

**Readfield Select Board
Meeting Agenda
February 4, 2019, Readfield Town Office**

Executive Session starts: 5:00pm
Regular Meeting starts at 6:30pm
Meeting ends (unless extended) at 8:00pm

Executive Session - 90 min.

To have the Select Board enter into executive session to discuss confidential records, specifically poverty abatement applications, pursuant to 1 MRSA, Section 405, subsection 6(F)

Pledge of Allegiance

Regular Meeting Items - 5 min.

19-069 - Minutes: Select Board meeting minutes of January 22, 2019.

19-070 - Warrants: #32-33(FY19).

Communications - 25 min.

Select Board communications. - 5 min.

Staff Reports - 5 min.

Boards, Committees, Commissions & Departments - 5 min.

- Conservation Commission minutes of December 12, 2018
- Age Friendly minutes of December 12, 2018
- Budget Committee minutes of January 3, 2019

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

Old Business - 25 min.

19-064 - Consider approval of the revised fee schedule for cemetery lots - 5 min.

19-068 - Consider a second draft of the Fiscal Year 2019-2020 (FY20) budget - 20 min.

New Business - 30 min.

19-071 - Consider action on the poverty abatements discussed in executive session - 5 minutes

19-072 - Consider an MOU with the Torsey Pond Association for repair work at the Torsey Pond Bridge and Dam - 15 min.

19-73 - Consider participation in a regional broadband exploratory project - 10 min.

Future Agenda Items - 5 min.

Adjournment

EXECUTIVE SESSION

RESERVED

REGULAR MEETING

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

Readfield Select Board
Regular Meeting Minutes – January 22, 2019 – Unapproved

Select Board Members Present: Bruce Bourgoine, Dennis Price, Christine Sammons, and Kathryn Woodsum
Excused Absence: John Parent, Kristin Parks (Board Secretary)
Others Attending: Eric Dyer (Town Manager), William Starrett (Channel 7)

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

- **19-065 – Minutes: Select Board meeting minutes of January 7, 2019**
 - **Motion** made by Mrs. Sammons to approve the Select Board meeting minutes of January 7, 2019 as presented, **second** by Mr. Price. **Vote** 4-0 in favor.
- **19-066 – Warrants #30-31 (FY19)**
 - Mr. Price reviewed Warrants #30-31 (FY19)
 - **Motion** made by Mr. Price to approve Warrant #30 in the amount of \$37,561.64 and Warrant #31 in the amount of \$14,700.48 for a total amount of \$52,262.12, **second** by Mr. Woodsum. **Vote** 4-0 in favor.

Communications

- **Select Board Communications**
 - Mr. Price spoke that there has been a good response so far for those interested in helping with this year's Heritage Days. If anyone is interested in either being on the committee or volunteering please contact Dennis Price, check out the Town Facebook page or stop in at the Town Office.
- **Town Staff Reports**
 - No written reports.
 - Mr. Dyer gave a quick update on a few items:
 - * In the process of wrapping up the Town Clerk hiring process and should have a final decision by the end of this week.
 - * Seems that we are through the worse of the IT issues and making progress. There are a few more small transitions but the bigger parts are complete.
 - * Looking at building improvements at Gile Hall; mainly the alarm system.
 - * Past few winter storms the staff has been working hard and machinery is performing great.
- **Boards, Committees, Commissions & Departments**
 - Age Friendly Committee minutes of September 6, 2018
 - Age Friendly Committee minutes of October 10, 2018
 - Readfield Library Board minutes of December 10, 2018
 - Thank you for submitting your minutes*
- **Public Communications - Members of the public may address the Select Board on any topic**
 - None

Readfield Select Board
Regular Meeting Minutes – January 22, 2019 – Unapproved

New Business:

- **19-067 – Consider Commercial Hauler Applications for 2019**
 - Applications for 2019 Commercial Haulers received from Archie’s Inc., Galouch’s Waste, James Diamond Sr., Troiano Waste Services, J&A Disposal and Simmons Trucking.
 - Recommendation from Town Manager to approve all applications received.
 - Added a new section this year to the application; places/volume of commercial haulers waste.
 - An assessment of prices and billing of commercial waste to be completed.
 - Contact the Superintendent of RSU 38 regarding recycling in the schools.
 - **Motion** made by Mr. Bourgoine to approve the 2019 commercial hauler applications for Galouch’s Waste, J&A Disposal, Simmons Trucking, Troiano Waste Services, Archie’s Inc. (pending check) and James Diamond Sr., **second** by Mr. Price. **Vote** 4-0 in favor.

- **19-068 – Consider a first draft of the Fiscal Year 2019-2020 (FY20) budget**
 - Mr. Dyer review of the 1st Draft of the FY 2019-2020 budget that is included in the packet.
 - The MIL Rate is still to be determined.
 - State Municipal Revenue Sharing; unsure if it will affect this year’s budget or not.
 - Mr. Bourgoine stated that he does hope to see the state addressing the municipal revenue sharing to have a trend towards the numbers it has been in the past; our residents pay that sales tax at entities within the town of Readfield and service centers in Augusta/Farmington and so cycling some of that money back into services, and it’s a very small amount when you really get down to the overall sales tax numbers, is really honorary.
 - Review of Revenues
 - Community Services – 5010 – Cable TV Franchise Fees – Discussion
 - Community Services – 4005 – Donation of \$25,000 from S. King Foundation – Discussion

Motion made by Mrs. Woodsum to extend the meeting for 10 minutes, **second** by Mr. Price, **Vote** 4-0 in favor.

- Review of Expenses
- Some are markers and some are requests, about 95% of requests have been submitted.
- Discussion of future Fire Department upgrades.

Motion made by Mrs. Woodsum to extend the meeting for 5 minutes, **second** by Mr. Price, **Vote** 4-0 in favor.

- Discussion of Local Property Tax Relief – something to look into to make more knowledgeable to residents who may be of assistance with the program.

Motion made by Mrs. Woodsum to adjourn the meeting at 7:47 pm, **second** by Mr. Price. **Vote** 4-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary via video recording

RESERVED

COMMUNICATIONS

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

Readfield Conservation Commission Meeting Notes

December 12, 2018, 6:30 p.m., Town Office

Approved Jan. 8, 2019

Present: Tim Sniffen, Greg Leimbach, Bruce Hunter, Jerry Bley, Andy Walsh

Excused: Greg Durgin, Marty Hanish, Brent West, Bob Mohlar,

A motion was made and seconded by Readfield Conservation Commission (RCC) members to approve the November 13, 2018 RCC meeting minutes.

New Business

Kennebec Land Trust, Lands Committee Project – Bruce H. summarized his meeting with Theresa Kerchner (KLT) and others regarding KLT's interest in creating a new Lands Committee aimed at developing a community land conservation ethic that would recognize landowners involved in land conservation. KLT would like to collaborate with town Conservation Commissions on this effort. Greg L. suggested that RCC collaborate with an eye toward establishing landscape connectivity. KLT may want some financial contribution toward the initiative. The next meeting is scheduled for December 19.

Old Business

FY 2019-2020 Budget – RCC members present spent most of the meeting developing the FY 2019-2020 budget. Tim S. provided an RCC budget template which broke out expenditures based on funding source: property tax, Readfield Conservation Lands Account, and Recreational Trails Grant. Expenditures under each heading were itemized and estimated costs attached. RCC members discussed some items at length including invasive control in harvested sections of the Town Forest and how best to preserve the integrity of the foundation of former Town farm. Tim S. will circulate a cleaned up copy to all RCC members for review.

Vernal Pool Inventory - Jerry B. will contact Aram Calhoun (Univ. of Maine) to find out if the IFW wants data for vernal pools deemed "non-significant."

Recreational Trail Grant – Jerry B. will contact Eric Dyer (Town Administrator) regarding the status of reimbursement from the Recreational Trail Grant.

Greater Augusta Utilities Water District/Carlton Pond – Jerry B. will ask to reschedule the February meeting with KLT, Winthrop C.C., and others.

Meeting Adjourned at 8:30 p.m.

Submitted by Andy Walsh (Secretary)

Minutes
Age Friendly Meeting
December 12, 2018

Present: Marjorie Ellis, Donna McGibney, Maggie Edmondson, Romaine Turyn Ed Dodge, Ann Mitchell, Marianne Perry, Eric Dyer for part of the meeting

The Meeting was called to order at 9:05.

UPDATES

Ed Dodge reported that he is an official member of the Committee. Congratulations to Ed!

The minutes of September and October were approved as corrected.

The person from Readfield who contacted the Wayne Volunteer Transportation program did in fact get a ride to his medical appointments.

No Handy Helper requests have been reported.

Review of the Smoke Alarm Installation Initiative

All agreed it was worthwhile and should be repeated annually. A few observations were noted:

- More instruction and time spent on installation of the smoke alarms
- Some of the Red Cross Volunteers had not installed them before
- Houses in Readfield do not have their ###'s clearly identified and visible

Volunteers returned to several houses to install a third alarm.

The Committee discussed whether the Handy Helpers are available to shovel snow. It was concluded that they are willing to shovel on occasion if needed. Minimal shoveling will be done perhaps one time until a household can find a more permanent solution.

Sand Bucket flyers were distributed to be posted in public places in town. The availability of bucket is posted on the Union Meeting House kiosk which is helpful.

Community Education Project Idea

Maggie elaborated on some of her ideas regarding replicating the Vermont Bethel University. People would offer workshops sharing their expertise on most any subject. She will contact the Vermont Project to see if someone might come to Readfield to discuss their project.

