weddings, concerts, birthday and retirement parties, catered events, and other events involving a combination of food, alcohol, and seating for 100 - 200 guests. While the final numbers would need to be determined by the Fire Marshall's office, the facility is clearly built with this kind of capacity. There is a small single room in the stage and seating area that includes a tub and bed, as reported by Mr. Bittar. This area was hastily constructed in order to meet the occupancy requirements for a single-family home. Mr. Bittar does not reside at the property.

The property is being used outside the scope of a single-family home currently. The continuation and proposed expansion of this use would certainly be impactful for abutters and the historic and culturally significant parcel owned by the Town of Readfield immediately adjacent to the event center. A summary timeline of activity at 26 Mill Stream is attached as APPENDIX D and shows the course of the property development and review.

# APPENDIX A

## Land Use Maps

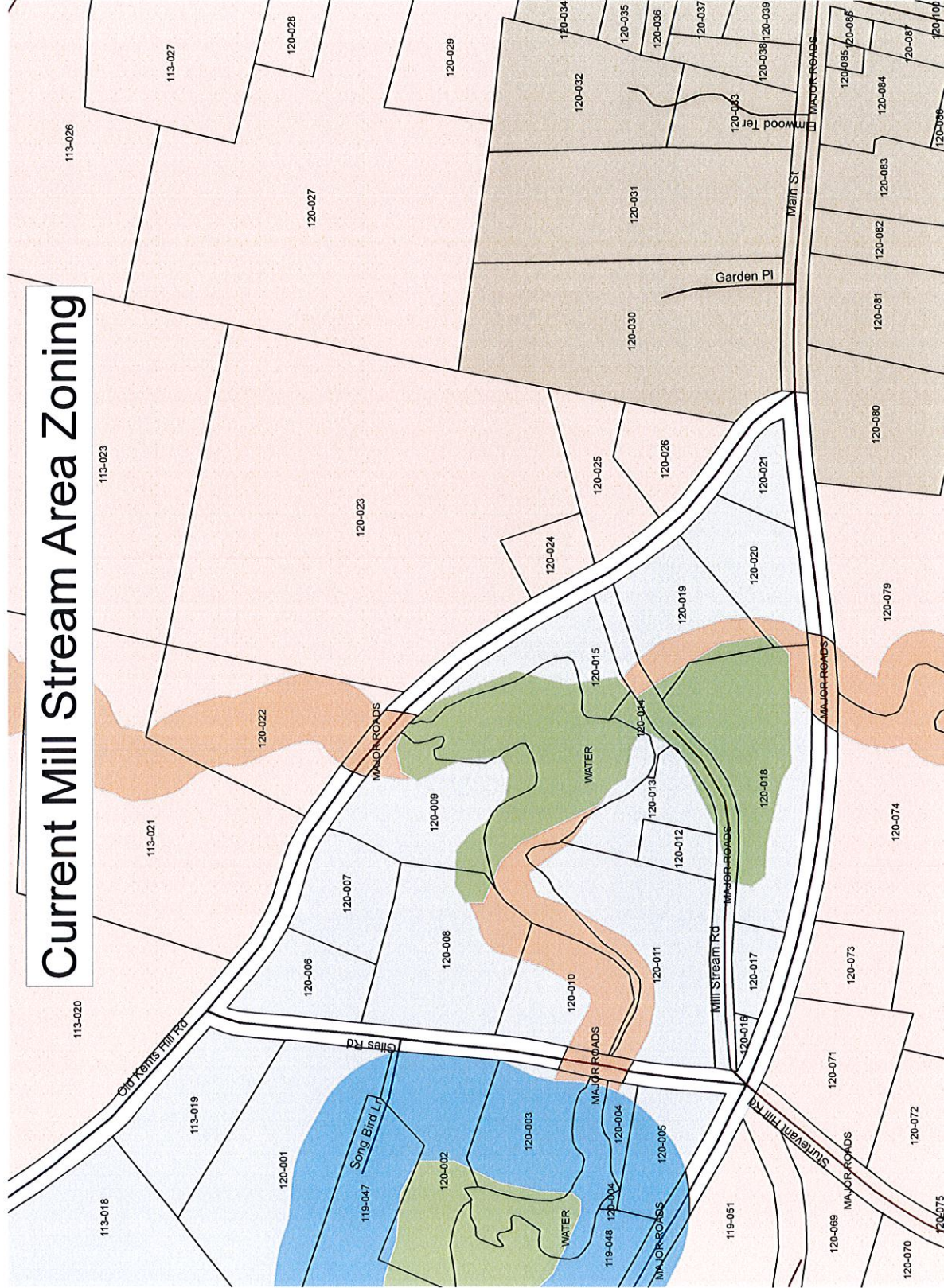
# Town of Readfield Zoning



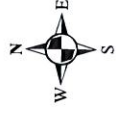
This is not an official zoning map of the Town of Readfield but utilizes the same data.



# Current Mill Stream Area Zoning



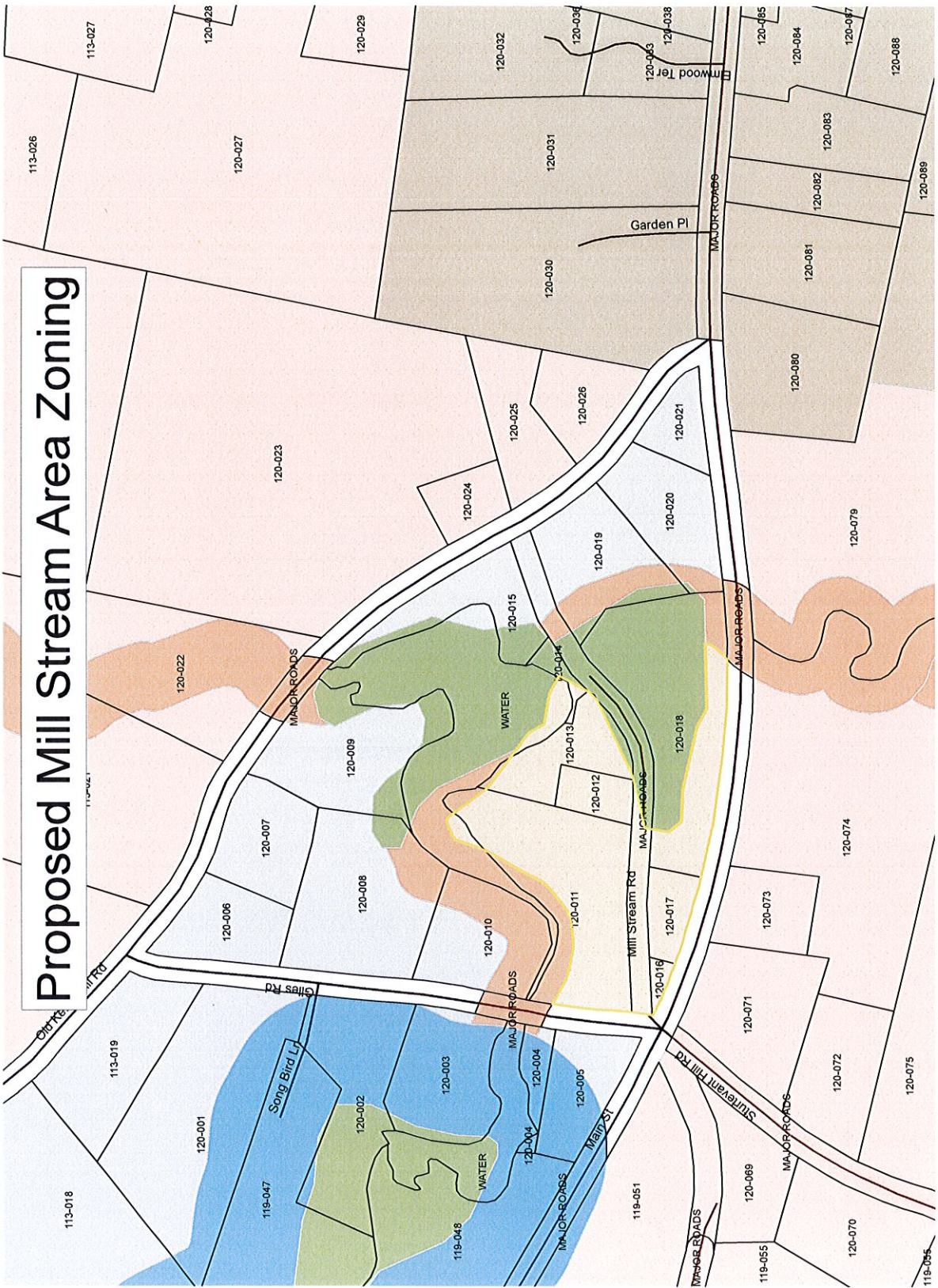
- Legend**
- Zoning Districts**
- Academic
  - Mobile Home Park Overlay
  - Resource Protection
  - Rural Residential
  - Rural
  - Shoreland Residential
  - Stream Protection
  - Village
  - Village Residential
- Roads**
- Roads
  - Railroad



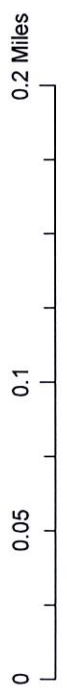
This is not an official zoning map of the Town of Readfield but utilizes the same data.



# Proposed Mill Stream Area Zoning



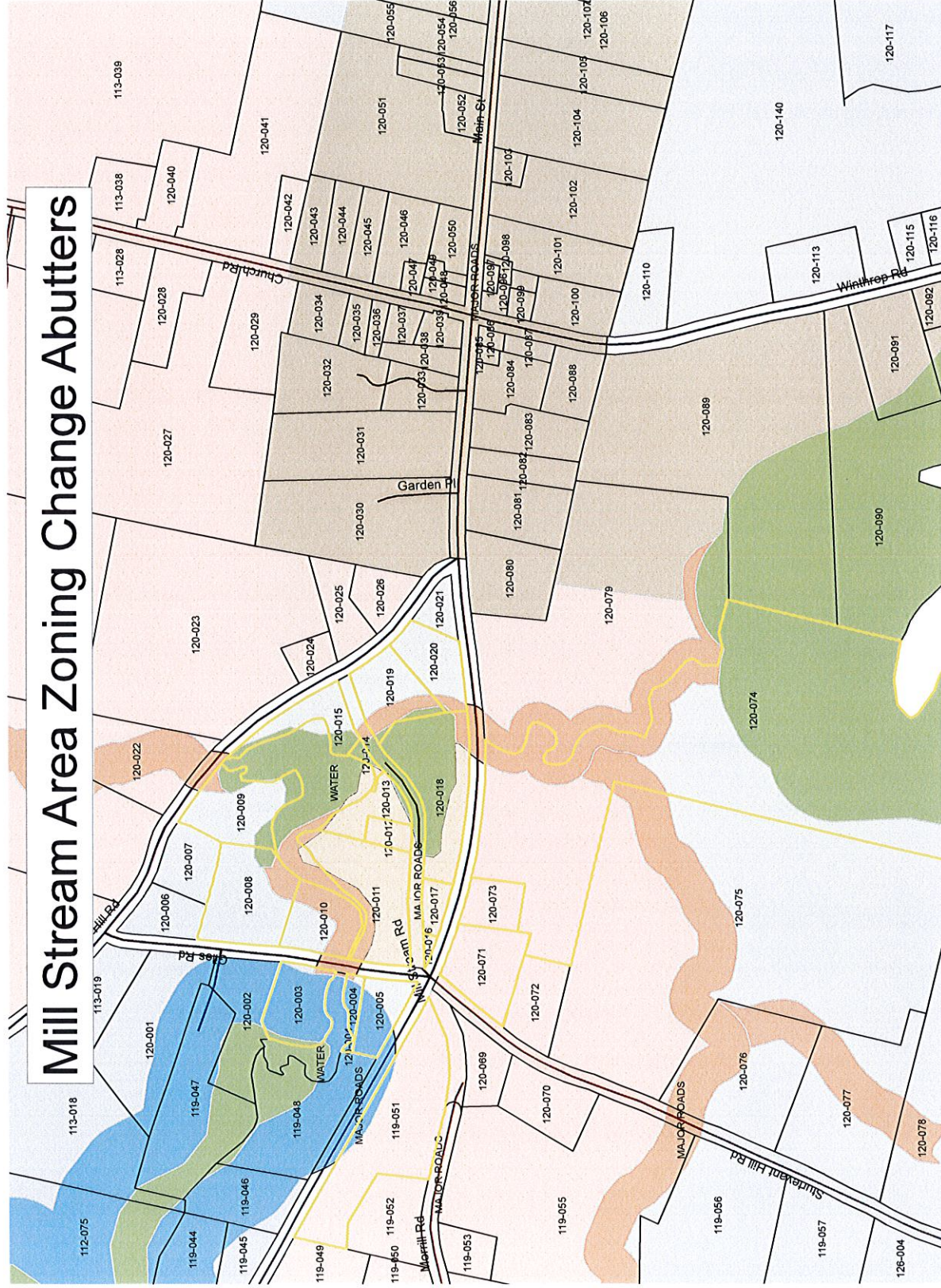
Legend	
	Academic
	Mobile Home Park Overlay
	Resource Protection
	Rural Residential
	Rural
	Shoreland Residential
	Stream Protection
	Village
	Village Residential
	Roads
	Railroad



This is not an official zoning map of the Town of Readfield but utilizes the same data.



# Mill Stream Area Zoning Change Abutters



This is not an official zoning map of the Town of Readfield but utilizes the same data.

# APPENDIX B

## Table of Changes in Use

## Table of Changes in Use for Proposed Zoning Amendment

USES	ZONING	
	Rural Proposed	Rural Residential Current
<b>RESIDENTIAL—including driveways</b>		
Multi-Family Dwelling	N	P
Mobile Homes	C	N
<b><sup>3</sup>COMMERCIAL</b>		
Principal and Accessory Structures	P	N
Restaurants/Bars	P	N
Recreation	P	N
Auto Sales/Repair Body Shop	P	N
Hotel/Motel	P	N
Indoor Theater	P	N
Office: Business Professional/Medical	P	N
Printing/Photography	P	N
Redemption Centers	P	N
Retail Fuel Distributor (Petroleum Prod.)	P	N
Retail Business	P	N
Veterinary Hospital	P	N
Service Business	P	N
Wholesale Business	P	N
Junkyard/Automobile Graveyard/Automobile Recycling	P	N
<b><sup>3</sup>INDUSTRIAL</b>		
Accessory Structure	P	N
Recycling Operation	P	N
Sludge Spreading	P	N
Terminal for Bulk Oil & Gas	P	N
Trucking, including Distribution Terminal	P	N
Warehousing and Storage	P	N
<b>INSTITUTIONAL</b>		
Civic/Convention Center	P	N
Nursing Home	P	N
Hospital/Medical Care	P	N
Museum/Library	P	N
<b>OUTDOOR, RESOURCE-BASED USES</b>		
Campground	P <sup>4</sup>	N
Kennels	P	N
<b>INFRASTRUCTURE</b>		
Communications Tower	P	N
Municipal Waste Handling Facility	P	N

### Key to Table of Uses

**C** = Use requires review and permit from Code Enforcement Officer (CEO) and/or Local Plumbing Inspector (LPI).

**P** = Use requires site review from Planning Board, and requires a permit from the CEO and LPI upon Planning Board approval.

**N** = Prohibited Use

**Note 3** = Structures for Commercial and Industrial uses allowed in the Village, Village Residential, Rural, Shoreland Residential, Stream Protection, and Resource Protection Districts shall not be greater than 5,000 square feet in total floor area.

**Note 4** = Except when area is zoned Resource Protection due to floodplain criteria, in which case a permit is required from the Planning Board.



# Appendix C

## Comp. Plan, Land Use Ordinance, & Open Space Plan References

# Land Use Ordinance



Town of  
Readfield, Maine

**Adopted June 12, 2018**

Revised: March 20, 2000; June 14, 2001; September 17, 2001; June 13, 2002; June 12, 2003;  
September 15, 2004; June 15, 2006; June 16, 2007; May 15, 2008; June 11, 2009; June 10,  
2010; June 14, 2012; June 13, 2013; June 12, 2014; June 9, 2015; June 14, 2016; June 13, 2017

## **ARTICLE 7**

### **LAND USE DISTRICTS AND REGULATIONS**

#### **SECTION 1. ESTABLISHMENT OF DISTRICTS**

To implement the provisions of this Ordinance, the Town of Readfield is hereby divided into the following Land Use Districts and Overlay District which are depicted on the official Readfield Land Use Map.

- A. Land Use Districts
  - 1. Village District
  - 2. Village Residential District
  - 3. Rural District
  - 4. Rural Residential District
  - 5. Shoreland Residential District
  - 6. Resource Protection District
  - 7. Stream Protection District
  - 8. Commercial and Industrial District
  
- B. Overlay District
  - Mobile Home Park District

#### **SECTION 2. LOCATION OF DISTRICTS**

Said districts are located and bounded as shown on the official Land Use Map, entitled "Land Use Map of Readfield, Maine," and on file in the Town Office. The official map shall be signed by the Town Clerk and the Chairman of the Planning Board at the time of adoption or amendment of this Ordinance certifying the date of such adoption or amendment.

#### **SECTION 3. INTERPRETATION OF DISTRICT BOUNDARIES**

- A. District boundary lines as set forth on the official Land Use map described in Section 2 and unless otherwise indicated shall be property lines, the centerline of roads or rights-of-way, and the boundaries of the shoreland districts as described below in Section 4.5, 4.6 and 4.7. The Code Enforcement Officer, to the extent not set forth in the official Land Use map referred to above or as necessary to clarify same, shall determine the boundaries of districts by conducting on-site inspections and measurements of the distances as described in this Ordinance or displayed on the Official Land Use Map or the Flood Insurance Rate Map. The Code Enforcement Officer may, when necessary to make these determinations, use other available information including, but not limited to: right-of-way maps, subdivision plans, surveys, the Town of Readfield Road Inventory and USGS Topography maps.
  
- B. The depiction of all land use districts on the Official Land Use Map for the Town of Readfield are merely illustrative of their general location. Where uncertainties exist as to exact location of district boundary lines, the Board of Appeals shall be the final authority as to location.
  
- C. Lots Split by a Land Use District Line. If a lot is divided by two or more districts, the requirements of this Ordinance for a particular district apply only to that PART of the lot which is located in THAT district.

#### **SECTION 4. DISTRICT PURPOSES**

- A. Land Use Districts

All of the districts described below seek to guide and direct development so that it shall not conflict with the best interests of the Town in regard to protection of the environment, public health, safety, flood damage prevention, and economic well-being.

  - 1. Village District

The village district is comprised of areas that can support a range of land uses including higher density residential use, commercial, community and governmental facilities and light industry. The district

designation is intended to promote a compact (rather than sprawling) pattern of development in the district areas, and to encourage the preservation, revitalization and expansion of Readfield's two village areas (Readfield Corner and Readfield Depot). The village district designation strives to accommodate the denser, mixed land use pattern described above while seeking to maintain the character and historical integrity of the village areas, and to ensure that proposed development and land uses are compatible with existing uses in the village.

2. Village Residential District

The village residential district includes areas where the primary use is for higher density residential neighborhoods. Non-residential uses are strictly limited in this district. The designation encourages a more compact pattern of residential development, and seeks to ensure that the existing character and visual quality of the village residential areas are maintained.

→ 3. Rural District

The rural district includes areas which contain a large acreage of open space, farmland and forest land. Lands within the district are especially important for the recreational, scenic, and other resource based opportunities which they offer. The purpose of the rural district designation is to ensure that proposed development and land uses are compatible with the preservation of Readfield's open, rural character and are protective of sensitive natural resources and visual/scenic quality. In part, this is accomplished through encouraging agriculture and forestry uses in the rural district. The rural district also accommodates certain commercial and light industry uses and strives to maintain a development pattern of mixed, low density use while protecting critical natural and scenic resources.

→ 4. Rural Residential District

The Rural Residential District is comprised of land areas similar in nature to those in the rural district, in terms of their composition (substantial areas of open space, farmland and forest land) and their value with respect to recreational, scenic and other resource based opportunities. This district however, is more restrictive in terms of allowable uses, and primarily seeks to accommodate low density residential use, agriculture and forestry operations which are compatible with the preservation of Readfield's rural character, and which are protective of sensitive natural resources and scenic/visual quality.

5. Shoreland Residential District

The Shoreland Residential District includes all shoreland areas within 250 feet, horizontal distance, of the normal high-water mark of a great pond or the upland edge of a wetland consisting of ten (10) or more contiguous acres or as otherwise defined, other than those areas included in the Resource Protection District or the Stream Protection District. It includes areas that are appropriate for residential, recreational, and other non-intensive development activities.

6. Resource Protection District

The resource protection district includes areas having current moderate or high habitat value and in which development would adversely affect water quality, productive fish or wildlife habitat, biotic systems, or scenic and natural values. However, areas which are currently developed and which would meet the criteria of this district shall be placed in another suitable land use district. This district shall include the following areas.

- a. Wetlands, as defined, and the areas within 250 feet horizontal distance of the upland edge of the following wetlands: a wetland that is 10 acres or greater; wetlands associated with great ponds; and, wetlands which are rated "moderate" or "high" value by the Maine Department of Inland Fisheries and Wildlife.
- b. The wetlands and the areas within 25 feet horizontal distance of the upland edge of wetlands that are greater than 2 acres and less than 10 acres.
- c. Areas within 1000 feet horizontal distance of the normal high-water line of Carlton Pond.
- d. Areas within 250 feet horizontal distance of the normal high-water line of Mill Pond, Shedd Pond and Brainard Pond.
- e. Areas of 1 or more contiguous acres with sustained slopes of 20% or greater.

- f. The following areas when they are located within 250 feet horizontal distance of the normal high-water line of a great pond; within 250 feet of the upland edge of a wetland; and, within 75 feet, horizontal distance, of a stream:
- (1) Important Wildlife habitat.
  - (2) Natural sites of significant scenic or aesthetic value.
  - (3) Areas designated by federal, state and local government as natural areas of significance to be protected from development.
  - (4) Existing areas of public access and certain significant archeological and historic sites.

7. Stream Protection District

The Stream Protection District includes all land areas within 75 feet, horizontal distance, of the normal high-water line of a stream as defined in Article 11 and other streams of local significance designated on the Official Land Use Map, exclusive of those areas within 250 feet, horizontal distance, of the normal high-water line of a great pond, or within 250 feet, horizontal distance of the upland edge of a freshwater wetland. Where a stream and its 75 foot shoreland area is located within the 250-foot shoreland area of a great pond or a freshwater wetland, that land area shall be regulated under the terms of the district in which the great pond or wetland are located.

8. Commercial and Industrial District

The Commercial and Industrial District is established for the purpose of allowing the opportunity for large scale commercial or industrial uses to locate or expand in the community if this can be accomplished with minimal negative impact, although large scale commercial operations are generally not in keeping with the Town's character. This district is the only district which may accommodate commercial and industrial uses with structures in excess of 5,000 square feet. This ordinance seeks to ensure that proposed uses are compatible with existing uses and the rural character of the Town, and are protective of natural resources and visual quality. Land proposed for designation as commercial/industrial shall follow the adoption procedures in Article 9.

9. Academic District

The Academic District is comprised of land areas that support development of educational institutions and effective delivery of their programs and activities including housing, health care, and food services. The purpose of this designation is to ensure a homogeneous pattern of development on land now occupied by educational institutions focused exclusively on accommodation of the institution's development needs and excluding unrelated residential, commercial and industrial uses. In the Academic District, only uses which directly support or relate to the principal permitted academic use shall be permitted.

B. Overlay District

Mobile Home Park District

The Mobile Home Park District may accommodate mobile home parks and developments where designated on the Town of Readfield Land Use Map, subject to the requirements of the underlying district.

**SECTION 5. LAND USES**

Land Uses permitted in Readfield are shown on Table 1 (Table of Uses) by the type of review required or not required within each land use District under this Ordinance. Required permit review shall be secured prior to obtaining the appropriate building, plumbing or other applicable construction permits in accordance with the procedures and processes described in this Ordinance.

For any land uses not specifically identified in Table 1, the following type of review required or not required within each land use district shall apply: The Code Enforcement Officer shall make the final determination on the appropriate review for any land use not listed.

1. Uses similar to uses requiring a permit from the CEO and/or LPI shall require a permit from the CEO and/or LPI
2. Uses similar to uses requiring Planning Board approval shall require Planning Board approval.
3. Uses similar to allowed uses are permitted.
4. Uses similar to prohibited uses are prohibited.

**SECTION 6. SPACE STANDARDS AND DIMENSIONAL REQUIREMENTS**

Unless otherwise permitted by this Ordinance, all lots, structures and uses must meet the minimum standards and requirements as set forth in Table 2. If more than one dwelling unit or other principal structure or use, or combination thereof, is constructed or established on a single lot, all dimensional requirements for land area and frontage shall be met for each additional dwelling unit, principal structure or use. Any lots created that are of less compliance with the following table shall not be eligible for building or use permits as they are required by this Ordinance.

**TABLE 2 Dimensional Requirements**

Dimensions	LAND USE DISTRICTS										Overlay District <sup>8</sup>
	V	VR	AD	R	RR	SR	RP <sup>12</sup>	SP	CID	MH	
Minimum land area <sup>14</sup> (sq. ft. in thousands)	20'	40'	40'	80'	80'	80'	80'	80'	80'	80'	80' <sup>2</sup>
Minimum Road Frontage (public or private) <sup>14</sup>	100'	100'	100'	200'	200'	200'	200'	200'	200'	200'	200'
Road setback <sup>1, 6</sup>	25/50 <sup>13</sup>	25/50'	25/50'	50/75'	50/75'	25/50'	50/75'	50/75'	50/75'	50/75'	50/75'
Side setback <sup>6, 11, 14</sup>	20' <sup>13</sup>	20'	20'	20'	20'	20'	20'	20'	20'	20'	20'
Rear setback <sup>6, 14</sup>	20' <sup>13</sup>	20'	20'	20'	20'	20'	20'	20'	20'	20'	20'
Water Body setback <sup>10</sup>	100'	100'	100'	100'	100'	100'	250'	75'	100'		NA
Tributary Stream setback <sup>6, 7,</sup>	50'	50'	75'	75'	75'	75'	75'	75'	50'		NA
Wetland setback-greater than 2 acres, less than 10 acres <sup>6</sup>	25'	25'	25'	25'	25'	25'	25'	25'	25'	25'	25'
Wetland setback-10 acres or more, or 2 or more acres adjacent to surface waterbody <sup>6</sup>	75'	75'	75'	75'	75'	75'	75'	75'	75'	75'	75'
Minimum lot depth	200'	200'	200'	200'	200'	200'	200'	200'	200'	200'	200'
Maximum lot depth to frontage ratio <sup>9</sup>	5:1	5:1	5:1	5:1	5:1	5:1	5:1	5:1	NA	NA	NA
Maximum lot coverage <sup>15</sup>	NA	NA	NA	NA	NA	20%	20%	20%	NA	NA	NA
Minimum shore <sup>3</sup> frontage	NA	NA	NA	NA	NA	200'	200'	200'	200'	200'	NA
Maximum height of structure <sup>4, 5</sup>	35'	35'	35'	35'	35'	35' <sup>16</sup>	35' <sup>16</sup>	35' <sup>16</sup>	35'	35'	35'

1. In the Village and Village Residential Districts, road setback shall be from the edge of the right-of-way of a public or private road or from the centerline of the road, whichever is less. For all other Districts front setback shall be from the edge of the right-of-way of a public or private road or from the centerline of the road, whichever is greater.
2. Minimum land area for mobile home park.

3. Land uses classified as commercial, industrial or institutional shall have a minimum of 300 feet of shore frontage.
4. Structures in compliance with the Telecommunication Towers Ordinance and agricultural structures not within a Shoreland District and not used as dwellings are exempt provided height shall not at any time place structures or potential structures on adjacent lots in jeopardy should exempt or extended structures collapse for any reason or cause.
5. Any increase in the height of a structure above that which is permitted in this Ordinance requires a variance from the Board of Appeals.
6. Steps, stairways, ramps or similar structures may be allowed within the required setback area with a permit from the Code Enforcement Officer as may be necessary to provide for a secondary means of egress from a legally existing dwelling, provided: the structure is limited to a maximum of four (4) feet in width, and that the applicant demonstrates there is no reasonable alternative means of escape from the dwelling. The Code Enforcement Officer may impose conditions to any approval as necessary to insure conformance with the purposes and provisions of the setback requirements of this Ordinance to the greatest practical extent.
7. Within the Village or Village Residential Districts or Commercial Industrial Districts, the 50 ft. setback requirement may be reduced to not less than 25 ft. provided the applicant has submitted a stormwater management and erosion control plan prepared by a qualified professional clearly demonstrating the following: (a) the on-site treatment of peak discharge rates of stormwater and erosion control utilizing the design principles set forth in Article 8, Sections 10 and 11; (b) the implementation for the stormwater treatment and erosion control plan; and (c) the approval for this setback reduction is a written part of the permit.
8. Must conform to requirements of underlying district.
9. This provision applicable to all lots created after September 15, 2004. When a lot borders both a waterbody and a road, the lot depth to frontage ratio shall be based on the frontage of the waterbody.
10. Water-dependent structures, such as docks, are not subject to Waterbody or wetland setbacks but remain subject to all other setback requirements for structures in the District in which they are located, except as allowed by the Planning Board under Article 8, Section 19.N
11. Side setbacks are not applicable where only a common wall separates the individual ownership of units in a multi-unit structure.
12. In the Resource Protection District the setback requirement shall be 250 ft., horizontal distance, from all water bodies, except for structures, roads, parking spaces or other regulated objects specifically allowed in that district, in which case the setback requirements specified in Table 2 Dimensional Requirements shall apply.
13. In the Village District, setbacks may be reduced by five (5) feet for accessory structures.
14. For single-lot divisions or conventional subdivision development. The Planning Board may approve reductions in dimensional standards for cluster development described in Article 8, section 21.
15. Except for cluster development (see Article 8, section 21).
- 16 Article 3, Section 4, **NON-CONFORMING STRUCTURES** shall be applied to structures that do not meet the water body or wetland setbacks.

## Table of Changes in Use for Proposed Zoning Amendment

USES	ZONING	
	Rural Proposed	Rural Residential Current
<b>RESIDENTIAL—including driveways</b>		
Multi-Family Dwelling	N	P
Mobile Homes	C	N
<b>COMMERCIAL</b>		
Principal and Accessory Structures	P	N
Restaurants/Bars	P	N
Recreation	P	N
Auto Sales/Repair Body Shop	P	N
Hotel/Motel	P	N
Indoor Theater	P	N
Office: Business Professional/Medical	P	N
Printing/Photography	P	N
Redemption Centers	P	N
Retail Fuel Distributor (Petroleum Prod.)	P	N
Retail Business	P	N
Veterinary Hospital	P	N
Service Business	P	N
Wholesale Business	P	N
Junkyard/Automobile Graveyard/Automobile Recycling	P	N
<b>INDUSTRIAL</b>		
Accessory Structure	P	N
Recycling Operation	P	N
Sludge Spreading	P	N
Terminal for Bulk Oil & Gas	P	N
Trucking, including Distribution Terminal	P	N
Warehousing and Storage	P	N
<b>INSTITUTIONAL</b>		
Civic/Convention Center	P	N
Nursing Home	P	N
Hospital/Medical Care	P	N
Museum/Library	P	N
<b>OUTDOOR, RESOURCE-BASED USES</b>		
Campground	P <sup>4</sup>	N
Kennels	P	N
<b>INFRASTRUCTURE</b>		
Communications Tower	P	N
Municipal Waste Handling Facility	P	N

### Key to Table of Uses

**C** = Use requires review and permit from Code Enforcement Officer (CEO) and/or Local Plumbing Inspector (LPI).

**P** = Use requires site review from Planning Board, and requires a permit from the CEO and LPI upon Planning Board approval.

**N** = Prohibited Use

**Note 3** = Structures for Commercial and Industrial uses allowed in the Village, Village Residential, Rural, Shoreland Residential, Stream Protection, and Resource Protection Districts shall not be greater than 5,000 square feet in total floor area.

**Note 4** = Except when area is zoned Resource Protection due to floodplain criteria, in which case a permit is required from the Planning Board.





# **Readfield Comprehensive Plan**

2009 Update

Adopted June 11, 2009

---

actions as the Plan is being implemented. It is also possible that certain provisions of the Plan, for a variety of possible reasons, may not ultimately be implemented.

The most significant findings and trends are summarized in the following paragraphs along with the major Goals of this Plan.