She is also interested in a community Christmas Carol sing along. The Library tree lighting is nice but the singing is more of a performance than a sing along. We could also hold it inside. We could call it Readfield "U". A planning committee is needed to do the research, find a location and presenters.

Eric joined the meeting. He reported that a few people took advantage of the tax assistance program but that next year with earlier and better publicity, we hope more will take advantage of it.

The Age Friendly budget was discussed. We have money that has not been spent. Eric clarified that within reason, the decisions about how to spend our money is the Committee's decision. For example, if we wanted to pay the expenses of someone from the Vermont Bethel University, we could make that decision.

The grant available from the Maine Community Foundation was discussed. Several ideas were discussed but there was not an enthusiastic consensus around any particular idea. Romaine agreed to send out the grant announcement to Donna and Maggie.

The committee briefly reviewed the work plan and will continue to review it at the next meeting.

The meeting adjourned at 11:00.

TOWN OF READFIELD

BUDGET COMMITTEE

Meeting of January 3, 2019
Minutes

The Readfield Budget Committee held a regularly scheduled meeting on January 3, 2019. Committee members attending included: Andrews Tolman, Chairperson; Rebecca Lambert; Martin Hanish; Peter Davis; and Ellen Schneider. Eric Dyer, Town Manager and Teresa Shaw, Town Finance Director, were also present. The meeting was convened at approximately 6:35.

The first order of business was a review of the minutes of the November 29th meeting. Schneider noted that, based on feedback from other members, she had made several non-substantive edits to the draft minutes circulated prior to this meeting. Hanish offered a motion to accept the minutes as amended. Lambert provided a second and the minutes were accepted unanimously.

Dyer then reviewed the budgeting goals identified by the Readfield Select Board. These goals reflect an increased emphasis on the integrity of the large capital assets of the towns, including buildings belonging to the town, including the fire station and the library. Other capital needs have also been identified as a top priority.

Consideration of the implementation of a solar energy project is also an important priority for the Select Board. Dyer reminded the Committee that there are two proposals pending for the installation of a solar energy array that will likely be sited at the transfer station grounds. He noted that this project would have little budgetary impact in the short term, as the proposals each involve financing mechanisms. The more significant fiscal impact of this initiative will be realized over time, as the seven-year mark of implementation approaches. At that point, in time, the Town will have to arrive at a decision regarding how to move forward with the cost of the array. Dyer also informed the Members that the question of whether or not to move forward with a solar energy investment might be included on the June warrant.

The Select Board is also interested in sponsoring Readfield Heritage Days as an annual rather than a biannual, event. The caveat to this plan is that the annual event is to cost no more than 50% of the biannual event. That being the case, the change presents no budgetary impact for this Committee to consider.

The Select Board would also like to identify a way to provide free access to the Town Beach for all Readfield residents. They are also interested in having a Town recreational program director. Dyer estimates the cost of the free beach access as approximately \$6k per year. He noted that the question of a more formalized recreational program is an issue that will require careful discussion at the Select Board level, and that there are others who disagree with using public funds to provide free beach access.

Dyer informed the Committee that the Select Board is considering development of traffic and parking ordinances. While this type of ordinance can provide a revenue source to the Town, it also costs money to enforce, so the budgetary impact is, at this point, unknown.

The Select Board has also noted its intent to focus on the Town mil rate, exclusive of the total mil rate that incorporates the school taxes. As the Select Board's impact is most directly exercised on the Town mil rate, and to the extent that another body sets the school budget, this represents a sensible approach.

The Committee then turned its attention to budget proposals for Department I. Bill Monagle, Executive Director of the Cobbossee Watershed District was invited to present an overview of the District's budget request. The District's budget is Department 80-10 in the Town's budget system. Monagle noted that the District had not yet begun to work on its FY20 budget in earnest, but would be presenting his best estimate of their needs in the coming year. Over the course of the past few years, the District's budget has increased at a year over year rate of about 3%. Not anticipating any material changes in the District's activities in the coming year, Monagle hopes that the increase for FY20 will be roughly similar.

In the draft budget proposal, Dyer had built in a 4.26% increase. Based on the input from Monagle, this will be reduced to 3%, which is a downward change of about \$622.

The Committee heard next from Bruce Hunter, representing the Conservation Commission (Department 15-30). Hunter presented a budget request that was reviewed and approved by Conservation Committee members on December 21, 2018. The proposed budget requests an additional \$700 from Town tax revenues to fund vernal pool inventory follow up. Hunter reported that the Commission members are committed to finish compiling the database for the inventory, which was conducted several years ago, focusing exclusively on significant vernal pools. The \$700 would cover the cost of printing a report and updating maps.

In discussing this request, Committee members noted that the Commission had also requested and received \$700 in the current fiscal year for the same purpose. Those monies have not yet been spent, as the compilation, reporting and mapping activities have not yet been completed. Hunter clarified that the Commission was not asking for an *additional* \$700, but rather to carry forward funds appropriated but not spent by FY19 year-end.

Hunter reviewed other lines of the Commission's budget request, as well. The remaining expenditure lines would be funded by the Readfield Conservation Lands Account. These expenses include taxes, maintenance, control of invasives and boundary painting for the Town Forest. It also includes signage and trail repairs at the fairgrounds and at the Torsey Pond Preserve. The budget request also includes \$600 for revisions for mapping of conservation and recreation areas. Davis encouraged Hunter to investigate some of the many publicly accessible mapping applications to both facilitate the mapping process and reduce the cost.

Dyer then reviewed the proposed FY20 budgets for General Government, beginning with Department 10-10. He informed the Members that generally, wages would be increasing at a rate of approximately 2% - 4%. Readfield's Town Clerk will be leaving her job after 20 years, and will be replaced. Dyer thinks her replacement may cost "less" as the new hire will likely have less experience than the incumbent.

The budget for utilities reflects an expected decline in the cost of telephone. Dyer reported that the Town has renegotiated phone service and will be going with digital service. This switch comes with a savings of about \$60/month.

The budget for Contract Services is increasing. This line reflects the cost of computer support, which has been historically under budgeted. The budget will be increased to align with actual experience. The Town has now adopted a regular schedule of computer equipment refreshment, which will help smooth out related expenses. However, they have needed additional support from a contractor to move software programs and files over to new machines as they have been brought online.

The budget for assessing shows some material changes. These reflect the fact that Dyer had budgeted for the CEO to spend a portion of his time assisting the Assessor in assessing activities. This assignment was designed to help the Assessor stay current, thus ensuring the Town's valuations were up to date. For a variety of reasons, however, the CEO has not spent time on this duty and Dyer does not foresee that he will be doing so in the future – thus the adjustment to the assessing budget. The related publications line also needs to be adjusted by \$4k to build in the cost of updating property maps.

Heating Assistance (10-70) is not budgeted for any increase, nor has any of this year's funding been expended yet. Dyer noted that the Town has been relying on the wood program and on General Assistance to help residents with heating costs.

Overall, the budget request for General Government (10) for FY20 is relatively flat, showing only a 0.2% increase.

Dyer then reviewed the requests for Department 12, Maintenance. The budget requests an increase in funding for personal protective gear (\$300 increase). Investment in this equipment helps keep employees safer, helps generate a heightened attention to safety and enhances a culture of safety. It also serves to hold down the Town's workers compensation costs. Building Operations/Maintenance (12-20.70) covers O&M expenses in all town buildings. This budget should be adjusted to show an increase in line 70-20, Elevator, from \$1k to \$2k. The elevator in the Town Hall needs repairs on a relatively regular basis and this line has been historically underfunded. Even considering this adjustment, the overall budget request for Department 12 presents a year over year decrease in needed appropriations.

Dyer turned the Committee's attention to Department 15, Board and Commissions. The overall budget request for this department is also down, year over year.

Finally, Dyer reported that revenues for the current and coming year are looking good, overall. Solid waste revenue lines should be increased for FY20. Dyer mentioned that the Town does not currently charge additional fees or surcharges to heavy users of the transfer station, though should consider doing so. Heavy users include the RSU, which involves towns outside of the solid waste district; it also includes Camp Vega, which when in session, is a substantial user of the transfer station. By instituting a surcharge, revenues could be brought in from other sources, easing pressure on the costs allocated to the handful of towns that currently pay for the transfer station. This, in turn, eases pressure on mill rates.

This spurred a discussion regarding the costs associated with multi-sort and whether or not the Town should consider moving away from single sort. Dyer noted that he had looked carefully at this question and has concluded that a switch to multisort would drastically increase our expenses, without a concomitant increase in revenues. He added that currently, we are at a breakeven point between recycling and landfill use. Given the expense picture and the ethics of recycling v. landfill, he strongly supports continuation of recycling.

The Committee ended the meeting with a general discussion of the economic outlook. There is likely to be a softening of the economy late this year or early next year. Schneiter noted that while this downturn will not be as significant as the most recent recession, it would still present challenges. The Committee needs to bear this in mind while looking at revenues down the road.

Tolman reminded Members that the next Committee meeting would be held on January 17th at 6:30 PM.

At 8:25 pm, a motion to adjourn the meeting was made, seconded and accepted unanimously.

Respectfully submitted,
Ellen Jane Schneiter

The Committee had a general discussion about the economy, noting that an economic softening or downturn was likely by the end of the year or sometime early in 2020.