## **Summary of Findings and Major Goals**

**Population Growth:** Readfield has been growing dramatically. The population is double what it was in 1980. Most population growth is the result of people moving into town. At the current growth rate by 2020 there will be 510 more people with 304 new houses and a demand for 313 new jobs. **The recommendations of this Plan are designed to address the needs and changes that will result due to this level of growth.**

**Economy:** Readfield has a healthy local economy. The labor force grew by 200 workers between 1993 and 2003. Most residents work outside of Readfield generally in the Augusta area. There are, however, more than 100 small commercial and home occupation establishments in the town. These economic activities provide goods and services used by the residents as well as local jobs. At the same time these activities can have undesirable impacts on neighbors and the environment such as noise, dust, traffic, visual degradation or loss of privacy. Mitigating these impacts can assure that the community's character is maintained. The Plan's recommendations are aimed at maintaining this balance with the following goal: **allow for new commercial, service and clean light industrial growth in designated areas to diversify the tax base, promote local job opportunities and make important services available for local citizens. The scale of new uses should be in keeping with existing community character.**

**Housing:** Readfield has experienced considerable residential development as a result of economic growth in the region. The number of housing units has increased from 870 homes in 1980 to over 1,200 in 2004. An additional 300 units are projected by 2020 which will bring the total number of units to over 1,500. Housing prices have also increased dramatically. In 2000 the average price of a single-family home was \$105,000. Today housing prices are well over \$150,000. The Plan's housing recommendations seek to address the need for affordable, decent housing opportunities through the following goal: **achieve at least two new housing units per year to be affordable to households earning less than 80 percent of the median income for the Augusta Housing Market Area.**

**Public Facilities and Services:** Readfield's public infrastructure is well managed and extensive for a town its size. Growth-related impacts have driven school improvements, solid waste disposal and other public facility needs as well as general government costs. Even though taxes have been kept fairly stable, unplanned growth may at any time trigger unexpected budgetary or capital improvement costs. This Plan contains the following goals: **1) provide a range of public services in a cost-effective manner; 2) encourage citizen participation; and 3) maintain taxes as low as practicable.**

**Transportation:** Traffic on major roads has increased by an average of about 3 to 4% per year since 1980. The largest increase in traffic has occurred on Route 17 while traffic has doubled on

---

portions of Routes 135 and 41. Increasing traffic combined with continuing development along roadways create the potential for future problems. Continued reliance on automobiles, together with sprawl and the focus on new jobs in Augusta, will eventually make travel on Readfield's rural roads very uncomfortable. Additionally, the Town could soon be falling behind in its maintenance responsibilities. To address these concerns this Plan has the following **goal: protect the safety, character and traffic bearing capacity of the Town's transportation systems.**

**Outdoor Recreation:** Readfield has many recreational opportunities ranging from school-based youth recreation programs, to public beaches, open space and conservation lands. Development threatens the future availability of open space for recreation and increasing costs may force program cutbacks. This Plan contains the following **goals: 1) provide for a wide range of recreation opportunities, and 2) protect significant view corridors and parcels of recreational and open space land.**

**Rural Economic Resources:** Farming and forestry are not only economic assets, they are essential aspects of rural character. There are several farms in town including dairy, apple and greenhouse operations. As of 2007, there were 23 parcels (1468 acres) enrolled in the Farm and Open Space Property Tax Program. Forests provide multiple values in addition to providing a source of wood and income to landowners and residents. There are several large land holdings of both managed and natural forest. In 2007 there were 82 parcels (3,742 acres) enrolled in the Tree Growth Property Tax Program. This Plan promotes the preservation of the rural economy as expressed in the **goal: promote the conservation and sound management of forest, agricultural and mineral resources and the continued viability of businesses that rely upon them.**

**Land and Water Resources:** Readfield has an abundance of high quality natural resources. Perhaps the most threatened resources are the five lakes. Development and other activities that produce surface water runoff and soil erosion within the watersheds of these water bodies are the greatest threats along with invasive plant and animal species. Groundwater is another essential resource that everyone relies on. Even the small part of Readfield Corner served by a community water system relies on a ground-fed water well. Water supplies serving schools, restaurants and camps are of particular concern. Readfield possesses critical natural habitats for many species of fauna and flora including at least a couple of rare species. This Plan seeks to protect important natural resources through the following **goals: 1) protect the quality and quantity of significant natural resources and rural landscapes, 2) ensure that the density of new development is compatible with the natural capacities of the soil to treat waste water and runoff adequately and to protect ground and surface waters, and 3) protect lakes from the effects of soil erosion, phosphorus loading and malfunctioning septic systems.**

→

★ **Land Use and the Built Environment:** Readfield used to consist of three villages – the Corner, the Depot, and Kent's Hill – and a lot of open farm and forestland. Over the past few decades that has changed dramatically with over a dozen new homes built each year and very few of them within or near a village. This appears to be a continuing trend. At the current growth rate there will be another 300 new houses in 20 years. With lot sizes now averaging three acres, that could mean another 1,000 acres of rural land developed in the near future. This will affect the community not just aesthetically but economically. Houses built in a "sprawl" pattern cost more to service – more school busses, longer runs for emergency services, more rural roads to plow,

---

etc. The current development pattern is at least partially responsible for rising taxes. Readfield has a Land Use Ordinance intended to guide development, but it has not been effective in preventing development sprawl. This Plan proposes two basic approaches: to identify more land as a designated *growth area* (to accommodate projected growth) and to try to slow development in the *rural area* (where it costs more to provide services.) The Plan sets out three primary goals: 1) encourage orderly growth and development in appropriate areas of the community while protecting the rural character, making efficient use of public services and preventing development sprawl; 2) promote and maintain the character of Readfield's villages; and 3) assure that new commercial and industrial uses are well designed, do not negatively impact the environment or neighboring properties, do not overtax roads, and other public facilities and services and are harmonious with the visual environment.

→ Historic Resources have not changed much in the past 15 years, but the approach to preserving them has changed. This Plan has the following goal: identify, preserve, and enhance Readfield's significant historic, archaeological and cultural heritage sites.

the Plan are to protect property values and to preserve the town's rural character, and natural and cultural assets.

The Future Land Use Plan utilizes both regulatory (ordinances) and non-regulatory approaches to direct future growth and development and protect the rural character of the town. This approach enables the town to control more effectively land use while at the same time being sensitive to the needs and desires of individual landowners.

This Future Land Use Plan is an update to Readfield's current Land Use Plan last updated in 1993. This Plan is based on an analysis of trends and practices over the past 15 years and proposes the changes on the following pages.

The Future Land Use Map, incorporated into this Plan, is an essential part of this Future Land Use Plan. (See Appendix)



**Goals:**

- **Encourage orderly growth and development in appropriate areas of the community while protecting the rural character, making efficient use of public services and preventing development sprawl.**
- **Promote and maintain the character of Readfield's villages.**

→ **Assure that new commercial and industrial uses are well designed, do not negatively impact the environment or neighboring properties, do not overtax roads, and other public facilities and services and are harmonious with the visual environment.**

**General Policies:**

- A.1 Direct projected growth to areas most suitable for development and that possess relatively few severe or significant natural resource constraints.
- A.2 Promote a pattern of development that does the following:
  - includes a sufficient amount of developable land in growth areas to accommodate projected growth;
  - assures ample opportunity for affordable housing within growth areas; and
  - minimizes the impact of proposed regulations on rural landowners.
- A.3 Promote development designs that allow for densities consistent with the existing patterns of development and that result in attractive village and rural environments.
- A.4 Require developers of proposed subdivisions of ten or more lots to prepare a design option incorporating both village and open space ("cluster") design elements. This should occur prior to formal submission of a development plan to save permitting time and costs.

- 
- A.5 Provide information to prospective purchasers that may assist them in determining whether a lot conforms to the Land Use Ordinance and is developable.
- ★ A.6 Protect residential neighborhoods and existing commercial areas from potentially incompatible commercial and industrial uses. Either direct incompatible uses to areas where they will have little impact or require that they be designed to be compatible with existing areas. Performance and design standards should assure that new development minimizes environmental impacts both on-site and off-site.
- A.7 Continue to have development served by individual subsurface wastewater disposal systems or engineered community systems. A centralized public sewer system is not needed or desired.
- A.8 Protect scenic resources and important open spaces identified in this Plan as follows: require that new subdivisions and commercial developments be designed to protect view corridors, scenic vistas and important open spaces (as identified in this Plan) to the maximum extent possible. Additionally, encourage individual lot owners to site their developments to preserve view corridors, scenic vistas and important open space.
- A.9 Continue to allow small nursery schools and day care facilities in all areas of the town.
- A.10 Eliminate the current system of review and approval of home occupations. Adopt a new system where the CEO handles all licensing. Include the following:
- require annual licensing by the CEO, rather than permitting;
  - require retention of residential character;
  - prohibit certain activities that are too intensive to be regulated as home occupations; and
  - require operating standards to prevent environmental degradation or neighborhood nuisances (e.g. pollution, noise, etc.).
- A.11 Continue to allow nursing homes, boarding homes, congregate care housing and housing for the elderly in a number of locations in town. Revise or eliminate regulations that discourage these types of developments.
- A.12 Provide a high level of protection to lakes and ponds through a watershed approach that requires that development be designed to minimize stormwater runoff and water degradation due to excessive phosphorus and other contaminants.
- A.13 Monitor growth and development through a development tracking system to evaluate the effectiveness of the growth management program in meeting the goals of this Plan. Adjust implementation strategies as needed. The CEO should summarize and report on the nature and location of building permits each year to the Planning Board. The Board should discuss whether the results of the report warrant changes to the Land Use Plan or Ordinances.

---

## RURAL AREA DESCRIPTIONS AND POLICIES

### *General Rural Area Policies:*

- C.1. Maintain the relatively open and rural character of rural areas.
- C.2. Encourage resource-based uses such as agriculture, forestry and gravel/sand mining.
- C.3. Require that new construction including expansions meet performance and site design standards designed to preserve rural character to the greatest extent practicable. For example, encourage development designs that preserve scenic beauty and the natural landscape by locating buildings in or adjacent to wooded areas (as opposed to open fields).
- C.4. Minimize direct access to primary public roads by requiring, as feasible, the utilization of shared driveways or access roads in the subdivision and site review process. Preserve natural landscapes alongside rural roadways through the use of vegetative buffers where feasible.
- C.5. Require that new residential development be compatible with the natural capacities of the soil and other natural resources to treat wastewater adequately and preserve significant wetlands, farmland and woodland, unique natural areas, lake water quality and wildlife habitat. Seek to have resulting open spaces interconnected and consistent with the Open Space Plan as applicable.
- C.6. Assure that town practices, standards and regulations encourage, or provide incentives for, the protection of sensitive natural resources and the continued use of lands for farming, forestry and as open space. Consider the following:
- Encourage enrollment in current use property tax programs (Tree Growth, Farm and Open Space).
  - Encourage use of conservation easements or other mechanisms for long-term land preservation that usually entail working with a land trust.
  - Recognize established "right to farm" and "right to forest" laws and policies.
  - Allow or permit farming and forestry activities in all rural areas.
- C.7. Establish an advisory group of interested parties to develop recommendations for consideration by the Planning Board concerning the establishment of a "rural resource district."

### ★ *Rural Residential District:*

The Rural Residential District is generally located along major roadways and serves primarily low-density residential housing. The district severely limits commercial activities that are not related to natural resource use. The Rural Residential District will generally extend 500 feet perpendicularly from the centerline of roads except when drawn to follow existing parcel boundaries as displayed on the Future Land Use Map. The following policies are designed to promote this designation:

- C.8. Require a minimum lot size of 80,000 square feet or an equivalent density. Encourage or require clustered development depending on the situation. Permit accessory apartments

---

without a requirement for additional land to meet density or minimum lot size requirements to avoid excessive consumption of land.

- C.9 Require that new subdivisions be designed to protect view corridors, scenic vistas, wildlife habitat and important open space to the extent practicable. Encourage individual lot owners to site their homes so as to preserve scenic vistas, wildlife habitat and open space.

**★ Rural District:**

This designation is intended to preserve existing rural development patterns of mixed, lower density land use. This is the portion of the current Rural District that is already developed to some extent (See Land Use Map). The following policies are designed to promote this designation:

- C.10 Require a minimum lot size of 80,000 square feet. Allow for a reduction in the minimum lot size to 40,000 square feet for cluster subdivisions provided that the overall density is 80,000 square feet per lot and all other standards are followed.
- C.11 Allow the following land uses: agricultural and forestry activities, mineral extraction, single and two-family residences, cluster development, manufactured housing and mobile homes, small-scale commercial and industrial uses, governmental uses, institutional uses, parks, recreation areas, common shoreland accesses, campgrounds, public utilities and automobile graveyards.
- C.12 Accommodate larger commercial and industrial development under the special Commercial/Industrial District provisions as long as the development is designed to preserve the rural character of the area.
- C.13 Require that new subdivisions be designed to protect view corridors, scenic vistas, wildlife habitat and important open space to the extent practicable. Encourage individual lot owners to site their homes so as to preserve scenic vistas, wildlife habitat and open space.

**Rural Resource District:**

A Rural Resource District would be particularly notable in terms of its natural resource characteristics and is deserving of special consideration. Such a District designation would seek to provide special protection to areas including but not limited to the following: land in or eligible to be in Tree Growth, Farmland or other open space programs; significant wildlife habitat; substantial areas of soils rated as prime for agriculture or poor for development; scenic views; conservation areas and significant acreages of undeveloped land.

**Shoreland Districts:**

Three classifications of shoreland areas will be retained:

- Shoreland Residential
- Resource Protection
- Stream Protection



are the public schools, the private Kents Hill School and Saunders Manufacturing Company. By far, however, most residents work in a community other than Readfield generally in the Augusta area. In recent years there has been a significant increase in home occupations.

Readfield has a small manufacturing base as well as independent workers and service providers. More than 100 small commercial establishments are located in town. Most Readfield residents do not want large-scale economic development in town. Nevertheless, the growth in demand for jobs, concern over increasing commuting pressures and the lack of opportunities and developable areas in town suggest the need for local measures including local investment in economic development infrastructure for small business and clean, light industry. The town also participates in several regional economic development initiatives.

Clean, light industry involves manufacturing, packaging, processing or assembly of finished products from previously processed materials. It does not include the processing of raw materials, the generation or use of extremely hazardous materials or salvaging operations. The facility, including storage of material and equipment, must be consistent with existing community character. Its activity should be conducted substantially within buildings and must limit the potential nuisances of noise, odor, air and water pollution beyond the property's boundaries.

→ Economic activities provide goods and services used by the residents of the community as well as local jobs. At the same time they can have undesirable impacts on neighboring properties and the environment such as noise, dust, litter, traffic, visual degradation or loss of privacy. Mitigating these impacts will protect both parties and assure that existing community character is maintained.

Among area towns, Readfield follows only Winthrop in regard to providing local job opportunities for its residents. The major service and retail centers of town are in the villages.

## Goals and Policies

✱ **Goal:** Allow for new commercial, service and clean light industrial growth in designated areas to diversify the Town's tax base, promote local job opportunities and make important services available for local citizens. The scale of new uses should be in keeping with existing community character.

### Policies:

3.1 Review and revise town ordinances, as appropriate, to encourage the establishment and operation of businesses within the parameters of other municipal goals.

- Maintain provisions that allow legally existing nonconforming industrial and commercial activities to continue and expand current operations with a cap of 100 percent expansion over the 1998 level.
- Direct industrial, commercial (excluding home occupations) and retail land uses to village or commercial/industrial area and away from incompatible land uses.

**Table 7-1  
Recreation and Conservation Lands in Readfield**

<b>Property</b>	<b>Ownership</b>	<b>Uses</b>
→ Factory Square Dam Site	Town	parking, historic site
Readfield Fairgrounds	Town	town events, recreation
Fogg Farm Woods	Town	conservation, trails
Torsey Pond Nature Preserve	Town	nature trails, scenic views
Town Forest/Farm	Town	trails, historic site
Readfield Recreation Lot	Town	playground, athletic field
Lot near state boat landing on Rte. 41	Town	conservation
Readfield Elementary School	Town	education, athletic fields/trail
Readfield Beach	Town	recreation
Former Parks Lot, Main St.	Town	Conservation
Small Corner lot, Giles Rd./Main St.	Town	Conservation
Maranacook Middle/High School	CSD #10	education, athletic fields/trails
Wyman Memorial Forest	Kennebec Land Trust	conservation, nature study
Gannett Woods (Shed Pond) Area	Kennebec Land Trust	
MacDonald Conservation Area	Kennebec Land Trust	
Tyler Conservation Area	Kennebec Land Trust (easement)	
St. Andre Fields	Kennebec Land Trust (easement)	
Echo Lake Watershed Preserve #1	Kennebec Land Trust	
Echo Lake Watershed Preserve #2	Kennebec Land Trust	
Avery-Smith Shoreland	Kennebec Land Trust	Echo Lake water access only
Carleton Pond Watershed	Augusta Water District	no public access
NEFF Area off Dan Luce Road	N.E. Forestry Foundation	Forest management

Source: Readfield Conservation Commission

The town owns about 274 acres of the approximately 1758 acres of protected land (excluding submerged lands) listed above. This protected land equals approximately 8.8% of the town's land base. Partially protected lands include Camp K-V and Camp Kirkwold, which total an additional 170 acres. Much of the Kents Hill School property remains undeveloped. In 1990, the town established an open space acquisition fund. The fund was set up as a non-lapsing fund to build over time and be available for the acquisition of lands with important natural and recreational resources.

One of the reasons for the establishment of the acquisition fund was the potential sale of the Augusta Water District lands around Carleton Pond. In 1989 the Water District considered selling the lands of which 568 acres lie within Readfield when it decided to build a water treatment plant that would eliminate Carleton Pond as a primary drinking water source. It proposed selling the lands to the state's Land for Maine's Future Program. However, the Water District has decided to maintain Carleton Pond as a drinking water source and is no longer planning to sell the surrounding watershed lands.

FINAL DRAFT (June 2006)

---

# READFIELD OPEN SPACE PLAN



Prepared for the Town of Readfield  
By Kent Associates Planning & Design

SPRING 2006

---

# Introduction

## 1.1 WHAT IS AN OPEN SPACE PLAN?

An Open Space Plan is a plan that outlines the vision, priorities and strategies for conservation and outdoor recreation in the community for the next 10 to 20 years. This plan takes stock of what open space resources Readfield has now, what the future needs and conservation priorities might be, and develops a set of recommendations for how to meet the town's open space needs and goals. And like the Comprehensive Plan, it is developed through a public participation process to involve diverse local interests.

### What can an Open Space Plan do for Readfield?

This Plan is an opportunity for the community to envision the future of open space in the town, and what can be done about it. A plan addresses:

- ♦ Protecting natural resources as the town grows and changes;
- ♦ Providing outdoor recreation (trails, fishing, walking, etc.) as the town grows and changes;
- ♦ Maintaining rural character, quality of life;
- ♦ Supplementing the Comprehensive Plan & growth management planning;
- ♦ Outlining values and priorities to help guide future decision-making for conservation & outdoor recreation in town;
- ♦ Helping to secure funding for conservation & outdoor recreation actions/initiatives.