OLD BUSINESS

Cemetery Regulations

1. Sale of Lots

- a. Anyone may purchase a lot in the Readfield cemeteries.
- b. To purchase a cemetery lot, interested parties must contact the Sexton, or designee, to make arrangements concerning (a) the details of the purchase including cemetery availability and (b) a visit to the cemetery to view the available lots.
- c. A lot will assure space for one full body burial or the cremains of two people.
- d. Purchase of more than four Lots must be approved by the Sexton.
- e. Upon the purchase of a lot(s) a Certificate of Burial Rights and a deed will be issued.
- f. The lot will be paid in full at the time of purchase. In cases of hardship, special arrangements may be made with the Town Manager.
- g. The sale or transfer of a lot by the lot owner is allowed upon written notification to the Town Clerk or Sexton. This notification must include the new owner's name, address, written evidence of the transfer, and other pertinent contact information.
- h. The purchase price for cemetery lots is determined by the Select Board with consideration of recommendations given by the Cemetery Committee.
- i. The purchase price per lot is currently \$400 and includes perpetual care. This amount may be amended by the Select Board from time to time.

2. Interments

- a. The Town of Readfield will make every effort to accommodate interment plans. It is important that lot owners and those making arrangements for interments make plans according to the Town of Readfield's seasonal restrictions. In general, Readfield cemeteries are closed to interments during winter and early spring.
- b. Disposition permits will be filed as required by state law, 22 MRSA §2843.
- c. All interments for full burials shall be handled by a licensed funeral director.
- d. No burial, full or cremains, shall be made without the knowledge of the Sexton.
- e. Lots in all cemeteries available for sale are graded to be at level surface. Lot owners are not permitted to change this grade.

Pre Commitment - ESTIMATE
Town of Readfield
FY 2020 MUNICIPAL TAX RATE CALCULATION FORM

1. Local Taxable Real Estate Valuation.....	\$235,740,954	
2. Local Taxable Personal Property Valuation.....	\$1,721,195	
3. Total Taxable Valuation (Line 1 plus line 2).....		\$237,462,149
4. a) Total of Homestead Exemption Valuation.....	\$15,007,900	
4. b) Homestead exemption reimbursement value.....	\$9,379,938	
5. a) Total of BETE Exempt Property.....	\$1,429,651	
5. b) BETE exemption reimbursement value.....	\$714,826	
6. Valuation Base (Line 3 plus lines 4b and 5b).....		\$247,556,912

APPROPRIATIONS

DRAFT

7. County Tax.....	\$275,000
8. Municipal Appropriation.....	\$2,660,687
9. TIF Financing Plan Amounts.....	\$0
10. School/Educational Appropriations.....	\$3,564,799

(Adjusted to Municipal Fiscal Year)

11. Total Appropriations (Add lines 7 through 10).....	\$6,500,486
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ALLOWABLE DEDUCTIONS

12. State Municipal Revenue Sharing.....	\$135,000
13. Other Revenues: (Revenues not accounted for in	\$1,573,204

Municipal Appropriation which are to be used to reduce the commitment such as Tree Growth and Veterans reimbursement, trust fund income, etc.)

14. Total Deductions (Line 12 plus line 13).....	\$1,708,204
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15. Net to be raised by local property tax rate (Line 11 minus line 14)	\$4,792,282
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16. $\frac{\$4,792,282.00}{\text{(Amount from line 15)}} \times 1.05 = \$5,031,896.10$ Maximum Allowable Tax

17. $\frac{\$4,792,282.00}{\text{(Amount from line 15)}} \div \frac{\$247,556,912}{\text{(Amount from line 5)}} = 0.01936$ Minimum Tax Rate

18. $\frac{\$5,031,896.10}{\text{(Amount from line 16)}} \div \frac{\$247,556,912}{\text{(Amount from line 6)}} = 0.02033$ Maximum Tax Rate

19. $\frac{\$237,462,149}{\text{(Amount from line 3)}} \times \mathbf{19.43909366} = \mathbf{\$4,616,048.96}$ **MIL RATE TO BE DETERMINED**
(MILL RATE)

20. $\frac{\$4,792,282.00}{\text{(Amount from line 15)}} \times 0.05 = \$239,614.10$ Maximum Overlay

21. $\frac{\$9,379,938}{\text{(Amount from line 4b)}} \times \frac{0.01944}{\text{(Selected Rate)}} = \mathbf{\$182,337.48}$ Homestead Reimbursement
(Enter on line 8, Assessment Warrant)

22. $\frac{\$714,826}{\text{(Amount from line 5b)}} \times \frac{0.01944}{\text{(Selected Rate)}} = \mathbf{\$13,895.56}$ BETE Reimbursement
(Enter on line 9, Assessment Warrant)

23. $\frac{\$4,812,282.00}{\text{(Line 19 plus line 21 \& 22)}} - \frac{\$4,792,282.00}{\text{(Amount from line 15)}} = \mathbf{\$20,000.00}$ Overlay
(Enter on line 5, Assessment Warrant)

(If Line 22 exceeds Line 20 select a lower tax rate.)

FY 2020 Expenses

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
10 - Administration									
	10 Administration	\$ 272,028	\$ 273,061	\$ 237,081	\$ 262,035	\$ 142,477	\$ 263,825	\$ 1,790	0.68%
	12 Insurance	\$ 30,957	\$ 23,401	\$ 116,742	\$ 134,500	\$ 67,613	\$ 131,340	\$ (3,160)	- 2.35%
	15 Office Equip	\$ 3,749	\$ 3,224	\$ 5,717	\$ 6,400	\$ 4,136	\$ 5,400	\$ (1,000)	-15.63%
	20 Assessing	\$ 17,539	\$ 20,503	\$ 18,107	\$ 22,556	\$ 6,834	\$ 21,035	\$ (1,521)	- 6.74%
	30 Code Enforcement	\$ 31,156	\$ 31,123	\$ 40,031	\$ 37,215	\$ 23,653	\$ 37,810	\$ 595	1.60%
	50 Municipal Maintenance	\$ 53,681	\$ 70,278	\$ -	\$ -	\$ -	\$ -	\$ -	-
	60 Grant Writing & Planning	\$ 1,425	\$ 7,385	\$ -	\$ 2,000	\$ 3,450	\$ 2,000	\$ -	.00%
	70 Heating Assistance	\$ 710	\$ -	\$ 370	\$ 1,500	\$ -	\$ 1,500	\$ -	.00%
	75 Legal Services	\$ 5,984	\$ 13,243	\$ -	\$ 15,000	\$ 20,175	\$ 20,000	\$ 5,000	33.33%
	10 - Administration	\$ 417,229	\$ 442,218	\$ 418,048	\$ 481,206	\$ 268,338	\$ 482,910	\$ 1,704	.35%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
12 - Maintenance									
	10 General Maintenance	\$ -	\$ -	\$ 73,633	\$ 87,895	\$ 31,656	\$ 91,425	\$ 3,530	4.02%
	20 Building Maintenance	\$ -	\$ -	\$ 24,588	\$ 29,520	\$ 15,620	\$ 35,000	\$ 5,480	18.56%
	30 Vehicle / Equip. Maintenance	\$ -	\$ -	\$ 18,452	\$ 10,000	\$ 2,269	\$ 6,750	\$ (3,250)	-32.50%
	40 Interlocal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	12 - Maintenance	\$ -	\$ -	\$ 116,673	\$ 127,415	\$ 49,545	\$ 133,175	\$ 5,760	4.52%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
15 - Boards & Commissions									
	10 Board of Appeals	\$ -	\$ 422	\$ 55	\$ 100	\$ 100	\$ 100	\$ -	0.00%
	30 Conservation Committee	\$ 1,150	\$ 930	\$ 372	\$ 40,208	\$ 30,200	\$ 6,050	\$ (34,158)	-84.95%
	40 Planning Board	\$ 2,135	\$ 1,662	\$ 419	\$ 1,804	\$ 56	\$ 1,700	\$ (104)	- 5.76%
	50 Trails Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	15 - Boards & Commissions	\$ 3,285	\$ 3,014	\$ 846	\$ 42,112	\$ 30,256	\$ 7,850	\$ (34,262)	-81.36%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
20 - Town Buildings									
	10 Fire Station	\$ 8,603	\$ 10,639	\$ -	\$ -	\$ -	\$ -	\$ -	-
	20 Gile Hall	\$ 21,694	\$ 11,928	\$ -	\$ -	\$ -	\$ -	\$ -	-
	30 Library	\$ 3,294	\$ 3,627	\$ -	\$ -	\$ -	\$ -	\$ -	-
	40 Maintenance	\$ 7	\$ 1,465	\$ -	\$ -	\$ -	\$ -	\$ -	-
	20 - Town Buildings	\$ 33,598	\$ 27,659	\$ -	\$ -	\$ -	\$ -	\$ -	-

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
25 - Community Services									
	10 Animal Control	\$ 10,131	\$ 12,937	\$ 10,618	\$ 11,595	\$ 6,069	\$ 12,170	\$ 575	4.96%
	20 Kennebec Land Trust	\$ -	\$ 250	\$ -	\$ 250	\$ -	\$ 250	\$ -	0.00%
	25 Kennebec Valley COG	\$ 4,325	\$ 4,325	\$ 4,295	\$ 4,325	\$ 4,325	\$ 4,305	\$ (20)	-0.46%
	30 Age Friendly	\$ -	\$ 5,159	\$ 219	\$ 1,750	\$ 8,365	\$ 1,750	\$ -	0.00%
	40 Library	\$ 29,429	\$ 29,389	\$ 29,468	\$ 26,455	\$ 13,972	\$ 35,652	\$ 9,197	34.76%
	50 Readfield Public Access TV	\$ 8,745	\$ 6,309	\$ 5,638	\$ 5,386	\$ 1,692	\$ 4,410	\$ (976)	-18.12%
	60 Street Lights	\$ 5,724	\$ 5,786	\$ 5,820	\$ 6,200	\$ 3,496	\$ 6,500	\$ 300	4.84%
	90 Maranacook Lake Dam	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	25 - Community Services	\$ 58,354	\$ 64,155	\$ 56,058	\$ 55,961	\$ 37,919	\$ 65,037	\$ 9,076	0.16

FY 2020 Expenses

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
30 - Recreation,	Parks, & Activities								
	10 Beach	\$ 7,476	\$ 7,451	\$ 9,790	\$ 9,660	\$ 9,660	\$ 9,660	\$ -	0.00%
	20 Recreation Board	\$ 5,922	\$ 6,124	\$ 8,736	\$ 11,560	\$ 11,560	\$ 11,560	\$ -	0.00%
	25 Heritage Days	\$ 10,107	\$ 102	\$ 4,680	\$ 5,000	\$ -	\$ 5,000	\$ -	0.00%
	50 Open Space Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	60 Community Park / Properties	\$ 486	\$ 1	\$ -	\$ 2,680	\$ 95	\$ 2,680	\$ -	0.00%
	70 Trails	\$ 2,553	\$ 2,709	\$ 591	\$ 1,808	\$ 531	\$ 2,510	\$ 702	38.83%
	80 Mill Stream Dam	\$ -	\$ -	\$ 403	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.00%
30 - Recreation,	Parks, & Activities	\$ 26,544	\$ 16,387	\$ 24,200	\$ 38,708	\$ 18,475	\$ 39,410	\$ 702	1.81%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
40 - Protection									
	10 Fire Department	\$ 79,210	\$ 62,294	\$ 70,316	\$ 65,600	\$ 30,483	\$ 67,900	\$ 2,300	3.51%
	15 Fire Equipment	\$ 19,945	\$ 14,424	\$ -	\$ 8,000	\$ 2,316	\$ -	\$ (8,000)	-100.00%
	20 Ambulance	\$ 31,826	\$ 23,382	\$ 24,032	\$ 25,400	\$ 12,730	\$ 26,750	\$ 1,350	5.31%
	30 Water Holes	\$ -	\$ 1,455	\$ -	\$ 500	\$ -	\$ -	\$ (500)	-100.00%
	35 Tower Sites	\$ 1,465	\$ 2,957	\$ 38,179	\$ 2,400	\$ 6,422	\$ 2,550	\$ 150	6.25%
	40 Dispatching	\$ 27,944	\$ 25,479	\$ 26,018	\$ 28,625	\$ 14,835	\$ 31,000	\$ 2,375	8.30%
	50 Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	60 Personal Protective Gear	\$ 6,175	\$ 1,841	\$ -	\$ 2,000	\$ -	\$ -	\$ (2,000)	-100.00%
	70 Emergency Operations	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ (200)	-100.00%
40 - Protection		\$ 166,564	\$ 131,832	\$ 158,545	\$ 132,725	\$ 66,786	\$ 128,200	\$ (4,525)	-3.41%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
50 - Cemeteries									
	10 Town Cemeteries	\$ 28,812	\$ 30,916	\$ 4,735	\$ 15,700	\$ 1,141	\$ 17,000	\$ 1,300	8%
	20 Living Fence	\$ 2,720	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
50 - Cemeteries		\$ 31,532	\$ 30,916	\$ 4,735	\$ 15,700	\$ 1,141	\$ 17,000	\$ 1,300	8.28%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
60 - Roads & Drainage									
	10 Road Maintenance	\$ 226,630	\$ 264,486	\$ 31,749	\$ 147,330	\$ 118,156	\$ 58,500	\$ (88,830)	-60.29%
	20 Road Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	40 Winter Maintenance	\$ 260,422	\$ 250,124	\$ 253,466	\$ 260,600	\$ 142,542	\$ 265,650	\$ 5,050	1.94%
	60 Vehicle Maintenance	\$ 29,285	\$ 35,431	\$ -	\$ -	\$ -	\$ -	\$ -	-
	70 Interlocal Work	\$ 7,539	\$ 1,572	\$ -	\$ -	\$ -	\$ -	\$ -	-
60 - Roads & Drainage		\$ 523,875	\$ 551,613	\$ 285,215	\$ 407,930	\$ 260,698	\$ 324,150	\$ (83,780)	-20.54%

FY 2020 Expenses

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
65 - Capital Improvements									
	1 Admin. Technology	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 3,000	\$ (3,000)	-50%
	5 Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500	\$ 10,500	-
	10 Fire Station Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	-
	20 Gile Hall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	25 Parks & Recreation	\$ 4,474	\$ -	\$ -	\$ -	\$ 1,055	\$ -	\$ -	-
	30 Library Building	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,989	\$ 105,000	\$ 100,000	2000%
	40 Cemetery	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	0%
	50 Sidewalks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	55 Roads	\$ -	\$ -	\$ -	\$ 50,000	\$ 2,000	\$ 150,000	\$ 100,000	200%
	65 Equipment	\$ 4,000	\$ 2,956	\$ -	\$ 15,000	\$ 12,272	\$ 10,000	\$ (5,000)	-33%
	66 Capital Leases	\$ -	\$ -	\$ -	\$ 19,000	\$ 16,138	\$ 19,150	\$ 150	1%
	70 Transfer Station	\$ 14,730	\$ 6,934	\$ -	\$ 51,614	\$ 50,232	\$ 51,500	\$ (114)	0%
	90 Maranacook Lake Dam	\$ 7,995	\$ 19,315	\$ 1,507	\$ 300,000	\$ 21,829	\$ -	\$ (300,000)	-100%
	65 - Capital Improvements	\$ 31,199	\$ 29,205	\$ 1,507	\$ 451,614	\$ 111,515	\$ 754,150	\$ 302,536	66.95%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
70 - Solid Waste									
	10 Transfer Station	\$ 243,832	\$ 256,753	\$ 283,562	\$ 296,186	\$ 156,614	\$ 297,500	\$ 1,314	0.44%
	50 Backhoe	\$ 2,449	\$ 6,183	\$ 12,012	\$ 7,500	\$ 384	\$ 3,200	\$ (4,300)	-57.33%
	70 - Solid Waste	\$ 246,281	\$ 262,936	\$ 295,574	\$ 303,686	\$ 156,998	\$ 300,700	\$ (2,986)	-98%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
75 - Education									
	10 RSU #38	\$ 3,324,451	\$ 3,442,351	\$ 3,527,596	\$ 3,564,799	\$ 2,074,893	\$ 3,564,799	\$ -	.00%
	50 Elementary School	\$ 1,095	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	75 - Education	\$ 3,325,546	\$ 3,442,351	\$ 3,527,596	\$ 3,564,799	\$ 2,074,893	\$ 3,564,799	\$ -	.00%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
80 - Regional Organizations									
	10 Cobossee Watershed District	\$ 19,821	\$ 20,812	\$ 21,436	\$ 23,500	\$ 14,719	\$ 22,852	\$ (648)	- 2.76%
	30 Kennebec Valley COG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	40 First Park	\$ 25,130	\$ 24,880	\$ 12,224	\$ 24,500	\$ 12,049	\$ 24,500	\$ -	0.00%
	80 - Regional Organizations	\$ 44,951	\$ 45,692	\$ 33,660	\$ 48,000	\$ 26,768	\$ 47,352	\$ (648)	-1.35%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
81 - County Tax									
	20 Kennebec County Tax	\$ 256,103	\$ 261,281	\$ 259,977	\$ 270,000	\$ 266,694	\$ 275,000	\$ 5,000	1.85%
	81 - County Tax	\$ 256,103	\$ 261,281	\$ 259,977	\$ 270,000	\$ 266,694	\$ 275,000	\$ 5,000	1.85%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
85 - Debt Service									
	10 Fire Truck (2023 payoff)	\$ -	\$ 68,073	\$ 56,857	\$ 56,238	\$ 54,278	\$ 55,583	\$ (655)	- 1.16%
	25 2013 Road Bond (2021 payoff)	\$ 109,117	\$ 109,117	\$ 109,117	\$ 109,118	\$ 109,117	\$ 109,117	\$ (1)	0.00%
	40 Maranacook Lake Outlet Dam (2019 payoff)	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 19,973	\$ 13,973	232.88%
	60 2004 Road Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	70 2008 Road Bond (2019 payoff)	\$ 174,934	\$ 169,060	\$ 162,501	\$ 156,600	\$ 156,833	\$ -	\$ (156,600)	-100.00%
	80 2020 Municipal Building Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,200	\$ 61,200	-
	85 - Debt Service	\$ 284,051	\$ 346,250	\$ 328,475	\$ 327,956	\$ 320,228	\$ 245,873	\$ (82,083)	-25.03%