## 1.2 OPEN SPACE PLAN GOALS

This Plan was developed with the following key goals in mind:

- Identify Readfield's open space needs and priorities (short- and long-term);
- Develop a plan that provides local government and private conservation organizations with a "blueprint" for future land conservation efforts;
- To develop an Open Space Plan that supplements the updated Comprehensive Plan.

### **COMPREHENSIVE PLAN UPDATE**

The Open Space Plan is an important supplement to the town's Comprehensive Plan, providing a vision and plan specifically for conservation and recreation.

*Excerpted text from the draft  
Comprehensive Plan*

#### **Policy:**

"Develop an Open Space Plan to preserve significant corridors and public access to passive recreational resources." (*Chapter 7, Outdoor Recreation*)

#### **Strategies:**

- Determine appropriate levels and locations for open space and recreation land within Readfield.
- Incorporate trail network concept into open space plan.
- Identify and promote greenbelts through the Town for wildlife habitat, open space, and recreation that could be established in cooperation with public and private landowners.
- Add to the Open Space Fund established for future acquisition of natural lands through fund-raising, grants, and impact fees, as identified in the open space plan.



#### 1.4 Functions of Open Space in Readfield

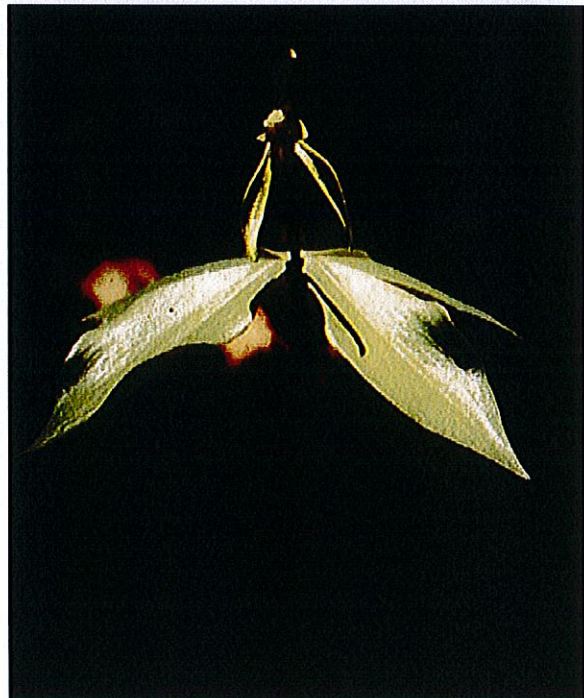
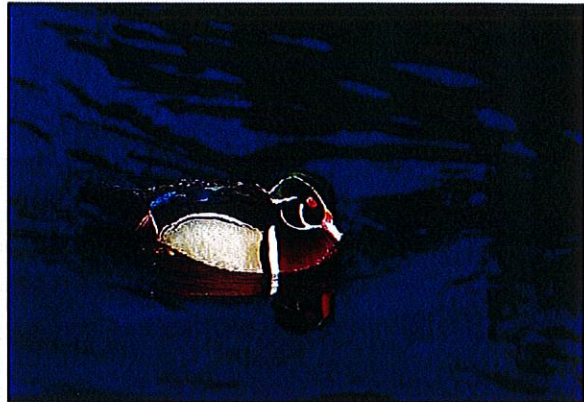
The open space land in Readfield, whether public or private, has many different functions. The functions or uses of open space include:

- ◆ Outdoor recreation (parks, trails, ballfields, water access, etc.)
- ◆ Wildlife habitat
- ◆ Farmland or woodlots
- ◆ Cultural or historic sites

Conserved open space is important to maintaining these types of rural uses, which can benefit both the community and private landowners.

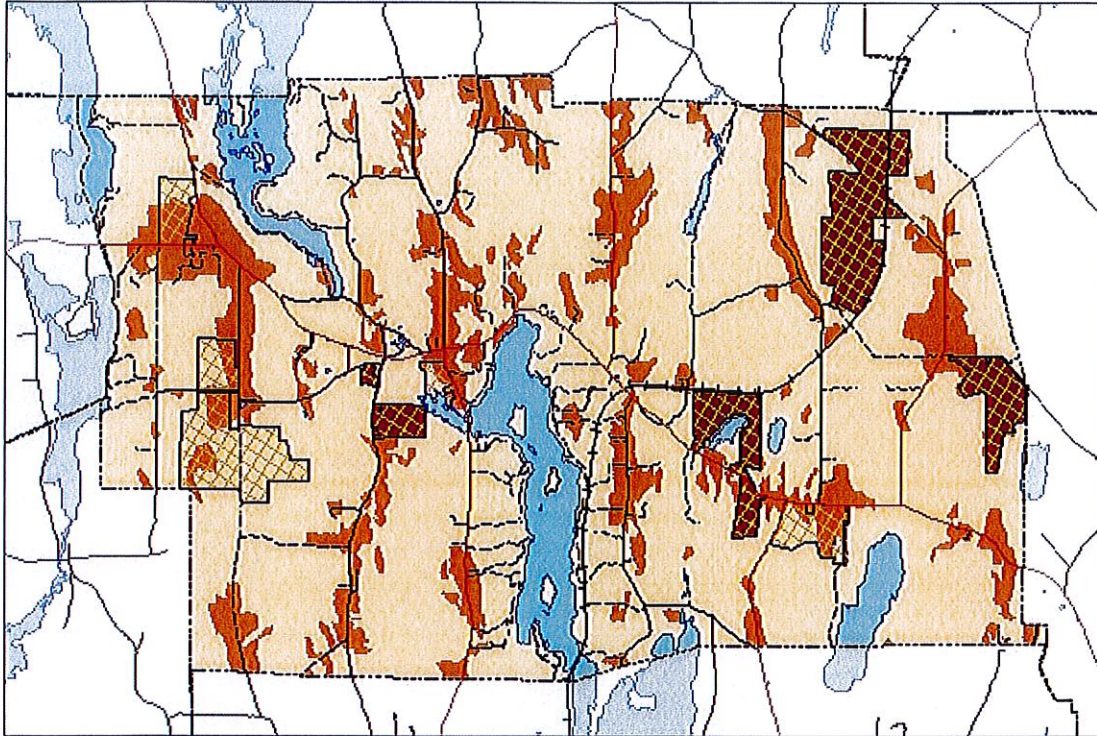
#### **Open Space: Wildlife Habitat & Natural Resources**

Open space includes unique natural resources and provides for wildlife habitat. The stability and quality of these depends on the possible future impact of development and land use changes in town.





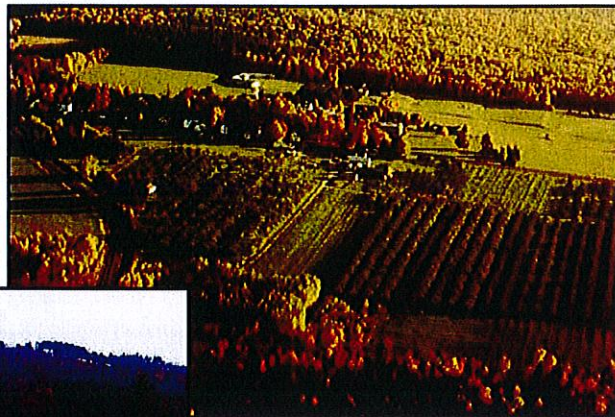
**Farmland**



Parcels enrolled in the Farmland tax program are shown in **solid brown**, while the most recently active farms (some of which aren't enrolled in a current use tax program) are indicated by the **light brown hatch**. Prime agricultural soils are shown in **salmon**.

Farmland is a unique but endangered feature of Readfield's open space network. A few farms remain in town, including a handful of parcels enrolled in the Farmland & Open Space current use tax program, though their future is uncertain. Maintaining active agriculture requires strong community support, willing farmers, and pro-active farmland conservation initiatives.

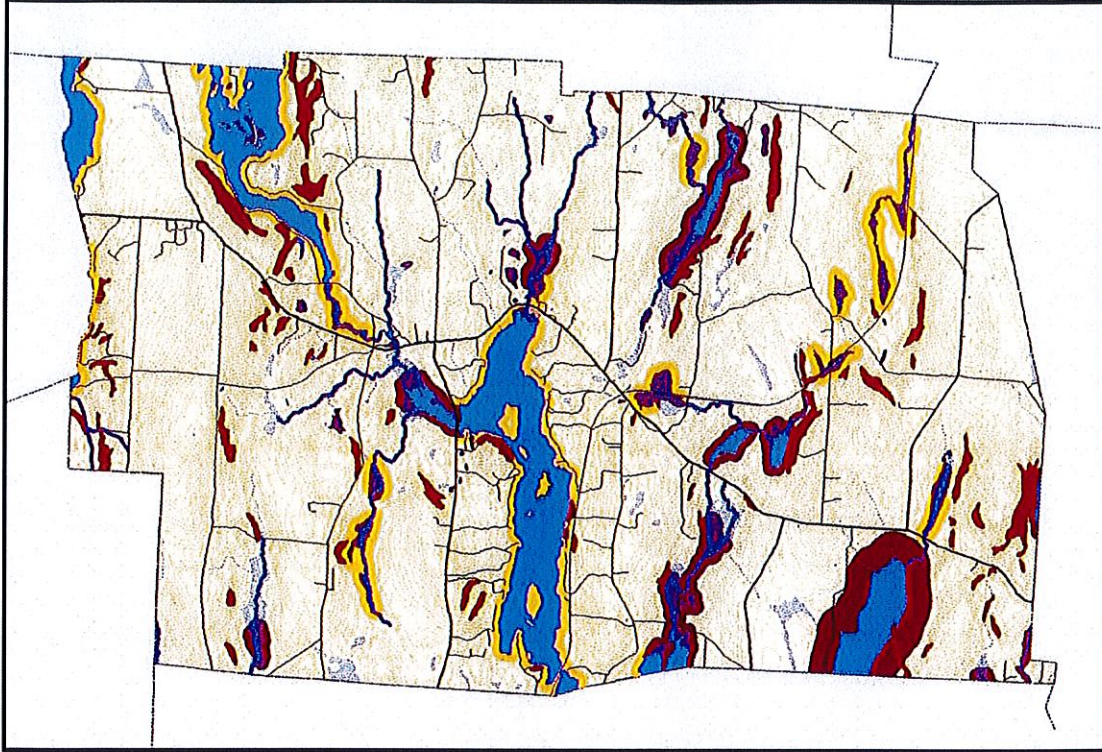
*Kents Hill Orchard*



*Agricultural land in Readfield*

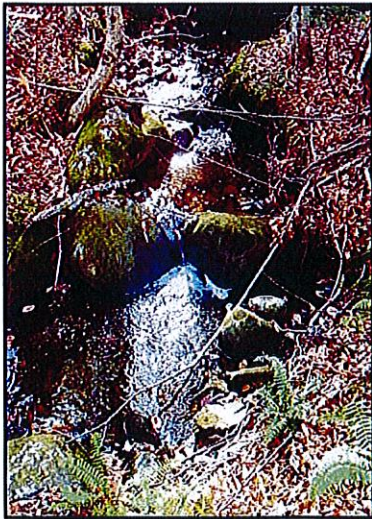


**Resource Protection & Shoreland Zones**



Some of Readfield's natural resources are already under some regulatory protection from development. Surface water shorelands fall under the protection of Shoreland Zoning (*yellow*) as do some streams (*purple*), while other natural resource areas such as major wetlands and steep slopes (over 20%) fall under the protection of the Resource Protection Zone (*brown*).

*A stream near Torsey Pond*



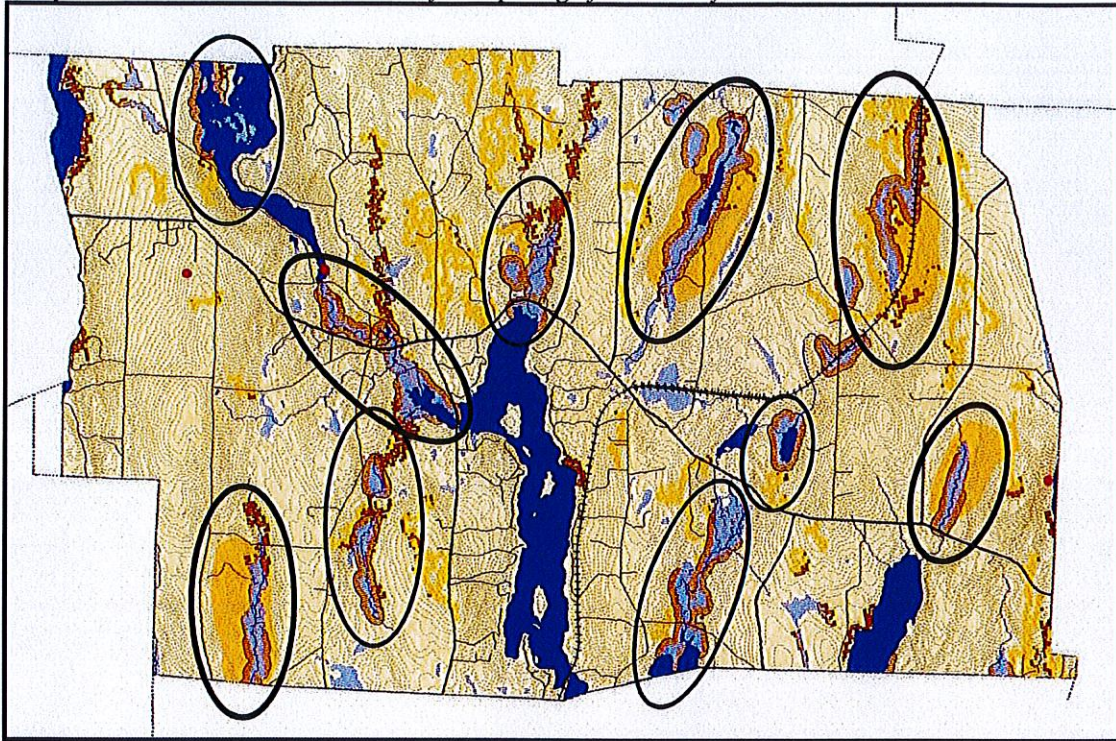
*Mill Pond*



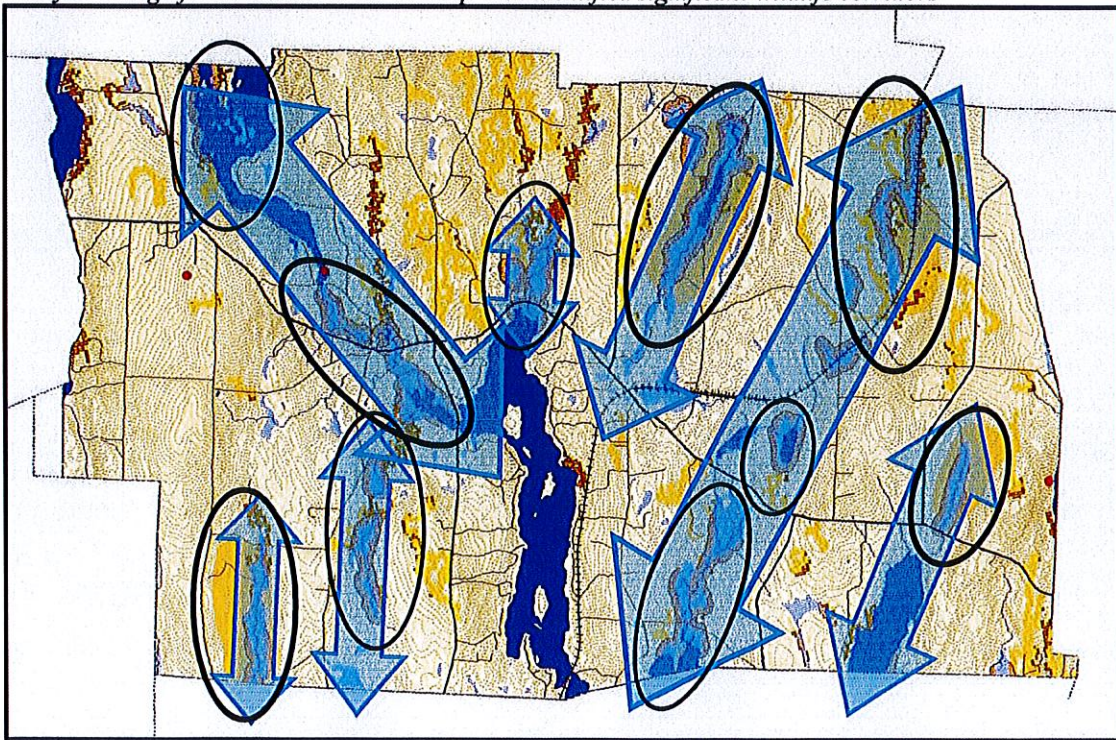


**High Value Wildlife Habitat**

*Analysis 1: Areas with and occurrence of multiple significant wildlife habitats*