FY 2020 Expenses

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
90 - Unclassified									
	10 Overlay (Abatement / Overdraft)	\$ 14,056	\$ 41,804	\$ 14,440	\$ 20,000	\$ 7,977	\$ 20,000	\$ -	0.00%
	15 Local Property Tax Relief	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	0.00%
	20 Non-profit Agencies	\$ 6,144	\$ 5,832	\$ 9,857	\$ 14,036	\$ 14,036	\$ 14,036	\$ -	0.00%
	40 Contingency	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	0.00%
	50 Snowmobiling	\$ 1,436	\$ 1,489	\$ 940	\$ 1,377	\$ 1,377	\$ 1,344	\$ (33)	-2.40%
	60 Readfield Enterprise Fund	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	0.00%
	90 Revaluation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	0.00%
	90 - Unclassified	\$ 21,636	\$ 49,125	\$ 25,237	\$ 130,413	\$ 23,390	\$ 130,380	\$ (33)	-0.3%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
95 - General Assistance									
	10 General Assistance	\$ 859	\$ 288	\$ 1,880	\$ 4,500	\$ 682	\$ 4,500	\$ -	0.00%
	95 - General Assistance	\$ 859	\$ 288	\$ 1,880	\$ 4,500	\$ 682	\$ 4,500	\$ -	0.00%

TOTAL \$ 5,215,503 \$ 5,443,641 \$ 5,538,227 \$ 6,402,725 \$ 3,714,326 \$ 6,520,486 \$ 117,761 1.8%

DEPARTMENT SUMMARY - EXPENSE									
DEPARTMENT	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %	
95 - General Assistance	\$ 859	\$ 288	\$ 1,880	\$ 4,500	\$ 682	\$ 4,500	\$ -	0.0%	
90 - Unclassified	\$ 21,636	\$ 49,125	\$ 25,237	\$ 130,413	\$ 23,390	\$ 130,380	\$ (33)	0.0%	
85 - Debt Service	\$ 284,051	\$ 346,250	\$ 328,475	\$ 327,956	\$ 320,228	\$ 245,873	\$ (82,083)	-25.0%	
81 - County Tax	\$ 256,103	\$ 261,281	\$ 259,977	\$ 270,000	\$ 266,694	\$ 275,000	\$ 5,000	1.9%	
80 - Regional Organizations	\$ 44,951	\$ 45,692	\$ 33,660	\$ 48,000	\$ 26,768	\$ 47,352	\$ (648)	-1.4%	
75 - Education	\$ 3,325,546	\$ 3,442,351	\$ 3,527,596	\$ 3,564,799	\$ 2,074,893	\$ 3,564,799	\$ -	0.0%	
70 - Solid Waste	\$ 246,281	\$ 262,936	\$ 295,574	\$ 303,686	\$ 156,998	\$ 300,700	\$ (2,986)	-1.0%	
65 - Capital Improvements	\$ 31,199	\$ 29,205	\$ 1,507	\$ 451,614	\$ 111,515	\$ 754,150	\$ 302,536	67.0%	
60 - Roads & Drainage	\$ 523,875	\$ 551,613	\$ 285,215	\$ 407,930	\$ 260,698	\$ 324,150	\$ (83,780)	-20.5%	
50 - Cemeteries	\$ 31,532	\$ 30,916	\$ 4,735	\$ 15,700	\$ 1,141	\$ 17,000	\$ 1,300	8.3%	
40 - Protection	\$ 166,564	\$ 131,832	\$ 158,545	\$ 132,725	\$ 66,786	\$ 128,200	\$ (4,525)	-3.4%	
30 - Recreation, Parks, & Activities	\$ 26,544	\$ 16,387	\$ 24,200	\$ 38,708	\$ 18,475	\$ 39,410	\$ 702	1.8%	
25 - Community Services	\$ 58,354	\$ 64,155	\$ 56,058	\$ 55,961	\$ 37,919	\$ 65,037	\$ 9,076	16.2%	
20 - Town Buildings	\$ 33,598	\$ 27,659	\$ -	\$ -	\$ -	\$ -	\$ -	-	
15 - Boards & Commissions	\$ 3,285	\$ 3,014	\$ 846	\$ 42,112	\$ 30,256	\$ 7,850	\$ (34,262)	-81.4%	
12 - Maintenance	\$ -	\$ -	\$ 116,673	\$ 127,415	\$ 49,545	\$ 133,175	\$ 5,760	4.5%	
10 - Administration	\$ 417,229	\$ 442,218	\$ 418,048	\$ 481,206	\$ 268,338	\$ 482,910	\$ 1,704	0.4%	
	TOTAL \$	5,471,606	5,704,922	5,538,227	6,402,725	3,714,326	\$ 6,520,486	\$ 117,761	1.8%

FY 2020 Revenues

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
10 - ADMINISTRATION									
	1011 REAL ESTATE PROPERTY TAX	\$ 4,364,739	\$ 4,462,978	\$ 4,504,407	\$ 4,582,590	\$ 4,590,864	\$ 4,582,590	\$ -	0.0%
	1012 PERSONAL PROPERTY TAX	\$ 36,855	\$ 37,855	\$ 42,234	\$ 33,458	\$ 33,798	\$ 33,458	\$ -	0.0%
	1013 STATE REVENUE SHARING	\$ 138,066	\$ 135,204	\$ 137,773	\$ 135,000	\$ 75,593	\$ 135,000	\$ -	0.0%
	1014 INTEREST ON TAXES	\$ 23,045	\$ 26,486	\$ 34,139	\$ 25,000	\$ 16,421	\$ 30,000	\$ 5,000	20.0%
	1021 INVESTMENT INCOME	\$ 3,349	\$ 4,929	\$ 7,484	\$ 5,000	\$ 5,184	\$ 6,000	\$ -	0.0%
	1031 VETERANS EXEMPTION	\$ 3,284	\$ 3,607	\$ 3,909	\$ 4,000	\$ 3,890	\$ 4,000	\$ -	0.0%
	1032 HOMESTEAD EXEMPTION	\$ 73,154	\$ 94,647	\$ 138,363	\$ 182,337	\$ 175,968	\$ 182,337	\$ -	0.0%
	1033 TREE GROWTH REIMBURSEMENT	\$ 10,892	\$ 9,873	\$ 9,358	\$ 9,000	\$ 9,093	\$ 9,000	\$ -	0.0%
	1034 BETE REIMBURSEMENT	\$ 7,780	\$ 7,619	\$ 8,474	\$ 13,896	\$ 15,574	\$ 13,896	\$ -	0.0%
	1040 GRANTS/PLANNING	\$ -	\$ 2,736	\$ -	\$ -	\$ -	\$ -	\$ -	-
	1051 BOAT EXCISE TAXES	\$ 8,101	\$ 8,298	\$ 7,792	\$ 8,000	\$ 1,323	\$ 8,000	\$ -	0.0%
	1052 MOTOR VEHICLE TAXES	\$ 492,728	\$ 509,631	\$ 541,599	\$ 500,000	\$ 304,984	\$ 525,000	\$ 25,000	5.0%
	1053 AGENT FEE	\$ 10,763	\$ 10,601	\$ 10,792	\$ 10,000	\$ 5,379	\$ 10,000	\$ -	0.0%
	1054 NEWSLETTER ADS	\$ 200	\$ 664	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0.0%
	1060 BUSINESS LICENSE FEES	\$ 20	\$ 60	\$ 80	\$ 50	\$ 10	\$ 50	\$ -	0.0%
	1065 CERTIFIED COPY FEES	\$ 1,505	\$ 1,450	\$ 1,505	\$ 1,400	\$ 1,000	\$ 1,500	\$ 100	7.1%
	1080 REFLECTIONS	\$ 7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	1090 OTHER INCOME	\$ 7,808	\$ 4,890	\$ 56,774	\$ 2,000	\$ 22,425	\$ 2,000	\$ -	0.0%
	1095 Heating Assistance	\$ 650	\$ 1,300	\$ 1,216	\$ 1,500	\$ 1,750	\$ 1,500	\$ -	0.0%
	3010 PLUMBING FEES	\$ 5,838	\$ 7,661	\$ 4,688	\$ 5,000	\$ 3,723	\$ 6,000	\$ 1,000	20.0%
	3020 LAND USE FEES	\$ 8,330	\$ 8,373	\$ 6,254	\$ 6,000	\$ 3,853	\$ 7,000	\$ 1,000	16.7%
	5000 Use of Undesignated Funds	\$ 300,183	\$ 230,000	\$ -	\$ 128,000	\$ -	\$ 108,038	\$ (19,962)	-15.6%
	5001 Use of Carry Forward	\$ 74,865	\$ 227,020	\$ -	\$ 227,303	\$ -	\$ 26,560	\$ (200,743)	-88.3%
	10 - ADMINISTRATION	\$ 5,572,162	\$ 5,795,882	\$ 5,516,841	\$ 5,879,635	\$ 5,270,932	\$ 5,692,030	\$ (187,605)	-3.2%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
12 - MAINTENANCE									
	4010 FUEL TAX	\$ -	\$ -	\$ 212	\$ -	\$ -	\$ 118	\$ -	-
	12 - MAINTENANCE	\$ -	\$ -	\$ 212	\$ -	\$ -	\$ 118	\$ -	-

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
15 - BOARDS & COMMISSIONS									
	3015 Conservation Donations / Grants	\$ -	\$ 3,503	\$ 38	\$ 30,517	\$ -	\$ -	\$ (30,517)	-100.0%
	3020 STATE PARK FEES	\$ 425	\$ 556	\$ -	\$ -	\$ -	\$ -	\$ -	-
	3050 Trails Donations	\$ 2,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	15 - BOARDS & COMMISSIONS	\$ 3,275	\$ 4,059	\$ 38	\$ 30,517	\$ -	\$ (30,517)	\$ (30,517)	-100.0%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
20 - TOWN BUILDINGS O&M									
	2010 GILE HALL DONATIONS	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	20 - TOWN BUILDINGS O&M	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

FY 2020 Revenues

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
25	COMMUNITY SERVICES								
	1010 ANIMAL CONTROL DOG LICENSE FEE	\$ 1,842	\$ 2,936	\$ 2,837	\$ 3,000	\$ 728	\$ 2,500	\$ (500)	-16.7%
	1011 Rabies Clinic	\$ -	\$ -	\$ 840	\$ -	\$ 555	\$ -	\$ -	-
	1012 DOG VACCINATION FUND	\$ -	\$ -	\$ 390	\$ -	\$ 70	\$ -	\$ -	-
	3000 AGE FRIENDLY	\$ -	\$ 6,000	\$ -	\$ 1,000	\$ 8,000	\$ -	\$ (1,000)	-100.0%
	4001 LIBRARY STATE AID	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	4005 LIBRARY DONATIONS	\$ 3,430	\$ 3,818	\$ 2,003	\$ 2,000	\$ 25,995	\$ 765	\$ (1,235)	-61.8%
	4010 LIBRARY SALE PROCEEDS	\$ 1,463	\$ 1,549	\$ 1,476	\$ 1,500	\$ 1,171	\$ -	\$ (1,500)	-100.0%
	4015 Library Front Desk Contributions	\$ 501	\$ 550	\$ 495	\$ 375	\$ 283	\$ 406	\$ 31	8.3%
	4020 Library Non Res Patrons	\$ 125	\$ 100	\$ 70	\$ 50	\$ 75	\$ 100	\$ 50	100.0%
	5010 CABLE TV FRANCHISE FEES	\$ 26,066	\$ 27,480	\$ 28,391	\$ 27,000	\$ 14,857	\$ 28,000	\$ 1,000	3.7%
	25 COMMUNITY SERVICES	\$ 33,427	\$ 42,433	\$ 36,502	\$ 34,925	\$ 51,734	\$ 31,771	\$ (3,154)	-9.0%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
30	RECREATION, PARKS, & ACTIVITIES								
	1010 BEACH INCOME	\$ 7,418	\$ 6,145	\$ 7,814	\$ 9,660	\$ 2,958	\$ 9,660	\$ -	0.0%
	1020 Beach Playground	\$ 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	2021 REC BOARD - BASEBALL	\$ 1,866	\$ 2,230	\$ 2,420	\$ 2,920	\$ 76	\$ 2,920	\$ -	0.0%
	2022 REC BOARD - SOCCER	\$ 2,083	\$ 1,800	\$ 2,050	\$ 2,100	\$ 2,135	\$ 2,100	\$ -	0.0%
	2023 REC BOARD - SWIMMING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	2024 REC BOARD - Basketball	\$ 3,020	\$ 3,640	\$ 3,620	\$ 3,150	\$ 3,055	\$ 3,150	\$ -	0.0%
	2025 REC BOARD - OTHER RECREATION	\$ 202	\$ -	\$ 73	\$ -	\$ -	\$ -	\$ -	-
	2026 Rec Board - Softball	\$ 1,366	\$ 1,010	\$ 1,215	\$ 1,540	\$ -	\$ 1,540	\$ -	0.0%
	2027 Rec Board - Interlocal	\$ -	\$ 2,248	\$ -	\$ -	\$ -	\$ -	\$ -	-
	2073 HD - MERCHANDISE SALES	\$ 1,265	\$ 600	\$ 2,926	\$ -	\$ 57	\$ -	\$ -	-
	2077 HD OTHER FEES	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	-
	7010 Trails	\$ -	\$ 50	\$ 250	\$ -	\$ 100	\$ -	\$ -	-
	8010 Mill Stream Dam	\$ 2,721	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -	0.0%
	30 RECREATION, PARKS, & ACTIVITIES	\$ 19,949	\$ 17,773	\$ 20,368	\$ 27,370	\$ 8,381	\$ 27,370	\$ -	0.0%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
40	PROTECTION								
	1010 FIRE DEPARTMENT DONATIONS	\$ 36	\$ 8,289	\$ 41	\$ -	\$ 223	\$ -	\$ -	-
	1025 Adm Asst Regional Employee	\$ 6,767	\$ -	\$ -	\$ -	\$ 2,520	\$ -	\$ -	-
	1035 FD Burn Permits online	\$ 238	\$ 258	\$ 270	\$ -	\$ -	\$ 150	\$ 150	-
	3500 Tower Sites	\$ 12,338	\$ 7,600	\$ 17,200	\$ 2,600	\$ -	\$ 3,200	\$ 600	23.1%
	4050 FD Safety Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	4070 Emergency Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	40 PROTECTION	\$ 19,379	\$ 16,147	\$ 17,511	\$ 2,600	\$ 2,743	\$ 3,350	\$ 750	28.8%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
50	CEMETERIES								
	5010 Fuel Tax Reimbursement	\$ 79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	5020 Donations	\$ -	\$ 231	\$ 21	\$ -	\$ 300	\$ -	\$ -	-
	50 CEMETERIES	\$ 79	\$ 231	\$ 21	\$ -	\$ 300	\$ -	\$ -	-

FY 2020 Revenues

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
60	Roads & Drainage								
	2010 LOCAL ROAD ASSISTANCE	\$ 35,524	\$ 35,360	\$ 35,924	\$ 35,000	\$ 35,612	\$ 35,000	\$ -	0.0%
	2020 HIGHWAY INCOME	\$ -	\$ 92	\$ -	\$ -	\$ -	\$ -	\$ -	-
	2030 STREET SIGNS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	4010 Fuel Tax Reimbursement	\$ 166	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	6040 Sale of Equipment	\$ -	\$ 6,556	\$ -	\$ -	\$ -	\$ -	\$ -	-
	7010 Interlocal	\$ 8,970	\$ 2,248	\$ -	\$ -	\$ -	\$ -	\$ -	-
		\$ 44,660	\$ 44,256	\$ 35,924	\$ 35,000	\$ 35,612	\$ 35,000	\$ -	0.0%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
65	CAPITAL IMPROVEMENTS								
	6520 Gile Hall Municipal Building Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	-
	6525 Ballfields	\$ -	\$ 7	\$ 1	\$ -	\$ -	\$ -	\$ -	-
	6550 Sidewalks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	6570 Transfer Station (Fayette & Wayne)	\$ 19,000	\$ -	\$ 18,578	\$ 9,022	\$ 4,674	\$ 11,846	\$ 2,824	31.3%
	6590 Maranacook Lake Dam	\$ -	\$ -	\$ -	\$ 177,000	\$ 160,000	\$ -	\$ (177,000)	-100.0%
		\$ 19,000	\$ 7	\$ 18,579	\$ 186,022	\$ 164,674	\$ 511,846	\$ 325,824	175.2%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
70	SOLID WASTE								
	7010 TRANSFER STATION FEES	\$ 30,155	\$ 34,381	\$ 35,161	\$ 33,000	\$ 20,250	\$ 34,000	\$ 1,000	3.0%
	7020 TS REDEMPTIONS	\$ 1,408	\$ 185	\$ -	\$ -	\$ -	\$ -	\$ -	-
	7023 TS RECYCLABLES - METAL	\$ 6,845	\$ 7,946	\$ 16,272	\$ 10,000	\$ 6,267	\$ 10,000	\$ -	0.0%
	7025 TS RECYCLABLES - OTHER	\$ 380	\$ 80	\$ 40	\$ -	\$ 663	\$ 1,000	\$ 1,000	-
	7026 TS Single Sort Recycling	\$ -	\$ 1,591	\$ 1,538	\$ -	\$ -	\$ -	\$ -	-
	7030 TS BACKHOE	\$ 2,048	\$ 5,677	\$ -	\$ -	\$ -	\$ -	\$ -	-
	7040 Commercial Haulers Permits	\$ 375	\$ 1,031	\$ 450	\$ 450	\$ 150	\$ 450	\$ -	0.0%
	7050 TS GRANTS	\$ 20	\$ 7	\$ -	\$ -	\$ -	\$ -	\$ -	-
	7079 TS REVENUES - FAYETTE SHARE	\$ -	\$ 34,634	\$ 59,431	\$ 68,806	\$ 34,926	\$ 67,752	\$ (1,054)	-1.5%
	7090 TS REVENUES - WAYNES SHARE	\$ 101,242	\$ 99,294	\$ 82,054	\$ 81,573	\$ 46,612	\$ 80,323	\$ (1,250)	-1.5%
		\$ 142,473	\$ 184,826	\$ 194,946	\$ 193,829	\$ 108,868	\$ 193,525	\$ (304)	-0.2%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
90	UNCLASSIFIED								
	1250 First Park Revenue	\$ 10,503	\$ 11,084	\$ -	\$ 10,000	\$ 15,112	\$ 12,000	\$ 2,000	20.0%
	3010 Snowmobile Fees	\$ 1,490	\$ 940	\$ 1,377	\$ 1,377	\$ -	\$ 1,344	\$ (33)	-2.4%
	4010 Readfield Enterprise Fund	\$ 7,127	\$ 27,556	\$ 389	\$ -	\$ -	\$ 10,000	\$ 10,000	-
		\$ 19,120	\$ 39,580	\$ 1,766	\$ 11,377	\$ 15,112	\$ 23,344	\$ 11,967	105.2%