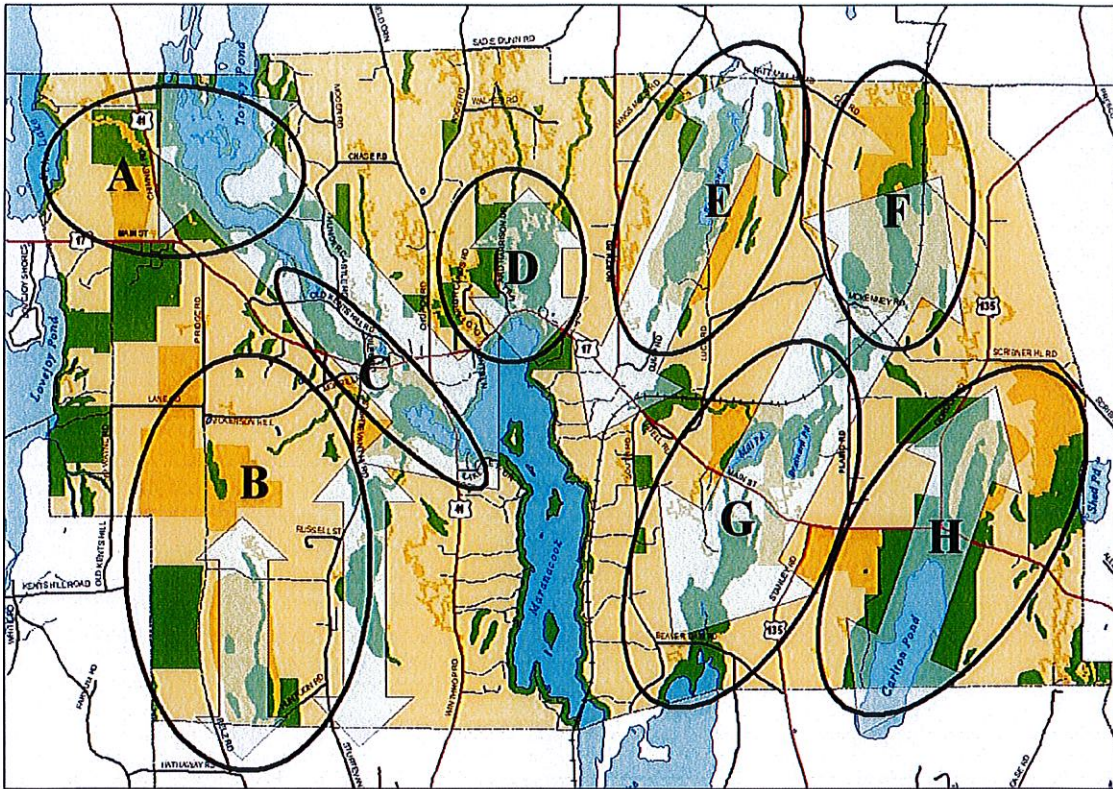
*Analysis 2: Significant habitat areas overlap with identified significant wildlife corridors*





**Multi-Value Priority Areas**

These priority areas are the result of identifying areas with overlapping open space values. (See table, next page.)



**Multi-Value Priority Areas**

- A) Potential for connecting open space parcels  
Part of an identified open space corridor  
Includes water access  
Includes existing trails  
Contains significant wildlife habitats
  
- B) Contains significant wildlife habitats  
Potential for connecting open space parcels  
Is part of a large block of relatively unfragmented open space  
Includes a large ownership tract/parcel  
Includes farmland  
Includes existing trails
  
- C) Contains significant wildlife habitats  
Part of an identified open space corridor  
Includes water access  
Includes an identified high-value scenic view  
Includes existing trails

(Continued next page.)

# APPENDIX D

## Map 120 Lot 13 - Timeline



## Robert Bittar Map 120 Lot 13 Time Line

Date:

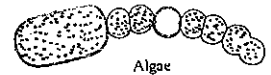
- 12/03/2013 **STOP WORK ORDER** for making structural alterations to the building which exceed normal repair and maintenance.
- 05/14/2014 PLANNING BRD APPLICATION to complete building repairs they began last Fall.
- 06/12/2014 NOTICE OF DECISION approves the reconstruction of the residential building with conditions.
- 09/22/2014 PLANNING BRD APPLICATION expanding the single family building.
- 11/13/2014 NOTICE OF DECISION approves the expansion of a non-conforming single family structure with conditions.
- 11/19/2014 BUILDING APPLICATION for a single family dwelling, barn/kitchen construction and septic system approved by Planning Board.
- 04/14/2015 PLANNING BRD APPLICATION Change from 8 X 13 bump out to 5 X 20 add 12 X 20 breezeway to single family home.
- 05/13/2015 NOTICE OF DECISION: approved the expansion of a non-conforming single family structure with conditions.
- 06/18/2015 PLUMBING PERMIT 1-bath tub, 2-sinks, 6-wash basins, 3-water closet (toilet), 1-clothes washer, 1- dish washer, and 1-hoseibb/sillcock.
- 07/28/2015 LETTER FROM PLANNING BOARD CHAIR reminding Mr. Bittar that all Planning Board approvals to date have limited use of this property to single family residential.
- 07/07/2017 PLANNING BRD APPLICATION proposes a town event and community center and proposes the construction of a Chestnut Tree Gazebo. Request to change zoning of several lots for food sales and events.
- 07/13/2017 **NOTICE TO STOP WORK** because CEO received notification from the State of Maine (DHHS) requesting approval of your new well as a public well to serve “The Readfield Country Club”, and received a septic design from Survey Works for a future for a 45 seat Community Center/Eating Place among several other reasons.
- 07/17/2017 WITHDRAWING PLANNING BRD APPLICATION DATED 07/07/2017 and request continuation of their residential building permit.
- 07/18/2017 CONSENT AGREEMENT Mr. Bittar signed agreement that Map 120 Lot 13 will ONLY be used as a single family dwelling with any change of use reviewed and permitted by the Readfield Planning Board.

- 04/24/2018 PLANNING BRD APPLICATION for change in use to a Community Center/Club/Association in which his application states he filed plans with the Fire Marshall's Office and with Maine Department of Corporation for a non-profit corporation Music and Arts Coalition of Maine.
- 05/03/2018 CEO PERMIT APPLICATION for Map 120 Lot 17 for a parking area with 35 vehicle spaces.
- 06/27/2018 NOTICE OF DECISION on the Planning Board Application for change in use and the application was denied. The Board voted unanimously to DENY the application for a change of use at the 26 Mill Stream Road property, finding that the proposed use, located in the Rural Residential District, is not consistent with the definition of "community center, club" in the Readfield Land Use Ordinance, and therefore cannot be approved by the Planning Board.
- 07/05or06/2018 FIRST PETITION SUBMITTED TO CLERK Mr. Bittar submitted his first petition for a special town meeting secret ballot vote to change zoning. Couple days later Mr. Bittar called the clerk and said that he was not a registered voter in Maine and is sending Leah Hayes down to sign as the circulator of the petition. After Ms. Hayes signed, the Town Clerk realized, Mr. Bittar was the actual circulator and could not accept Ms. Hayes as the circulator. Mr. Bittar agreed to pull in petition and start a new one. Mr. Bittar gave the Clerk a copy of his message he was sharing with signers. Mr. Bittar's second petition was submitted by mutable circulars and certified on Aug. 8<sup>th</sup>.
- 07/10/2018 PLANNING BRD APPLICATION for Zoning change on Map 120, Lots 11, 12, 13, 14, 16, 17, 18 from Rural Residential to Rural to facilitate the following community center/club as well as its supportive commercial retail activities at 26 Mill Stream a non-commercial, voluntary association of persons, the clubhouse / meeting house is open to members and guests only.
- 07/19/ 2018 CERTIFICATE OF OCCUPANCY issued to Robert Bittar for 26 Mill Stream Rd. a single family – 2 story with attached barn with maximum allowable bedrooms with current disposal system – up to 7 bedrooms / 2 bathrooms with flushes and sinks and 1 tub area. Permit issued with conditions.
- 08/06/2018 E-MAIL TO CEO subject Open House for our Readfield Concert Barn
- 08/08/2018 PETITION FILING/VALIDATION RECORD for a petition filed in the clerk's office for a change in zoning for Map 120 Lots 11, 12, 13, 14, 16, 17 and 18 from Rural Residential Resource Protected to Rural Resource Protected.
- 09/09/2018 E-MAIL TO CEO from Mr. Bittar letting the CEO know that he has over 250 signatures AGAIN, and that 1500 people are interested on Facebook that may come to his concert. Wants us to have numbered free invitations available for distribution at the Town Office.
- 08/11/2018 MEDIA ADVERTISING "Open House for our Readfield Concert Barn" by Robert Bittar in the Community Advertiser.
- 08/11/2018 MEDIA "Readfield man, lacking permit for commercial music venue, to hold free concert at barn" article in Central Maine Newspapers

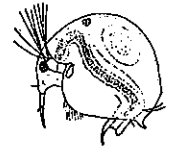
# COBBOSSEE WATERSHED DISTRICT

P.O. Box 418, Winthrop, Maine 04364

Telephone (207) 377-2234



Algae



Zooplankton

WILLIAM J. MONAGLE  
Executive Director

*Maine's first regional lake management district*

## MINUTES

The Cobbossee Watershed District Board of Trustees held its four hundred and fortieth meeting on July 10, 2018 at 7:00 PM, at the Winthrop Police Department's Conference Room, Winthrop, Maine. Present were:

Shelly Gerstein – Readfield Trustee – Chairman  
Jane Andrews – Wayne Trustee  
Robert Clunie – Gardiner Trustee  
Mark Fish – Richmond Trustee  
Sandra Small-Hughes – Winthrop Trustee – Vice-Chair  
Douglas Ludewig – Monmouth Trustee – Clerk  
Joseph Saunders – Monmouth Trustee  
William Monagle – Executive Director  
Wendy Dennis – Limnologist  
Ryan Burton – Water Resources Technician

Chairman Gerstein called the meeting to order at 7:05 PM.

Mr. Monagle presented the Minutes from the April meeting. Trustee Small-Hughes **moved** to accept the April Minutes; Trustee Saunders **seconded**; the motion **passed** unanimously. Mr. Monagle presented the Minutes from the May budget meeting. Trustee Saunders **moved** to accept the May Minutes; Trustee Small-Hughes **seconded**; the motion **passed** with two abstentions.

Mr. Monagle presented the April Financial Report. Trustee Saunders **moved** to accept the April Financial Report; Trustee Ludewig **seconded**; the motion **passed** unanimously. Mr. Monagle presented the May Financial Report. Trustee Saunders **moved** to accept the May Financial Report; Trustee Small-Hughes **seconded**; the motion **passed** unanimously. Mr. Monagle presented the June Financial Report. Trustee Saunders **moved** to accept the June Financial Report; Trustee Clunie **seconded**; the motion **passed** unanimously.

Mr. Monagle reported that there has been minimal progress made to date on the Updating the Watershed-Based Plan for Annabessacook Lake Project (Clean Water Act §604b). He said that he has made some initial progress on preparing a couple of required plans for the project including a Survey Implementation Plan (SIP) to outline watershed survey procedures and a Sampling Assurance Plan (SAP) detailing the methodology for conducting the in-lake monitoring program. With regard to the Cobbossee Lake Watershed Protection Project (Clean Water Act §319), he said that we are in the final year of the project and that at this time he has two road improvement projects in the works. He said the project on Ware Road (Manchester) on which he intends to install two level spreaders to divert runoff to wooded buffers is in jeopardy. He said an abutting property owner is less than enthused to allow for the removal of a few trees and installation of two ditches necessary to connect flows to the level spreaders. He said that talks

with the property owner are underway and hopefully will lead to a successful project. He said that he hopes to conduct two workshops in the near future along with the Friends of the Cobbossee Watershed (FOCW) that will focus on Low Impact Development Techniques (LID) for property owners. He also reported that in June he submitted a grant proposal to the Maine DEP to conduct a second phase to the project.

Ms. Dennis reported on progress on the Cochnewagon Lake NPS Watershed Restoration Project, Phase II (CWA §319). She said there are road and drainage improvement projects lined up to be completed on Robinson Drive and Cochrane Drive. Cochrane Drive, she said, had had substantial work performed on it during the previous Phase I effort, but funds had run out before all work could be completed. She said she is also working on a project on Paradise Drive on the southeast shore of Cochnewagon Lake where cooperation is needed between the property owners and the railroad company (Pan Am) as well as a project on Packard Road with the Town of Monmouth Public Works Department. She said that the FOCW, a project partner, will be conducting 20 site visits along the shoreline through their LakeSmart-Start program. She circulated a promotional flyer that was mailed to 89 shorefront residents. She reported on an educational outing that the CWD and the FOCW conducted at the town beach on the lake and explained the various activities involved and noted that on Saturday, July 21<sup>st</sup> the CWD will utilize the FOCW's pontoon boat to provide tours of completed projects around the lake and discuss other related topics such as water quality monitoring and the upcoming alum treatment. She said she is holding a public information meeting on July 23<sup>rd</sup> at Cumston Hall in Monmouth to discuss the overall Cochnewagon Lake improvement program. With regard to the Cochnewagon Lake Restoration Project, Phase III: In-Lake Alum Treatment project (CWA §319) she said that the nutrient inactivation (i.e., alum) treatment is scheduled for 2019. She noted that an initial treatment was performed in 1986 and that the recently approved Cochnewagon Lake Watershed-Based Plan recommended that a second treatment be performed to provide the desired level of improvement in the lake's water clarity and that the Town of Monmouth has secured their share (\$175,000) of the project cost.

Ms. Dennis said that July is milfoil survey month on Annabessacook Lake and that currently more volunteer surveyors are needed or else the CWD and the Friends of Cobbossee Watershed (FOCW) will be relied upon to do more of the surveying of the 37 delineated sectors than planned. She reported that DNA analysis has confirmed a new patch of the invasive variable-leaved water-milfoil in the southeast corner of the lake. And in general, she said, there has been a lot of plant fragmentation due to boat traffic and wind action and that plant growth in the major infested areas has been very heavy. Mr. Burton said that last year he assisted in installing 6 pairs of red/green channel markers in the main channel leading from the Waugan Road boat launch. He said that this year more buoys were added to the channel. Ms. Dennis stated that the Maine Department of Inland Fish and Wildlife (DIF&W) has located a site on the lake for a new boat launch facility but no purchase has been completed at this time. She said that any surface use restriction to impede the spread of milfoil throughout the lake will have to be agreed upon by the DIF&W and the Maine DEP, adding that a surface use task force meeting between the CWD, Annabessacook Lake Improvement Association, DEP, and the FOCW is scheduled for next week. She said that the FOCW had received a \$25,000 grant from the DEP to support milfoil removal in the lake and that they again hired New England Milfoil (NEM) to do the work. She said that NEM has removed a lot over the past couple of weeks and that there is still a lot

remaining. Mr. Burton said that the milfoil NEM removed last year has fully re-grown. He said he understands it takes several years of removal to see good progress.

Mr. Burton circulated a Lake Water Levels Report he prepared stating that all lakes are within the CWD summer standards and that all except Annabesacook Lake are below their respective full pond level. He said that it has been quite dry so far this summer and that we are in need of rain. Of note, he said, is that we have lowered the full pond elevation of Maranacook Lake from 212.0' to 211.5' NGVD in an effort to reduce the harmful impacts of shoreline erosion on water quality and shorefront property. Ms. Dennis reported that the Maranacook Lake Outlet Dam repair project had gone out to bid and that three bids had been received. She said that the two lower bids were reviewed, and that both were qualified and reasonable and the lowest bidder was recommended by the Maranacook Lake Outlet Dam Committee. She said that the Towns of Readfield and Winthrop met jointly last evening to discuss the bids, after which, both towns opted to go with the lowest bid of \$476,500. She said that on a related note, in Winthrop there have been discussions regarding the timing of the stabilization of the streambank adjacent to the dam. She said that some of the town councilors would like to see the work completed this year to address the concerns of the adjacent property owner regarding streambank erosion. She said that the Natural Resource Protection Act (NRPA) permit requires that the work be performed between June 1st and November 1st.

Mr. Burton provided an overview of current (July) lake water clarity readings, expressed as Secchi disk transparency (SDT). He presented a chart showing the current SDT values as well as a table comparing the 2018 July values with those of the previous four years. He noted that Cobbossee Lake in particular was off to a good start this summer. He said that there have been no algae (i.e., phytoplankton) blooms observed yet this summer in district lakes, but there has been an observed increase in localized blooms of metaphyton, or filamentous green algae, which resemble masses of green cotton candy in nearshore zones.

Chairman Gerstein reported that his three year term on the board is up and that he will not be seeking reappointment from the Town of Readfield. He said he has thoroughly enjoyed his time as a member of the board of trustees. All in attendance thanked him for his service to the CWD.

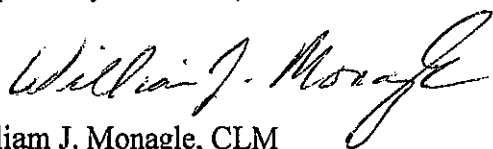
Mr. Monagle reported that the long awaited alewife roundtable discussion he had anticipated and arranged took place on May 30th at the DEP. He said he had wanted this meeting to be able to discuss, with interested agencies, academicians, and stakeholders, the prospective re-introduction of anadromous sea-run alewives into the Cobbossee Stream watershed and the potential impact this might impose upon the water quality of district lakes and ponds. He said that the CWD will likely be taking a formal position on this prospective action in the future and he said ideally our position will be well informed and soundly based on science. He said the meeting was attended by both him and Ms. Dennis and representatives and/or scientists from the Maine DEP, Maine Department of Marine Resources (DMR), University of Southern Maine (USM), Lake Stewards of Maine (formerly Maine Volunteer Lake Monitoring Program), and the FOCW. The discussion, he said, was described by one attendee as thought provoking, and all agreed that a follow-up meeting in late fall would be good.



Mr. Monagle said that the CWD's truck is 15 years old and close to being on its last legs. He said a truck is vital to CWD operations and he recommended that it be replaced soon. He explained the amount and sources of funds he felt could be applied to replacing the truck. Trustee Andrews **moved** to authorize up to \$30,000 to be applied to purchasing a replacement truck; Trustee Small-Hughes **seconded**; the motion **passed** unanimously.

The meeting was adjourned at 9:15 P.M.

Respectfully submitted,



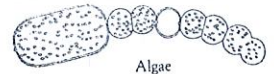
William J. Monagle, CLM  
Executive Director  
Secretary to the Board

# COBBOSSEE WATERSHED DISTRICT

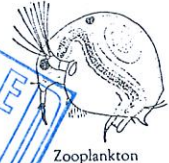
P.O. Box 418, Winthrop, Maine 04364

Telephone (207) 377-2234

*Maine's first regional lake management district*

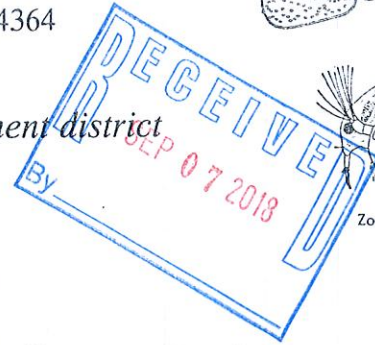


Algae



Zooplankton

WILLIAM J. MONAGLE  
Executive Director



## AGENDA

The **Cobboossee Watershed District** Board of Trustees will meet on **Tuesday, September 11, 2018**, at 7:00 PM, at the Winthrop Police Station, 2<sup>nd</sup> Floor Conference Room, 15 Town Hall Lane, Winthrop, Maine.

1. Call to Order.
2. Approval of the July Minutes.
3. Approval of the July and August Financial Reports.
4. Project Updates
  - Updating the Watershed-Based Plan for Annabessacook Lake (CWA §604b)
  - Cobboossee Lake NPS Watershed Protection Project (CWA §319).
  - Cochnewagon Lake NPS Watershed Restoration Project, Phase II (CWA §319).
  - Cochnewagon Lake Restoration Project, Phase III: In-Lake Alum Treatment (CWA §319).
  - Invasive Aquatic Plant (e.g., milfoil) Update.
5. Lake Water Levels and Water Quality Report.
  - Current Water Levels Status.
  - Maranacook Lake Outlet Dam Project.
6. Lake Water Quality Summary.
7. Executive Director's Report / Staff Activities / Other Business.
8. Adjourn.

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

**Eric Dyer**

---

**From:** Eric Dyer <[readfield.tmgr@roadrunner.com](mailto:readfield.tmgr@roadrunner.com)>  
**Sent:** Monday, August 27, 2018 8:41 AM  
**To:** 'Matthew'  
**Subject:** RE: Readfield Enterprise Committee Organizational Meeting

Thank you Matt, for the email.

These things happen and I appreciate the interest you and your family have had in Readfield. It truly is a wonderful community and we are of course disappointed to see you go. Moving a family is never easy, especially when you find a place you enjoy. I wish you the best in your travels and employment. A new and different opportunity for you, but please know that this is not an inconvenience for us.

Thank you again,

Eric

**From:** Matthew [<mailto:matthewguba@gmail.com>]  
**Sent:** Saturday, August 25, 2018 8:22 AM  
**To:** [readfield.tmgr@roadrunner.com](mailto:readfield.tmgr@roadrunner.com)  
**Subject:** Re: Readfield Enterprise Committee Organizational Meeting

Eric,

Unfortunately I have some bad news. My company was recently sold (or is in the process of being sold pending FINRA approval). Therefore unexpectedly our family is going to have to relocate. We are pretty devastated as we finally were thrilled to be settling down and this kind of came from nowhere.

That being said, I understand it may put everyone in a challenging position with my absence. I am happy to do anything I can to help out. I formally head down to Boston starting the week of 9/10 and will be working there during the weeks and back on weekends until we can relocate. Whether it's before or after a move I am more than happy to do what I can to assist, and I sincerely apologize for the inconvenience this causes.

Please don't hesitate to let me know if you have any questions.

Sincerely,  
Matt Guba  
603-475-4125  
[matthewguba@gmail.com](mailto:matthewguba@gmail.com)

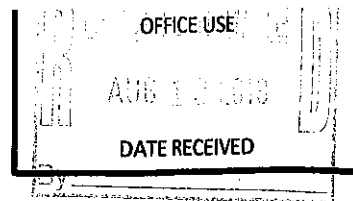
On Fri, Aug 24, 2018 at 1:44 PM Eric Dyer <[readfield.tmgr@roadrunner.com](mailto:readfield.tmgr@roadrunner.com)> wrote:

Good afternoon,

We are preparing for the organizational meeting for the Readfield Enterprise Committee. Thank you for your interest in this group and willingness to volunteer!

# 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?

PLANNING BOARD

Term:

2023

Do you have previous experience on this board or committee?

Yes

No

Name: CHARLES "ED" BERGMAN

Phone (H):

Street address: 47 HARMONY HILLS RD

Phone (C): 207 446 3608

Mailing address: SAME

E-Mail: edbergman@live.com

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

FORMERLY SERVED ON PLANNING BOARD IN FARMINGTON, ME. OWNED AND WAS LICENSED REAL ESTATE BROKER FOR TWENTY YEARS

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

I WOULD LIKE TO PUT MY EXPERIENCE TO USE IN ASSISTING THE TOWN OF READFIELD IN SUSTAINABLE PLANNED GROWTH MANAGEMENT.

If you are currently employed, what is your position?

I AM RETIRED.



APPLICATION FOR APPOINTMENT FOR:

Name: CHARLES "ED" BERGMAN Position: PLANNING BOARD Term: 2023

"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: Charles E. Bergman Date: 8/19/18

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: 9-10, 2018

SELECT BOARD APPROVAL

To Charles "Ed" Bergman of Readfield, in the County of Kennebec and State of Maine: There being a position on the Planning Board 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 6-30-2023. Given under our hand this day of 20

Bruce Bourgoine John Parent Dennis Price
Christine Sammons Kathryn Mills Woodsum

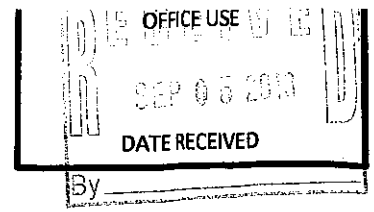
CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? Yes No If yes, what date:
Is an Oath appropriate: Yes No If yes, what date

Revised 08/01/2016 for in office use.

# 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?

AGE FRIENDLY - ASSOC. Member

Term:

2020

Do you have previous experience on this board or committee?

Yes

No

Name: EDWARD A. DODGE

Phone (H): 685-4400

Street address: 1066 MAIN STREET

Phone (C): 458-1739

Mailing address: P.O. Box 99 READFIELD, MAINE 04855

E-Mail: E.Dodge3373@foodrunner.com

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

SEE ATTACHED

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

SEE ATTACHED

If you are currently employed, what is your position?

SEE ATTACHED

**APPLICATION FOR APPOINTMENT FOR:**

Name: Edward Dodge Position: Age Friendly 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: \_\_\_\_\_ Date: \_\_\_\_\_

**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 Edward Dodge of Readfield, in the County of Kennebec and State of Maine: There being a position on the Age Friendly 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

Edward Dodge CSA(Certified Senior Advisor) , for the past 10 years. To retain this certification, I am required to complete 30 credit hours every two years on subjects related to assisting Seniors. Also, I am associated with the Senior Planning Center in Farmington as a licensed Insurance Agent for the Medicare programs and other programs that benefit Seniors. This also requires annual certification completion of Medicare rules and regulations in addition to certification by Insurance companies that provide Medicare programs for Seniors.

I am a member of Lafayette Lodge #48 AF&AM in Readfield and the "Handy Helpers" program was organized by a Masonic Lodge in Maine and has been in our Lodge since late Winter. I have been working on getting more lodge members involved. Also, have some members from the Readfield United Methodist men's group.

I am part time self-employed. Insurance Agent and part time retired(USN-Ret)

# **PUBLIC HEARING**



**RESERVED**

# **NEW BUSINESS**



Readfield Select Board  
September 10, 2018  
Item # 19-027

Maine Department of Health and Human Services  
Office for Family Independence  
19 Union Street  
11 State House Station  
Augusta, Maine 04333-0011

PAUL R. LEPAGE  
GOVERNOR

BETHANY L. HAMM  
ACTING COMMISSIONER

TO: Municipal Officials/Welfare Directors/General Assistance Administrators  
FROM: Sara Russell, General Assistance Program Manager  
RE: 2018-2019 General Assistance Ordinance Maximums  
DATE: August 30, 2018

Enclosed please find the following items:

- MMA's new (October 1, 2018–September 30, 2019) “**General Assistance Ordinance Appendix**” (A - D).
- “**GA Maximums Summary Sheet**” which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- “**GA Maximums Quick Reference Sheet**” which consolidates GA maximums onto one form. This is meant to be a quick reference tool for municipal officials administering GA. A copy is being sent to your municipality based on your specific maximums.
- “**GA Maximums Adoption Form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (*see “Filing of GA Ordinance and/or Appendices” below for further information*).

**Appendix A – D**

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



Maine Department of Health and Human Services  
Office for Family Independence  
19 Union Street  
11 State House Station  
Augusta, Maine 04333-0011

PAUL R. LEPAGE  
GOVERNOR

BETHANY L. HAMM  
ACTING COMMISSIONER

**The Adoption Process**

The **municipal officers (i.e., selectpersons/council)** adopt the local **General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices ***after notice and hearing***. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

**Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit their web site [www.memun.org](http://www.memun.org)).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.





Oct 1, 2018 to Sept 30, 2019

**OVERALL MAXIMUMS**

**Persons in Household**

1	2	3	4	5
727	756	944	1,241	1,326

Household of 6 = 1,401

\* Add \$75 for each additional person

**FOOD MAXIMUMS**

Persons	Weekly	Monthly
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155

Add \$144 per month for each + person

**HEATING FUEL**

Month	Gallons	Month	Gallons
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

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

**Housing Maximums**

BEDROOM	UNHEATED		HEATED	
	Weekly	Monthly	Weekly	Monthly
0	131	564	154	662
1	131	564	159	684
2	168	724	200	859
3	222	955	266	1,142
4	230	987	282	1,214

**PERSONAL CARE & HOUSEHOLD SUPPLIES**

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

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

**SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

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

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

**ELECTRIC**

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

**1-800-442-6003**

Revised 8/31/18 SLR

## 2018-2019 GA Overall Maximums

### Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
<b>Bangor HMFA:</b> Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	733	814	1,032	1,294	1,748
<b>Penobscot County HMFA:</b> Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	693	697	908	1,137	1,297
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	669	736	932	1,193	1,461
<b>Portland HMFA:</b> Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,058	1,159	1,483	1,986	2,303
<b>York/Kittery/S.Berwick HMFA:</b> Berwick, Eliot, Kittery, South Berwick, York	989	1,039	1,382	1,749	2,433
<b>Cumberland County HMFA:</b> Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	784	831	1,091	1,593	1,820

## Appendix A

Effective: 10/01/18-09/30/19

COUNTY	1	2	3	4	5*
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	786	875	1,017	1,345	1,636
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	766	884	1,098	1,487	1,515

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

### Non-Metropolitan Areas

#### Persons in Household

COUNTY	1	2	3	4	5*
<b>Aroostook County</b>	622	662	773	1,016	1,112
<b>Franklin County</b>	650	680	807	1,005	1,431
<b>Hancock County</b>	698	798	1,009	1,274	1,397
<b>Kennebec County</b>	727	756	944	1,241	1,326
<b>Knox County</b>	759	765	944	1,210	1,344
<b>Lincoln County</b>	788	845	1,004	1,259	1,503
<b>Oxford County</b>	694	699	839	1,221	1,426
<b>Piscataquis County</b>	615	681	843	1,115	1,238
<b>Somerset County</b>	679	714	859	1,156	1,219
<b>Waldo County</b>	696	761	903	1,231	1,389
<b>Washington County</b>	679	683	840	1,062	1,212

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

## Appendix B

Effective: 10/01/18 to 09/30/19

### 2018-2019 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2018, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155

**Note: For each additional person add \$144 per month.**

## 2018-2019 GA Housing Maximums (Heated & Unheated Rents)

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

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

<b><u>Aroostook County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	112	483	131	565	
1	115	496	140	600	
2	133	572	163	700	
3	180	776	217	932	
4	192	826	236	1,016	
<b><u>Franklin County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	119	511	138	593	
1	120	514	144	618	
2	141	606	171	734	
3	178	765	214	921	
4	266	1,145	310	1,335	
<b><u>Hancock County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	124	535	147	633	
1	140	602	169	726	
2	183	788	215	924	
3	230	988	273	1,175	
4	246	1,058	299	1,285	
<b><u>Kennebec County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	131	564	154	662	
1	131	564	159	684	
2	168	724	200	859	
3	222	955	266	1,142	
4	230	987	282	1,214	



**Non-Metropolitan FMR Areas**

<b><u>Knox County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	139	596	161	694
1	139	596	161	694
2	168	724	200	859
3	215	924	258	1,111
4	234	1,005	287	1,232
<b><u>Lincoln County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	145	625	168	723
1	151	649	180	773
2	182	783	214	919
3	226	973	270	1,160
4	271	1,164	323	1,391
<b><u>Oxford County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	123	528	146	629
1	123	528	146	629
2	140	600	175	754
3	218	935	261	1,122
4	253	1,087	306	1,314
<b><u>Piscataquis County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	110	474	130	559
1	119	512	144	619
2	149	640	179	771
3	203	871	240	1,032
4	220	946	266	1,142
<b><u>Somerset County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	120	517	143	614
1	121	519	149	642
2	147	631	180	774
3	202	870	246	1,057
4	205	880	257	1,107



**Non-Metropolitan FMR Areas**

<b><u>Waldo County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	530	147	631
1	131	565	160	689
2	159	683	190	818
3	220	945	263	1,132
4	244	1,050	297	1,277

<b><u>Washington County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	513	143	614
1	119	513	143	614
2	140	601	176	755
3	181	776	224	963
4	203	873	256	1,100

**Metropolitan FMR Areas**

<b><u>Bangor HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	132	567	155	668
1	144	618	173	742
2	185	793	220	947
3	234	1,008	278	1,195
4	328	1,409	380	1,636

<b><u>Penobscot Cty. HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	527	146	628
1	123	527	146	628
2	156	669	191	823
3	198	851	241	1,038
4	223	958	276	1,185

<b><u>Lewiston/Auburn MSA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	117	503	140	604
1	125	540	154	664
2	165	711	197	847
3	211	907	254	1,094
4	261	1,122	314	1,349



**Appendix C**  
Effective: 10/01/18-09/30/19

**Metropolitan FMR Areas**

<b><u>Portland HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	208	892	231	993
1	224	963	253	1,087
2	289	1,244	325	1,398
3	395	1,700	439	1,887
4	457	1,964	510	2,191
<b><u>York/Kittery/S. Berwick HMFA</u></b>				
	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	192	824	215	924
1	196	843	225	967
2	266	1,143	302	1,297
3	340	1,463	384	1,650
4	487	2,094	540	2,321
<b><u>Cumberland Cty. HMFA</u></b>				
	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	144	618	167	719
1	148	635	177	759
2	202	868	234	1,006
3	304	1,307	347	1,494
4	344	1,481	397	1,708
<b><u>Sagadahoc Cty. HMFA</u></b>				
	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	145	623	168	721
1	158	679	187	803
2	185	795	217	932
3	246	1,059	290	1,246
4	302	1,297	354	1,524
<b><u>York Cty. HMFA</u></b>				
	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	140	600	163	701
1	160	688	189	812
2	203	875	236	1,013
3	274	1,201	323	1,388
4	274	1,201	326	1,403

## 2018-2019 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2018 to September 30, 2019.**

### APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
<b>NOTE:</b> For each additional person add \$75 per month.						
<b>(The applicable figures from Appendix A, <i>once adopted</i>, should be inserted here.)</b>						

### APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155
<b>NOTE:</b> For each additional person add \$144 per month.		

### APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0				
1				
2				
3				
4				
<b>(The applicable figures from Appendix C, <i>once adopted</i>, should be inserted here.)</b>				

*FOR MUNICIPAL USE ONLY*

## APPENDIX D - UTILITIES

### ELECTRIC

**NOTE:** For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households *Without Electric Hot Water*:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

**NOTE:** For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households *With Electrically Heated Hot Water*:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

**NOTE:** For each additional person add \$10.00 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

## APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

**FOR MUNICIPAL USE ONLY**

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

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

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

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

**SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

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

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

**FOR MUNICIPAL USE ONLY**





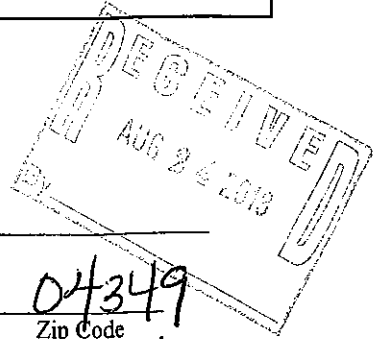
**Bureau of Alcoholic Beverages and Lottery  
Operations  
Division of Liquor Licensing and Enforcement**

**Application for License for  
Incorporated Civic Organization**

Readfield Select Board  
September 10, 2018  
Item # 19-028

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

**\$50.00 Fee / \$10.00 Filing Fee - Check Payable: Treasurer, State of Maine  
72 Hours in Advance of Said Event or Gathering is REQUESTED**



1. Full Name of Applicant: Kents Hill School  
(Corporate Name)  
Corporate Address: 1614 Main St Kents Hill ME 04349  
Street Address City/Town State Zip Code  
Authorized Corporate Office: Chief Financial Officer - Andy May  
Address: P.O. Box 257 Kents Hill ME 04349  
Street Address Town/City State Zip Code  
Telephone Number: 207-685-4914 Fax: 207-685-9529  
Email Address (Please print): info@kentshill.org

**INFORMATION PERTAINING TO SPECIAL EVENTS OR GATHERINGS**

2. Title and Purpose of Event: Kents Hill School Fall Family Weekend

Date of Event: \_\_\_\_\_ Time: From: \_\_\_\_\_ AM/PM To: \_\_\_\_\_ AM/PM

Multi Day Event: Start Date October 4, 18 End Date October 6, 18 (one per year)

Time: From: 4:00 AM/PM To: 11:00 AM/PM

Inside  Outside Event (attach diagram of area)

Location of Event: Alford Athletics Center

Number of Persons Attending: 300

Name and Address of Sponsor: Kents Hill School

Address: 1614 Main St Town/City: Kents Hill State: ME

Name and Address of Caterer: N/A

Address: \_\_\_\_\_ Town/City: \_\_\_\_\_ State: \_\_\_\_\_

(If other than licensee): \_\_\_\_\_

(If food is to be served): \_\_\_\_\_

Type of building to be occupied: \_\_\_\_\_

Area to be licensed: \_\_\_\_\_

Payments to the Division of liquor licensing & enforcement by check subject to penalty provided by Section 3-B of Title 28A, MRS

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

Dated at: Kentz Hill, Maine on \_\_\_\_\_, 20\_\_\_\_  
Town/City, State Month/Day

This application must be signed by a duly authorized officer of the corporation executing the application and approved by the Municipal Officer or County Commissioners and filed with the Division.

Kentz Hill School  
NAME OF CORPORATION

BY: [Signature]  
CORPORATE OFFICER'S SIGNATURE - TITLE

Andy May, CFO  
PRINTED NAME & TITLE

If said event or gathering is located in an unincorporated place, the application must be approved by the County Commissioners of the County wherein the event or gathering is to take place and the above approval form may be changed in accordance with the fact. **Please enclose a copy of the receipt from the County Commissioners.**

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery Operations  
Division of Liquor Licensing and Enforcement  
8 State House Station, Augusta, ME 04333  
Telephone Inquiries: (207) 624-7220  
Fax Number: (207) 287-3434  
Email Inquiries: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)

**TO MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:**

This application must be approved by the Municipal Officers, or a municipal official designated by the municipal officers, of the municipality in which the proposed additional licensed premises are located, which, notwithstanding section 653, may be granted without public notice.

**STATE OF MAINE**

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_ ss  
City/Town (County)

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

The undersigned being:  Municipal Offices  County Commissioners of the

City  Town  Plantation  Unincorporated Place of: \_\_\_\_\_, Maine

Signature	Print

<b>For Office Use Only:</b>		
Date Filed: _____	Date Issued: _____	Issued By: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		

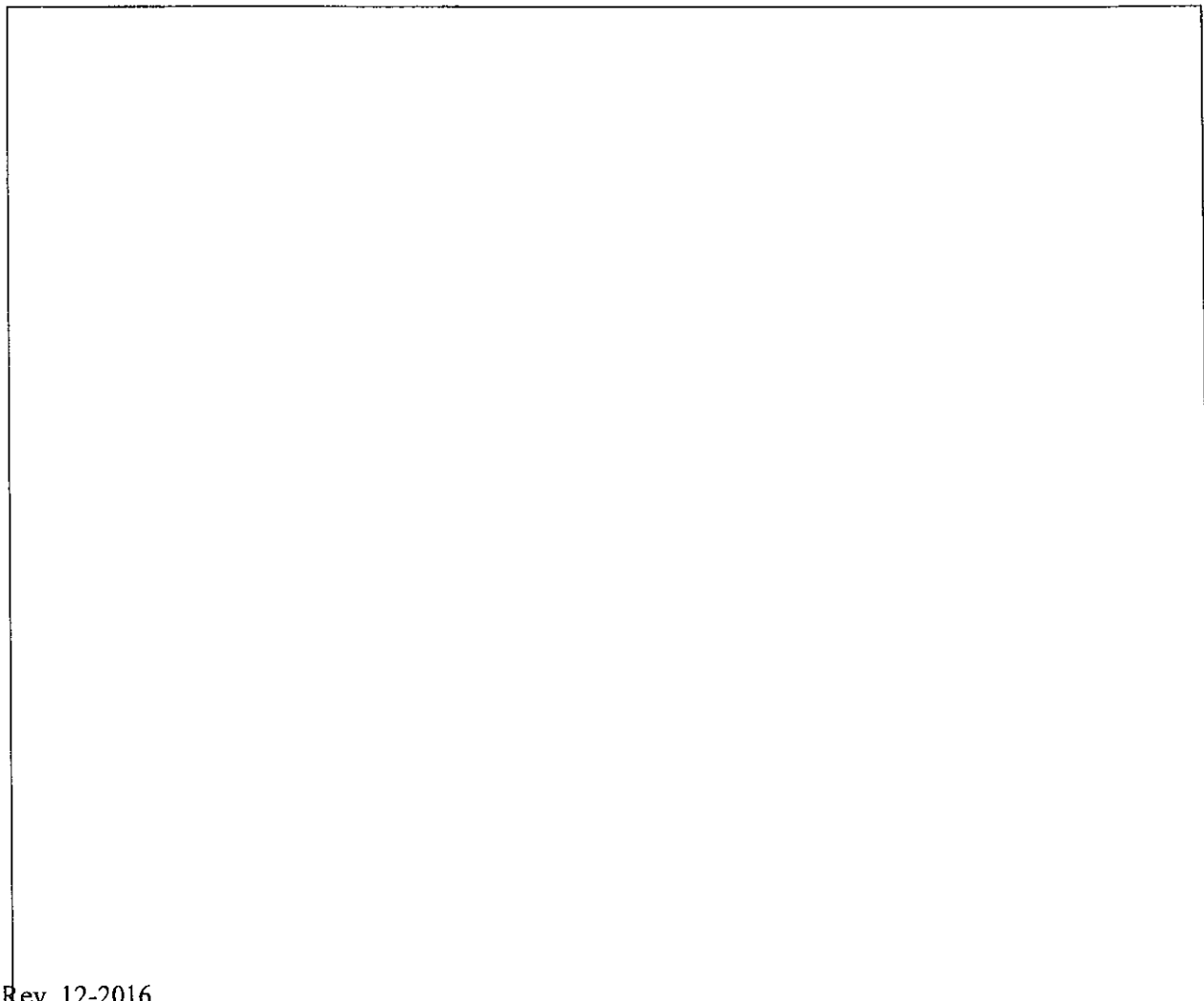
*Bureau of Alcoholic Beverages and Lottery Operations  
Division of Liquor Licensing & Enforcement  
8 State House Station, Augusta, ME 04333-0008  
10 Water Street, Hallowell, ME 04347  
Tel: (207) 624-7220 Fax: (207) 287-3434  
Email Inquiries: [MaineLiquor@maine.gov](mailto:MaineLiquor@maine.gov)*

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

### ON or OFF PREMISE DIAGRAM

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

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



- 
1. Bearce Hall, Admissions & Admin.
  2. Ricker Hall
  3. Sampson Hall, Cochrane Library and Bass Arts Center
  4. Dunn Science Center
  5. Akin Learning Center
  6. Davis Hall
  7. 1821 House
  8. Alford Athletics Center
  9. Hansen Quadrangle
  10. Wesleyan Hall
  11. Masterman Union
  12. Jacobs Hall
  13. Reed Hall
  14. Blethen House
  15. Bodman Performing Arts Center at Newton Hall
  16. Williams Woodworking Studio
  17. Crane House
  18. R.U.M.C. Torsey Church
  19. Torsey House
  20. Potter Maintenance Facility
  21. Donahue Houses
  22. Torsey Church House
  23. Kent House
  24. O'Connor Alpine Training Center & Liz Cross Mellen Lodge
  25. Robinson House
  26. Weid House
  27. Kent's Hill Post Office
  28. Joliffy Harney, Business Office
  29. Chase House, Advancement & Alumni Relations
  30. Maxin House
  31. Bibby & Harold Alford Dining Commons
  - A. Athletic Fields
  - B. Tennis Courts
  - C. Harold Alford Turf Fields
  - D. Outing Club Cabin

**KENTS HILL**  
**SCHOOL**  
[www.kentshill.org](http://www.kentshill.org) 207-685-4914

**2018 Readfield Transfer Station Access Road Paving Bid Tabulation**  
**Bid Opening at 3:00pm on 9/5/2018 - All bidders were found to be responsive**

	All States Asphalt	Lane	State Paving	Wellman Paving
<b>Surface preparation (Lump Sum)</b>	\$ 2,550.00	\$ 3,900.00	\$ 2,690.00	\$ 1,500.00
<b>19mm Base Course</b>				
Price per ton	\$ 83.45	\$ 89.00	\$ 92.35	\$ 105.00
Tons estimated	\$ 307	\$ 307	\$ 307	\$ 307
Sub-total	\$ 25,619.15	\$ 27,323.00	\$ 28,351.45	\$ 32,235.00
<b>12mm Surface Course</b>				
Price per ton	\$ 97.45	\$ 98.00	\$ 95.65	\$ 110.00
Tons estimated	\$ 184	\$ 184	\$ 184	\$ 184
Sub-total	\$ 17,930.80	\$ 18,032.00	\$ 17,599.60	\$ 20,240.00
<b>Tack Coat</b>				
Price per gallon	\$ 12.50	\$ 12.00	\$ 20.00	\$ 4.00
Gallons estimated	\$ 60	\$ 55	\$ 50	\$ 122
Sub-total	\$ 750.00	\$ 660.00	\$ 1,000.00	\$ 488.00
<b>TOTAL</b>	<b>\$ 46,849.95</b>	<b>\$ 49,915.00</b>	<b>\$ 49,641.05</b>	<b>\$ 54,463.00</b>
Percent of Apparent Low Bid	100%	107%	106%	116%





## TOWN OF READFIELD

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

September 6, 2018

### Memorandum

To: Readfield Select Board, Town Manager  
From: Gary Quintal, Codes Office  
Subject: 2019 Automobile Graveyard Permitting

I have completed the review of the three automobile graveyard renewal applications and undertaken inspections of their yards; Ken' Drag-in Auto, Owners - Ken / Mark Edgecomb, Antique Auto, Owners – Cyrus / Barbara & Seth Whitcomb and Lucas Auto Parts & Salvage, Owner - Scott Lucas have maintained automobile junkyard operations and are in compliance with local review requirements. The inspections this year included the tracking of recycled materials;

- 180+ tons of scrap metal, mercury switches, used tires, aluminum rims, batteries, catalytic converters, recycled oil products used as a heating source and the resale of used anti-freeze.

These businesses were provided a 2019 application, inspection schedule to meet their needs for the yearly inspection, and have paid their \$100 fee requirement. The Readfield Inspection Checklist was followed and a copy was provided to them that cover critical areas that need to be reviewed to meet Readfield's LUO requirements. These auto graveyards have made improvements and should continue their improvements by following the State's Best Practices for recycling. They have better emergency access roadways and have increased their recycling activities. All liquids, batteries and switches are stored properly and/or used on site or sold to be reused / recycled to responsible parties.

I am recommending that their renewals be approved with conditions as stated on their permits.

**TOWN OF READFIELD**  
**2018-19**  
**AUTOMOBILE GRAVEYARD/JUNKYARD**

This permit is to an established **automobile graveyard, automobile recycling business and/or junkyard** and is subject to existing rules, regulations and any amendments that may be made thereto, under the provisions of MRSA Title 30-A, Sections 3751 to 3760 and the Town of Readfield Land Use Ordinance. A public hearing regarding this permit was conducted on September 10, 2018.

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

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

This permit expires October 30, 2019 unless sooner revoked by the Municipal Officials.

Dated September 10, 2018

Select Board Chair \_\_\_\_\_  
Bruce Bourgoine

**Conditions of Approval:**

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

**permit number: 18-53**

**issued by CEO**

**Gary Quintal**

**Dated**

**TOWN OF READFIELD**  
**2018-19**  
**AUTOMOBILE GRAVEYARD/JUNKYARD**

This permit is to an established **automobile graveyard, automobile recycling business and/or junkyard** and is subject to existing rules, regulations and any amendments that may be made thereto, under the provisions of MRSA Title 30-A, Sections 3751 to 3760 and the Town of Readfield Land Use Ordinance. A public hearing regarding this permit was conducted on September 10, 2018.

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

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

This permit expires October 30, 2018 unless sooner revoked by the Municipal Officials.

Dated   October 30, 2019

Select Board Chair \_\_\_\_\_  
Bruce Bourgoine

**Conditions of Approval:**

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

**permit number: 18-54 issued by CEO**

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



RESOLUTION OF THE SELECT BOARD OF THE TOWN OF READFIELD, MAINE  
AUTHORIZING THE SALE OF A \$160,000  
GENERAL OBLIGATION BOND OF THE TOWN

WHEREAS, the Town of Readfield, Maine (the "Governmental Unit") is authorized by 30-A MRSA §5772 to borrow money to pay the costs of performing capital repairs to the Maranacook Outlet Dam (the "Project") located in the Governmental Unit; and

WHEREAS, pursuant to law, the article to authorize borrowing for the Project in an amount up to \$177,000 was submitted to the voters of the Governmental Unit at a meeting held on June 12, 2018; and

WHEREAS, the voters casting "yes" with respect to the acceptance of the article constituted a majority of the legal voters voting at the election; and

WHEREAS, the Select Board has determined that not more than \$177,000 should be borrowed for the purpose of providing the funds for the Project and that for that purpose the \$160,000 General Obligation Bond (the "Securities") of the Governmental Unit should be issued; and

WHEREAS, there has been submitted to the Select Board in substantially final form, but undated, a Loan Agreement with the Maine Municipal Bond Bank (the "Bank"), attached to which are Exhibit A, Maturity Schedule, and Exhibit B, Form of Bond, which are by this reference made a part hereof;

NOW THEREFORE, BE IT RESOLVED BY THE SELECT BOARD OF THE TOWN OF READFIELD, MAINE AS FOLLOWS:

Section 1. The issuance, sale and delivery of the Securities is authorized for the purpose of providing funding for the Project. The form of the Securities is hereby approved. The Securities shall be sold at an aggregate purchase price of \$160,000, shall be payable as to principal commencing November 1, 2019 and on each November 1 thereafter through and including November 1, 2028 in annual installments calculated so that the total amount of principal paid each year is approximately equal, shall bear interest at a rate per annum such that the interest cost rate as defined in the Loan Agreement shall not exceed six percent (6%) per annum, shall be payable as to interest commencing May 1, 2019 and thereafter on May 1 and November 1 through and including November 1, 2028 and shall contain such other terms as are set forth in the Securities.

Section 2. The Treasurer of the Governmental Unit is authorized and directed to sign the Securities and a Non-Arbitrage and Use of Proceeds Certificate (the "Non-Arbitrage Certificate") and the Town Manager is authorized and directed to sign the Loan Agreement, on behalf of the Governmental Unit and the Clerk of the Governmental Unit is authorized to attest to the authority of the Treasurer and the Town Manager to sign such instruments on behalf of the Governmental Unit. The Clerk is authorized and directed to impress the official seal of the

Governmental Unit on the Securities and the Loan Agreement. The Town Manager is authorized to deliver the Securities to the Bank upon receipt of the purchase price therefor.

Section 3. The Select Board, the Town Manager, the Treasurer and the Clerk are each authorized and directed, on behalf of the Governmental Unit, to carry out or cause to be carried out all of the obligations of the Governmental Unit under the Securities, the Loan Agreement and the Non-Arbitrage Certificate and to cause to be done all acts and to execute and deliver all certificates and other documents as may be necessary and proper in connection with the issuance, sale and delivery of the Securities and in carrying out the purposes of this Resolution.

Section 4. This Resolution shall take effect immediately.

Approved September 10, 2018, by the Select Board of the Town of Readfield, Maine, at a meeting duly convened and conducted at Readfield, Maine.