DEPARTMENT	DIVISION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %
95	GENERAL ASSISTANCE								
	1010 GENERAL ASSIST-STATE REVENUE	\$ 269	\$ -	\$ 1,316	\$ 2,250	\$ -	\$ 2,250	\$ -	0.0%
		\$ 269	\$ -	\$ 1,316	\$ 2,250	\$ -	\$ 2,250	\$ -	0.0%

TOTAL \$ 5,873,818 \$ 6,145,194 \$ 5,844,024 \$ 6,403,525 \$ 5,658,474 \$ 6,520,486 \$ 23,630 1.8%

FY 2020 Revenues

DEPARTMENT SUMMARY - REVENUE									
DEPARTMENT	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 YTD	2020 BUDGET	2019-2020 \$	2019-2020 %	
10- ADMINISTRATION	\$ 5,572,162	\$ 5,795,882	\$ 5,516,841	\$ 5,879,635	\$ 5,270,932	\$ 5,692,030	\$ (187,605)	-3.2%	
12 - MAINTENANCE	\$ -	\$ -	\$ 212	\$ -	\$ 118	\$ -	\$ -		
15 - BOARDS & COMMISSIONS	\$ 3,275	\$ 4,059	\$ 38	\$ 30,517	\$ -	\$ -	\$ (30,517)	-100.0%	
20 - TOWN BUILDINGS O&M	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
25 COMMUNITY SERVICES	\$ 33,427	\$ 42,433	\$ 36,502	\$ 34,925	\$ 51,734	\$ 31,771	\$ (3,154)	-9.0%	
30 RECREATION, PARKS, & ACTIVITIES	\$ 19,949	\$ 17,773	\$ 20,368	\$ 27,370	\$ 8,381	\$ 27,370	\$ -	0.0%	
40 PROTECTION	\$ 19,379	\$ 16,147	\$ 17,511	\$ 2,600	\$ 2,743	\$ 3,350	\$ 750	28.8%	
50 CEMETERIES	\$ 79	\$ 231	\$ 21	\$ -	\$ 300	\$ -	\$ -		
60 Roads & Drainage	\$ 44,660	\$ 44,256	\$ 35,924	\$ 35,000	\$ 35,612	\$ 35,000	\$ -	0.0%	
65 CAPITAL IMPROVEMENTS	\$ 19,000	\$ 7	\$ 18,579	\$ 186,022	\$ 164,674	\$ 511,846	\$ 325,824	175.2%	
70 SOLID WASTE	\$ 142,473	\$ 184,826	\$ 194,946	\$ 193,829	\$ 108,868	\$ 193,525	\$ (304)	-0.2%	
90 UNCLASSIFIED	\$ 19,120	\$ 39,580	\$ 1,766	\$ 11,377	\$ 15,112	\$ 23,344	\$ 11,967	105.2%	
95 GENERAL ASSISTANCE	\$ 269	\$ -	\$ 1,316	\$ 2,250	\$ -	\$ 2,250	\$ -	0.0%	
TOTAL	\$ 5,873,818	\$ 6,145,194	\$ 5,844,024	\$ 6,403,525	\$ 5,658,474	\$ 6,520,486	\$ 116,961	1.8%	

NEW BUSINESS

RESERVED

Memorandum of Understanding

Between
The Town of Readfield, Maine
and
The Torsey Pond Association

This Memorandum of Understanding (MOU) sets forward the terms and understanding between the Town of Readfield (hereinafter “the Town”) and the Torsey Pond Association (hereinafter “the Association”) to mutually pursue repairs to the single structure consisting of the Torsey Bridge, owned by the Town, and Torsey Pond Dam, owned by the Association.

Purpose

The purpose of this MOU is to establish a partnership to facilitate cost-effective and mutually beneficial repairs to the above referenced contiguous structure through a single maintenance project.

Ownership

The Town owns and has sole maintenance responsibilities for the Torsey Bridge. The Association owns and has sole maintenance responsibilities for the Torsey Pond Dam. The dividing line between these two project components is established by deed, attached as Exhibit 1. In contemporary terms however, the dividing line falls 3 ft. south of the metal dam plate, along the lake side edge of catwalk.

Design and Engineering

Preliminary design and engineering work has been completed by the Association. Additional design or engineering shall be at the expense of the party requesting the work, with the exception of any mutually agreed to project supervision / engineering, the cost of which shall be shared equally between the Town and Association.

Permitting

Environmental and other permitting for this project shall be pursued jointly, with the intent of securing single project permits from affected State and Local agencies. Permitting expenses shall be equally shared between the Town and Association.

Bidding & Construction

A single bid shall be issued for the project. Bid documents shall ensure that clear separation is made between project components that are the financial responsibility of the respective parties and those that are shared. Mobilization and coffer dam (or equivalent) expenses shall be shared. Repairs to the Torsey Bridge shall be at the sole expense of the Town. Repairs to the Torsey Pond Dam shall be at the sole expense of the Association. The lowest responsive and responsible bid shall be selected.

Project Management

Each party shall assign a single point of contact for project management purposes. Project management shall be pursued jointly.

Financial Capacity, Billing, & Payment

Prior to the award of any construction / repair contracts both the Town and Association shall demonstrate financial resources sufficient to complete shared work and work to be completed at their sole expense, plus a 10% contingency. The Town and Association shall be billed separately and each shall be responsible for ensuring payment is made fully and in a timely manner consistent with any applicable bid or contract terms.

Timeframe

The Town and Association will work together to ensure the project is completed within a reasonable timeframe that allows the needs of both entities to be met, recognizing that delays are always a possibility. An RFP for the project will be issued early in 2019 in conjunction with application for any required environmental permits. Following review of the RFP results the Town and Association will begin the process of developing / appropriating project funds. The project will be completed in the summer or fall of 2020 at the latest, sooner if possible.

Duration, Modification, & Termination

This MOU is at-will and may be modified by mutual consent of authorized officials from the Town and the Association. This MOU shall become effective upon signature by the authorized officials from the Town and the Association and will remain in effect until modified or terminated by any one of the partners or by mutual consent. In the absence of mutual agreement to extend this MOU by the authorized officials from the Town and the Association this MOU shall end on June 30, 2021.

Contact Information

Town of Readfield
Eric Dyer, Town Manager
8 Old Kents Hill Road, Readfield, ME 04355
207-685-4939
Readfield.tmgr@roadrunner.com

Torsey Pond Association
Keith Couling, Treasurer
8 Columbine Ln., Mt. Vernon, ME
keithc@sacoriver.net

Signatures

Signed:

Date:

Signed:

Date:

MEMORANDUM

TO: Mr. Keith Coulling
FROM: Mr. Nick Ciomei, P.E.
CC: Mr. Alex Coulling, P.E.
DATE: November 9, 2018 **DOCUMENT NO.:** 4705001_001ME
RE: TORSEY POND DAM CONDITION ASSESSMENT

INTRODUCTION

The Torsey Pond Association would like to assess the condition of the Torsey Pond Dam based on concrete deterioration and leakage observed by the dam keeper, Mr. Keith Coulling, Mr. Nick Ciomei, P.E. and Mr. Alex Coulling, P.E. of Kleinschmidt Associates (Kleinschmidt) performed a site visit on August 29, 2018 to visually assess the condition of the dam and make recommendations for potential repair options, if necessary. Photographs taken during the site visit are provided in Attachment A.

The dam consists of a steel plate with two concrete abutments (integral with a box culvert bridge owned by the Town of Readfield). The steel plate is supported on either side by guides in the concrete abutment and a central steel column embedded into the concrete sill of the dam. On each side, between the central column and concrete guide is a steel waste gate mounted on the steel plate dam (Photo 1 and 2). Each manually operated waste gate has a steel screw stem that extends up, past an access walkway that spans the concrete piers. Both waste gates were closed at the time of the inspection.

The primary focus of the condition assessment was the condition of the concrete guides that support the steel plate.

References to left and right are from the point of view of someone looking downstream.

CONDITION ASSESSMENT

The dam appears to be in good condition overall. There were some thin (spider) cracks in the upper portion of both piers and some pocketing concrete loss. The underlying concrete condition in both cases appeared to be sound. Vertical cracking was observed on both guide slot corners on the upstream side. The left slot appeared to have slightly more separation compared to the right slot. During the next drawdown, it would be prudent to photograph and document the condition of the cracks on both sides. This information could be used during subsequent drawdowns to compare changes over time or if the crack formed and then stabilized.

Most of the leakage was observed through the bottom seal of both waste gates and along the concrete guides. One visible leak on the right guide was observed traveling through the concrete guide and discharging on the downstream side. There appeared to be more leakage through the left guide including larger jets of water where concrete spalling had occurred. The concrete guide appeared structurally adequate at the time of the inspection and the central steel column supporting much of the steel plate was in good condition.

Immediately downstream of the concrete guides, some deterioration was observed including cracking and aggregate exposure on the lower half of the abutment (Photo 3 and 4). The concrete condition improves moving further downstream from the gates. This deterioration is minor and expected since the concrete deterioration is focused in areas exposed to discharge through the gates and leakage through the guides.