TOWN OF READFIELD, MAINE

By: \_\_\_\_\_  
Bruce Bourgoine  
Select Board Member

By: \_\_\_\_\_  
Dennis Price  
Select Board Member

By: \_\_\_\_\_  
Christine Sammons  
Select Board Member

By: \_\_\_\_\_  
John Parent  
Select Board Member

By: \_\_\_\_\_  
Kathryn Mills Woodsum  
Select Board Member



## LOAN AGREEMENT

AGREEMENT, dated the \_\_\_\_ day of \_\_\_\_\_ 20\_\_, between the MAINE MUNICIPAL BOND BANK, a public body corporate and politic constituted as an instrumentality of the State of Maine exercising public and essential government functions (hereinafter referred to as the "Bank"), created pursuant to the provisions of Chapter 225 of Title 30-A of the Maine Revised Statutes, as amended (hereinafter referred to as the "Act"), having its principal place of business in Augusta, Maine, and Town of Readfield (hereinafter referred to as the "Governmental Unit"):

### WITNESSETH:

WHEREAS, pursuant to the Act, the Bank is authorized to make loans of money (hereinafter referred to as the "Loans") to governmental units and the governmental units are authorized to contract with the Bank with respect to such Loans to be evidenced by its municipal securities (as defined in the Act) to be purchased by the Bank; and

WHEREAS, the Governmental Unit is desirous of borrowing money from the Bank and has requested a loan from the Bank in the amount of \$160,000 (hereinafter referred to as the "Loan") and to evidence the indebtedness to be thereby incurred, has duly authorized the issuance of bonds in the principal amount of \$160,000 of which \$160,000 principal amount (the "Municipal Bonds"), the form of which is attached hereto as Exhibit B, are to be purchased by the Bank in accordance with this Loan Agreement; and

WHEREAS, the Bank has adopted or will adopt a General Bond Resolution (herein referred to as the "Bond Resolution") authorizing the issuance of its bonds from time to time, a portion of the proceeds of which will be expended for the purpose of making the Loan, and will adopt a resolution authorizing the making of the Loan to the Governmental Unit and the purchase of the Municipal Bonds,

NOW, THEREFORE, the parties agree:

- I. The following words or terms used herein shall have the following meanings:
  - (a) "Fees and Charges" shall mean all fees and charges authorized to be charged by the Bank for the use of its services or facilities pursuant to subsection I(h) of section 5954 of the Act.
  - (b) "Governmental Unit's Allocable Proportion" shall mean the proportionate amount of the total requirement in respect of which the term is used determined by the ratio that the Loan then outstanding bears to the total of all Loans which are then outstanding as certified by the Bank.

(c) "Loan Obligation" shall mean that amount of bonds issued by the Bank which shall be equal to the principal amount of Municipal Bonds outstanding.

(d) "Municipal Bonds Interest Payments" shall mean the amount to be paid by the Governmental Unit pursuant to this Loan Agreement representing interest due or to become due on its Municipal Bonds.

(e) "Municipal Bonds Principal Payments" shall mean the amount to be paid by the Governmental Unit pursuant to this Loan Agreement representing principal due or to become due on its Municipal Bonds.

2. The Bank hereby agrees to make the Loan and the Governmental Unit hereby agrees to accept the Loan in the amount of \$160,000. As evidence of the Loan made to the Governmental Unit, the Governmental Unit hereby agrees to sell to the Bank the Municipal Bonds in the principal amount of \$160,000. The Municipal Bonds shall bear interest from the date of their delivery to the Bank at such rate or rates per annum as will result in an interest cost rate to the Governmental Unit of six per centum per annum (6%) (as calculated by the "Interest Cost Per Annum" method) or at such rate or rates per annum as will result in a lesser interest cost rate to the Governmental Unit as determined by the Bank. The interest cost rate for purposes of this Loan Agreement will be computed as if the Municipal Bonds bore interest from the delivery date of the Bank's bonds, and without regard to Sections 4 and 5 hereof which require that the Governmental Unit make funds available to the Bank for the payment of principal and interest at least thirty (30) calendar days prior to each respective principal and interest payment date. Subject to any applicable legal limitations, the rate or rates of interest borne by the Municipal Bonds shall be not less than the rate or rates of interest borne by the bonds issued by the Bank (for corresponding maturities) the proceeds of sale of which were used to make the Loan and to purchase the Municipal Bonds. Notwithstanding the above, the obligation of the Bank to make the Loan shall be conditioned upon receipt by the Bank of the proceeds of bonds issued by the Bank both for the purposes set forth herein and to create the reserves required by the Bond Resolution.

3. The Governmental Unit has duly adopted or will adopt all necessary resolutions and has taken or will take all proceedings required by law to enable it to enter into this Loan Agreement and issue its Municipal Bonds for purchase by the Bank.

4. The Municipal Bonds Interest Payments shall not be less than the total amount of interest the Bank is required to pay on the Loan Obligation and shall be scheduled by the Bank in such manner and at such times as to provide funds sufficient to pay interest as the same becomes due on the Loan Obligation and the Governmental Unit shall make such funds available to the Bank at least thirty (30) calendar days prior to each interest payment date.

5. The Municipal Bonds Principal Payments shall be scheduled by the Bank in such manner and at such times as to provide funds sufficient to pay the principal of the Loan Obligation as the same matures (based upon the maturity schedule provided by and for the Governmental Unit and appended hereto as Exhibit A) and the Governmental Unit shall make such funds available to the Bank at least thirty (30) calendar days prior to each principal payment date.

6. The Governmental Unit agrees to be obligated to pay Fees and Charges to the Bank. The Fees and Charges, if any, collected from the Governmental Unit shall be in an amount sufficient, together with the Governmental Unit's Allocable Proportion of other monies available therefore, including any grants made by the United States of America or any agency or instrumentality thereof or by the State or any agency or instrumentality thereof, to pay on a semi-annual basis:

(a) as the same become due, the Governmental Unit's Allocable Proportion of the administrative expenses of the Bank; and

(b) as the same become due, the Governmental Unit's Allocable Proportion of the fees and expenses of the trustee and paying agents for the bonds of the Bank.

7. The Governmental Unit agrees to be obligated to make the Municipal Bonds Principal Payments scheduled by the Bank on an annual basis and agrees to be obligated to make the Municipal Bonds Interest Payments scheduled by the Bank and to pay the Fees and Charges imposed by the Bank on a semi-annual basis.

8. The Bank shall not sell and the Governmental Unit shall not redeem prior to maturity any of the Municipal Bonds with respect to which the Loan is made by the Bank prior to the date on which all outstanding bonds issued by the Bank with respect to such Loan are redeemable, and shall not after such date sell any such Municipal Bonds unless the sales price thereof received by the Bank shall not be less than the aggregate of (i) the principal amount of the Loan Obligation so to be redeemed, (ii) the interest to accrue on the Loan Obligation so to be redeemed to the next redemption date thereof not previously paid, (iii) the applicable premium, if any, payable on the Loan Obligation so to be redeemed, (iv) the costs and expenses of the Bank in effecting the redemption of the Loan Obligation so to be redeemed, and (v) at the direction of the Bank, an amount equal to the proportionate amount of bonds so to be redeemed which were issued by the Bank with respect to the Loan Obligation and necessary to fund a portion of the reserve fund authorized by Section 6006 of the Act, less the amount of monies or investments available for withdrawal from such reserve fund and for application to the redemption of such bonds issued by the Bank in accordance with the terms and provisions of the Bond Resolution, as determined by the Bank; provided, however, that, in the event the Loan Obligation has been refunded and the refunding bonds issued by the Bank were issued in a principal amount in excess of or less than the Loan Obligation remaining unpaid at the date of issuance of such refunding bonds, the amount which the Governmental Unit shall be obligated to pay under item (i) hereof shall be the principal

amount of such refunding bonds then outstanding. In the event the Loan Obligation has been refunded and the interest the Bank is required to pay on the refunding bonds is less than the interest the Bank was required to pay on such Loan Obligation, the amount which the Governmental Unit shall be obligated to pay under item (ii) above shall be the amount of interest to accrue on such refunding bonds then outstanding.

In no event shall any such sale or redemption of Municipal Bonds be effected without the prior written agreement and consent of both parties hereto.

9. Simultaneously with the delivery to the Bank of the Municipal Bonds, which Municipal Bonds shall be in a form acceptable to the Bank, the Governmental Unit shall furnish to the Bank an opinion in a form acceptable to the Bank of bond counsel satisfactory to the Bank which shall set forth, among other things, the unqualified approval of said Municipal Bonds then being delivered to the Bank and that said Municipal Bonds will constitute valid obligations of the Governmental Unit as required by the Act.

10. The Governmental Unit shall be obligated to notify the Bank and the corporate trust office of the trustee for the bonds of the Bank in writing at least 30 days prior to each interest payment date of the name of the official of the Governmental Unit to whom invoices for the payment of interest and principal should be addressed, provided, however, that no such notice shall be required if the name of the official of the Governmental Unit has not changed.

11. The Governmental Unit and the Bank agree that the Municipal Bonds Principal Payments, the Municipal Bonds Interest Payments and the Municipal Bonds or a portion thereof may be pledged or assigned by the Bank under and pursuant to the Bond Resolution.

12. The Governmental Unit agrees upon surrender to it of the Municipal Bonds by the Bank it will, at the option of the Bank, cause there to be delivered to the Bank either registered or coupon Municipal Bonds as the case may be.

13. Prior to payment of the amount of the Loan, or any portion thereof, and the delivery of the Governmental Unit's Municipal Bonds to the Bank or its designee, the Bank shall have the right to cancel all or any part of its obligations hereunder if:

(a) Any representation made by the Governmental Unit to the Bank in connection with application for Bank assistance shall be incorrect or incomplete in any material respect; or

(b) The Governmental Unit has violated commitments made by it in its application and supporting documents or has violated any terms of this Loan Agreement.

14. The Governmental Unit agrees to submit to the Bank and to such other persons as directed by the Bank (including, without limitation, securities information repositories) from time to time such information relating to the Governmental Unit (including, without limitation, annual financial reports as they become available) as the Bank requests as being necessary or desirable to

comply with securities laws and rules relating to the Municipal Bonds or to the bonds of the Bank. Such request may take the form of a general direction to supply certain types of information in the event that certain types of events occur (for example, to submit information relating to material adverse changes to the financial condition of the Governmental Unit).

15. If any provision of this Loan Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this Loan Agreement and this Loan Agreement shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.

16. This Loan Agreement may be executed in one or more counterparts, any of which shall be regarded for all purposes as an original and all of which constitute but one and the same instrument. Each party agrees that it will execute any and all documents or other instruments, and take such other actions as may be necessary to give effect to the terms of this Loan Agreement.

17. No waiver by either party of any term or condition of this Loan Agreement shall be deemed or construed as a waiver of any other terms or conditions, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different section, subsection, paragraph, clause, phrase, or other provision of this Loan Agreement.

18. This Loan Agreement merges and supersedes all prior negotiations, representations, and agreements between the parties hereto relating to the subject matter hereof and constitutes the entire agreement between the parties hereto in respect thereof.

19. The Governmental Unit agrees to provide such information about such Governmental Unit as the Bank shall request in connection with the preparation of the official statement of the Bank relating to the offering of the Bank's bonds with respect to the Loan, including but not limited to financial statements, litigation and the project being financed or refinanced with the proceeds of the Loan. The Governmental Unit understands and agrees that the Bank may include such information (or a part thereof) in such official statement, and the Governmental Unit agrees to execute and deliver or cause to be delivered to the Bank such certificates and opinions as the Bank shall reasonably request to confirm and verify the adequacy and accuracy of such information.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

MAINE MUNICIPAL BOND BANK

(SEAL)

Attest:

\_\_\_\_\_

By \_\_\_\_\_  
Its Chairman

TOWN OF READFIELD

(SEAL)

Attest:

\_\_\_\_\_

By \_\_\_\_\_  
Its Town Manager



EXHIBIT A  
TOWN OF READFIELD  
MATURITY SCHEDULE

Governmental Unit's Bonds  
Due November 1\*,

Principal Amount

2019	\$	<u>16,000.00</u>
2020	\$	<u>16,000.00</u>
2021	\$	<u>16,000.00</u>
2022	\$	<u>16,000.00</u>
2023	\$	<u>16,000.00</u>
2024	\$	<u>16,000.00</u>
2025	\$	<u>16,000.00</u>
2026	\$	<u>16,000.00</u>
2027	\$	<u>16,000.00</u>
2028	\$	<u>16,000.00</u>

Total Due

160,000.00
------------

\* Bond payments are due 30 days prior to the November due date

STATE OF MAINE

\$160,000

TOWN OF READFIELD, MAINE  
GENERAL OBLIGATION BOND

The Town of Readfield (hereinafter called the "Governmental Unit"), in the State of Maine, promises to pay to the Maine Municipal Bond Bank (the "Bond Bank"), or registered assigns, the principal sum of

ONE HUNDRED SIXTY THOUSAND AND 00/100 DOLLARS  
(\$160,000.00)

in principal installments, payable on November 1, of each year as set forth below, with interest on each installment at the rate per annum set forth below opposite the year in which the installments become due:

<u>Year</u>	<u>Principal Installment</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Principal Installment</u>	<u>Interest Rate</u>
2019	\$16,000.00	%	2024	\$16,000.00	%
2020	16,000.00		2025	16,000.00	
2021	16,000.00		2026	16,000.00	
2022	16,000.00		2027	16,000.00	
2023	16,000.00		2028	16,000.00	

Aggregate Principal Amount: \$160,000.00

Interest on each installment shall run from the date of the original delivery of this Bond to the Bond Bank and payment therefor and until payment of such installment, and such interest shall be payable semi-annually on May 1 and November 1 of each year, commencing May 1, 2019. Both principal of and interest on this Bond are payable at U.S. Bank National Association, in the City of Boston, the Commonwealth of Massachusetts, or at its successor as Trustee under the General Bond Resolution of the Bond Bank adopted July 11, 1973, as amended and supplemented. Final payment of the interest on and principal of this Bond shall be made upon surrender of this Bond for cancellation at the bank or trust company at which this Bond is then payable.

This Bond may not be prepaid prior to maturity without the consent of the Bond Bank.

This Bond is issued by the Governmental Unit under and by virtue of 30-A MRSA §5772, the votes of the voters of the Governmental Unit and the duly adopted resolution of the Select Board of the Governmental Unit. This Bond is issued for the purpose of paying all or a portion of the costs of performing capital repairs to the Maranacook Outlet Dam located in the Governmental Unit.

This Bond is transferable only upon presentation to the Treasurer of the Governmental Unit of a written assignment duly acknowledged or proved. No transfer hereof shall be effectual unless made on the books of the Governmental Unit kept by the Treasurer as transfer agent and noted hereon by the Treasurer with a record of payments as provided hereon.

It is hereby certified and recited that all acts, conditions and things required to be done precedent to and in the issuing of this Bond have been done, have happened, and have been performed in regular and due form, as required by such laws, votes and resolution; that this General Obligation Bond is within every debt and other limit prescribed by the Constitution and laws of the State of Maine; that this General Obligation Bond is a valid and binding general obligation of the Governmental Unit; and, that unless paid from other sources, this General Obligation Bond is payable as to both principal and interest from ad valorem taxes, which are limited as to rate and amount unless certain requirements set forth in 30-A MRSA §5721-A are satisfied, upon all the property within the territorial limits of the Governmental Unit taxable by the Governmental Unit, except to any extent that the Governmental Unit may enter into an agreement under 30-A MRSA §5751 and following to share any portion of its assessed valuation with another municipality and except also to any extent that the Governmental Unit may retain all or part of the tax increment of a tax increment financing district for the purpose of financing a development program in accordance with 30-A MRSA §5221 and following.

IN TESTIMONY WHEREOF, the Governmental Unit has caused this Bond to be signed by its Treasurer and attested to by its Clerk and the seal of the Governmental Unit to be affixed hereto, as of November 1, 2018.

ATTEST:

TOWN OF READFIELD, MAINE

\_\_\_\_\_  
Robin Lint  
Town Clerk

By: \_\_\_\_\_  
Eric Dyer  
Town Treasurer

(SEAL)

COUNTERSIGNED BY:

\_\_\_\_\_  
Bruce Bourgoine, Select Board Member

\_\_\_\_\_  
Dennis Price, Select Board Member

\_\_\_\_\_  
Christine Sammons, Select Board Member

\_\_\_\_\_  
John Parent, Select Board Member

\_\_\_\_\_  
Kathryn Mills Woodsum, Select Board Member

This Bond is registered in the name of the transferee noted hereon on the books of the Governmental Unit kept by the Treasurer as transfer agent.

<u>Name of Registered Transferee</u>	<u>Date of Registration of Transfer</u>	<u>Date on Which Interest Paid</u>	<u>Aggregate Principal Paid</u>	<u>Balance of Principal Due</u>
U.S. Bank National Association, as Trustee	November 1, 2018	None Paid	None Paid	All

---

Eric Dyer, Town Treasurer

**RESERVED**



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

### Potential Future Meeting / Workshop Items:

Update of fees and fee schedule - mid-term  
County Officials and State Delegation Meetings - long-term  
Appeals process and appeals matrix review - long-term  
Contingency Policy discussion - long-term  
Personal Property Taxes - long-term  
Student engineering work at the Giles Rd. Bridge - long-term

### Ongoing Goals:

- Review, revise, draft governance documents as needed
- Finalize a solar energy plan for town facilities
- Town buildings planning focused on the Library and Fire Station
- Cannabis considerations
- Consider annualizing Heritage Days
- Set direction regarding Parks and Recreation
- Consider a local food/farms ordinance