There was nothing observed during the condition assessment that appeared detrimental to the stability or structural capacity of the dam. Some concrete cracking (Photos 5 and 6) and spalling (Photo 2) was observed at the concrete guides and immediately downstream of the gates. While no dam safety issues were observed during the inspection, additional concrete spalling of the guides could cause more leakage and potentially water management issues for Torsey Pond (depending on the severity of the leakage). Water management becomes especially important during the summer months when water levels are maintained at higher levels for recreation purposes. Discharge through the waste gates may not be required for weeks during a long dry spell, making the ability to control the volume of flow through the dam very important.

POTENTIAL REPAIRS

Two possible repairs to the gate guides and downstream spalled concrete include:

1. Application of joint sealer to the larger cracks downstream of the gate guides, or
2. Demolition and resurfacing of the deteriorated concrete (including rebuilding the guides).

For repair item 1, many types joint sealers and caulking could be used to fill the cracks. A joint sealer repair would have a lower up-front cost compared to repairing the deteriorated concrete. This type of repair, under conditions expected at the dam, tend to have a short effective service life (5 to 10 years). The repair would help slow down further deterioration of concrete downstream of the gate guides, but not repair the gate guides or improve water management.

For repair item 2, a properly designed and installed resurfacing repair would last much longer, likely between 15 and 30 years if installed correctly, extending the service life of the dam. Resurfacing of the gates guides would drastically reduce leakage, increase ease of gate operation, and increase reservoir management capabilities.

Recommendations for a successful resurfacing repair would include:

- Demolition of the deteriorated concrete down to sound material.
- Resurface with a reinforced layer of new concrete at least 6 inches thick at a minimum, but 9 inches thick if possible, using proper surface preparation techniques.
- Drill and epoxy dowels into the existing concrete (after removal of deteriorated concrete) that are tied into mat of reinforcement in the repair.

Based on our observations, the extent of resurfacing should be 7 to 8 feet downstream of the concrete guides for a height of 4 to 5 feet above the dam sill (see Attachment B for two repair sketches). The resurfaced portion of the wall could be flush with the exterior of the guides to simplify the formwork requirements. This approach would help to obtain the necessary resurface layer depth without costly over demolition of the existing wall.

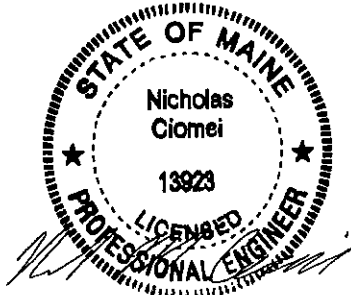
Access to the site is straightforward with a small parking area at the boat launch, immediately adjacent to the dam. Dewatering should be relatively straightforward with the existing abutments at lower pond elevations during the fall. A small dewatering pump would likely be still required for leakage. Dewatering could be accomplished by installing a bulkhead, along with an HDPE liner or other water barrier material as determined by the contractor, against the upstream side of the existing abutments.

CONCLUSION

Kleinschmidt recommends demolition and resurfacing of the deteriorated concrete and guides since that will be the more effective, more comprehensive, and longer lasting repair. The application of joint sealer in some of the more deteriorated areas may be difficult without dewatering the around the guides, and still may not drastically reduce leakage at the gates. Repeated applications of joint sealer may become more expensive over the life of the resurfacing repair, especially if dewatering is required during application. While our recommendations are important to consider if the Torsey Pond Association were to pursue this option, they should not be considered final design details. A contractor experienced in this type of work should develop a complete repair design and concrete specification prior to installation.

We appreciate the opportunity to assist you with this project. If you have any questions regarding this memorandum, please call or e-mail Nick Ciomei at 207.416.1216 or Nick.Ciomei@KleinschmidtGroup.com.

KLEINSCHMIDT ASSOCIATES



Nicholas M. Ciomei, P.E.
Project Manager

NMC:SCB

Attachments: A – Photographs
B – Repair Sketch

ATTACHMENT A

PHOTOGRAPHS



PHOTO 1 VIEW OF DAM FROM UPSTREAM SIDE (ON THE SHORE)

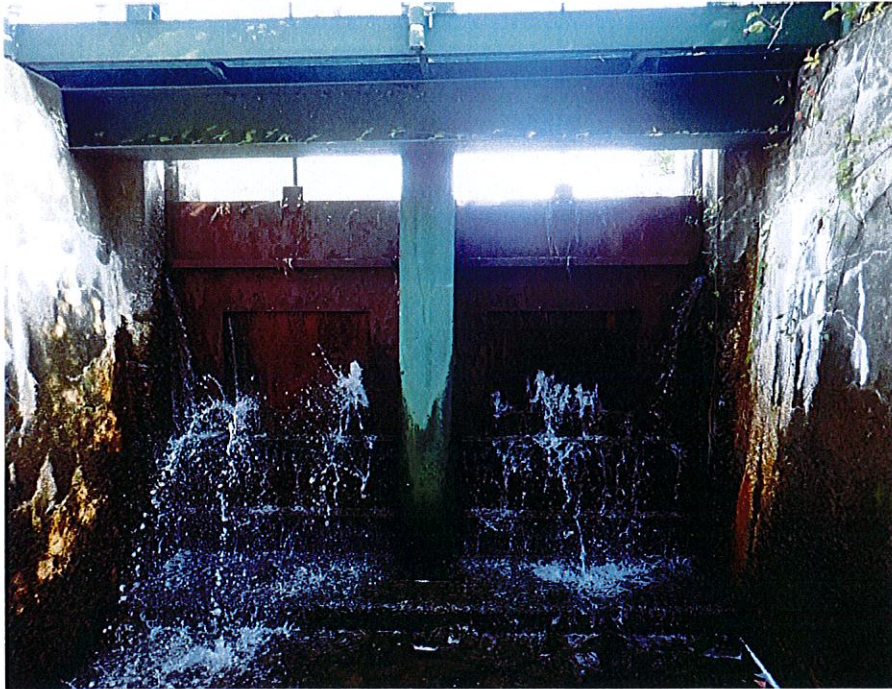


PHOTO 2 VIEW OF DAM FROM DOWNSTREAM SIDE



PHOTO 3 **OVERALL CONCRETE DETERIORATION ON RIGHT SIDE OF DAM**



PHOTO 4 **OVERALL CONCRETE DETERIORATION ON LEFT SIDE OF DAM**



PHOTO 5 CONCRETE DETERIORATION ON GUIDE ON RIGHT SIDE OF DAM



PHOTO 6 CONCRETE DETERIORATION ON GUIDE ON LEFT SIDE OF DAM

ATTACHMENT B

REPAIR SKETCH





~7'

~3'

~8'

Broad band meeting notes:

Attending:

Fayette

- Stacy Rose
- George Joseph
- Mark Robinson
- Joe Young

Wayne

- Aaron Chrostowsky

Casco Bay Advisors, LLC

- Brian Lippold

Joe opened a meeting with a brief description of past efforts to address broadband. These efforts were very tentative and no serious effort to improve access resulted.

Brian provided a brief review of the Franklin County planning project completed under his guidance during his time at Sewall Company.

Franklin broadband planning study cost \$81,000 covering over 37 townships and communities. All of the organized communities contributed funding to cover the costs and the county contributed for the unorganized townships. His company is working with Cumberland county to do planning for the unserved and underserved, some of the Island communities.

(Aaron had a question regarding what Wayne should do about its expired franchise agreement? One suggestion is to contract with a consultant like Mike Edgecomb, a former Time Warner representative to renegotiate its agreement and allow for possible changes based on the broadband planning committee results.)

If communities band together, they stand a better chance in getting funded for planning and expansion/improvement of broadband access services.

Beyond planning if communities wish to provide funds to get better service it is better to work with an existing provider network. This approach would have the lowest cost and risk for improving the communities broadband service. If communities try to build their own services, they compete with existing providers and risk not attracting enough customers to cover the costs of building and operating the system. Stacy contributed that there are a lot of costs to setting up a new system, that go beyond paying for additional cables on the poles.

Brian went on to discuss some of the requirements of work required in the planning process. The cost of completing a broadband plan will depend on how many adjoining communities participate. There is an economy of scale that would reduce the cost per community if many joined in the effort. Whereas, if just one community does it the cost would be more.

Grant opportunities discussion:

The Maine community foundation has a grant program to help communities expand broadband access, It focuses on regional efforts. The deadline for submission is Feb 15th, Communities would need to show matching funds to be attractive.

The ConnectME program will probably have a grant program available with applications due sometime in the spring. To apply for this the communities, need to:

- Formalize the Broadband committee, with broad representation
 - Selectmen
 - Students
 - Medical community
 - others
- Invite existing providers to a meeting

ConnectME grant will have a scoring process to determine who gets the \$\$.

Brian L. offered to assist with applying for the MCF grant and completing the ConnectME prerequisite checklist for submitting that application at no charge. We would have to come up with funding to pay for his services to complete the grant application though.

Next steps

Invite Mt. Vernon, Readfield and Vienna and other communities to join with Wayne and Fayette to coordinate broadband expansion efforts. Each community, planning to participate in the MCF grant application should budget \$500 to show matching funds for the application due February 15th.

Looking forward, each participating community should budget \$5,000 for use in continued planning and expansion of broadband services.

Brian will provide a proposal for assisting with the grant submission process and to conduct a Broadband Feasibility Study.

Future Agenda Items - Proposed DRAFT

Potential Future Meeting / Workshop Items:

19-056 - Hold a second reading for the Traffic and Parking Ordinance - 10 min.

Library site visit (off regular meeting schedule)

Chairs meeting - Feb 19th

Update of fees and fee schedule - short-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

FYI