

Comprehensive Plan Update Informational Meeting
October 19, 2020, Readfield Town Office
Meeting starts: 5:30 PM
Select Board Meeting ends (unless extended) at 6:15 PM

Introductions and summary statements - 5 min.

Review of the comprehensive planning process - 15 min.

Discussion of the expectations and commitments of Comprehensive Plan Committee appointees - 10 min.

Questions and comments - 15 min.

Participate remotely at: <https://us02web.zoom.us/j/83338774253>

Readfield Select Board
Meeting Agenda
October 19, 2020, Readfield Town Office
Select Board Meeting starts: 6:30 PM
Select Board Meeting ends (unless extended) at 8:15 PM

Pledge of Allegiance (6:30pm)

Regular Meeting Items - 5 min.

21-037 - Minutes: Select Board meeting minutes of October 5th, 2020.

21-038 - Warrants: #15-16

Communications - 35 min.

Select Board communications. - 5 min.

Town Staff Reports - 15 min.

- Town Clerk's Report on the November 3, 2020 General Election
- Treasurer's Report - September

Boards, Committees, Commissions & Departments - 5 min.

- Library Board minutes of September 9, 2020

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

Appointments, Reappointments, & Resignations - 5 min.

21-039 - Consider the appointment of additional Ballot Clerks for the Nov. 3, 2020 General Election

21-040 - Consider the appointment of Henry Clauson to the Planning Board

21-041 - Consider the reappointment of Ellen Jane Schneiter to the Budget Committee

Old Business - 20 min.

20-114 - Fire Station & Library building project update - 5 min.

21-034 - Consider the purchase of a replacement small maintenance truck - 15 min.

New Business - 35 min.

21-042 - Consider the acceptance of a memorial bench in memory of Kenneth "Ken" Clark - 5 min

21-043 - Conduct the 1st reading of a Town Forest Deer Hunting Blind and Tree Stand Policy - 10 min

21-044 - Consider a proposed schedule and process for the fiscal year 2021-2022 budget - 10 min.

21-045 - Consider Automobile Graveyard Permit renewal applications - 5 min.

21-046 - Discuss the annual Town Manager review process - 5 min.

Other Business, Upcoming Meetings, and Future Agenda Items - 5 min.

Adjournment

Participate remotely at: <https://us02web.zoom.us/j/88149608367>

**** Important Public Participation Information ****

Meetings will be held in person with at Gile Hall (face coverings and social distancing required) AND remotely via Zoom

COMPREHENSIVE PLAN
INFORMATIONAL MEETING



Readfield's 2022 Comprehensive Plan

This document describes the process for developing an update to the Comprehensive Plan in accordance with the Comprehensive Planning and Land Use Regulation Act ("the Act") of 1988 as amended (Title 30-A MRSA Sec. 4301 et seq.).

This document includes a description of work products and assignments designed to ensure that KVCOG and the Town of Readfield, through its Comprehensive Planning Committee will complete the Comprehensive Plan in the most cost-effective manner.

Outline of Schedule

KVCOG would suggest a monthly meeting schedule over the course of approximately 16 months, with a target completion date of May 2022. A monthly meeting schedule would result in roughly 15 meetings. The committee may choose to have additional meetings or to work in subcommittees; however, due to the cost of consultant time (approximately 3 hours including travel, per meeting), KVCOG may place a limit on the total number of meetings it will attend.

Nov/20	General Review, Population, Demographics
Dec/20	Economic Profile
Jan/21	Historical Profile, Transportation
Feb/21	Housing
Mar/21	Natural Resources, Agriculture and Forestry
Apr/21	Balance of Agriculture and Forestry, Recreation /Culture
May/21	Public Facilities, Exiting Land Use
Jun/21	Capital Investment Plan, Planning and publicity for public input meeting
Jul/21	Public Input Meeting (can be moved as necessary)
Aug/21	Review of Public Feedback and Land Use Plan
Sept/21	Policy Discussion: Housing Discussion, Historic Resources
Oct/21	Policy Discussion: Economy, Transportation
Nov/21	Policy Discussion: Natural Resources, Agriculture/Forestry
Dec/21	Policy Discussion: Public Facilities, Recreation

Jan/22	Overflow discussion, info compilation and drafting
Feb/22	Drafting and/or possible catch up from any delays
Mar/22	Public review and comment on plan draft; additional revisions
May/22	Plan is to be substantially complete. Submitted to State MPAP for approval.

Expectations of the Committee / Town:

KVCOG will create “issue papers” or early draft chapters for each inventory topic area and the committee will generally be expected to review these for accuracy given their local knowledge and use the information to consider any issues that may arise and how this will translate into policies and recommendations in the plan.

Data Collection and Analysis

The activities in this section represent a cooperative effort to arrive at the products necessary to the plan while remaining within both schedule and budget. The consultant’s budget does not allow for exhaustive treatment of each plan component. Hence, KVCOG proposes that the following strategy be employed for completion of the Inventory and Analysis Phase. KVCOG will provide an overall framework for the Town’s use in guiding data collection.

1. Demographic Trends:

Result: An inventory and analysis of population trends, including projections.

KVCOG Responsibilities: KVCOG will prepare a demographic overview of a town’s population. The report will include information on population trends and characteristics, education, number of households, household size and household income, based on most recent figures available. The report will provide an analysis of reasons for identified trends. It will also provide projections of future growth to 2040.

Local Responsibilities: Committee members will provide general (locally informed) verification of assembled data.

2. Historic and Cultural Resources:

Result: Chapter containing an evaluation of cultural, archeological and historical assets.

KVCOG Responsibility: KVCOG will provide guidance for a descriptive overview of local resources. KVCOG will provide an analysis of planning issues.

Local Responsibilities: The Committee or local residents will review and update information from any older plan and document current efforts towards maintaining and preserving cultural and historical assets. Information from the Maine Historic Preservation Commission and local archives will be used to supplement the existing inventory of local historic structures and sites.

3. Land Use:

Result: An inventory, analysis and map of land use that describes current development patterns including commercial, residential, forest and agricultural land.

KVCOG Responsibility: KVCOG will provide guidance to the Town for use in completing an up-to-date inventory of local development. KVCOG will complete an analysis of locally-collected data to summarize significant trends in land use (where development is happening now and where it is likely to happen in the future) and identify where incompatible land uses are occurring. KVCOG will produce a map illustrating current land use and zoning (if existing).

Local Responsibilities: Committee members and/or Town staff will collect information on current land use patterns, including locations of recent development, ordinance provisions and identified problems, and areas of significant land use constraints (conserved property, tree growth, etc.).

4. Housing:

Result: An inventory and analysis of residential housing stock, including the availability of affordable housing.

KVCOG Responsibility: KVCOG will compile statistical information and produce an analysis of trends in affordability and availability of housing in the town. Data will include most recent Census numbers on housing units, structure type, tenure, occupancy, unit size, cost, age, and vacancy rates, as well as Maine State Housing data on affordability, demand, and programs to address housing. KVCOG will integrate this data with local information for a report on planning issues, including projections of housing needs to 2040.

Local Responsibility: Committee members and/or Town staff will provide up-to-date information on building code enforcement, housing starts, price trends, and such other information. The Town will identify specific neighborhoods or other areas that may be targets for housing improvements.

5. Public Facilities and Services:

Result: An assessment of water, sewer, public safety, recreation, and other facilities as well as public services within the Town, and the costs thereof, together with capacity and needs for future growth. Separate chapters for public facilities, fiscal capacity, and outdoor recreation.

KVCOG Responsibility: KVCOG will review the public facilities and services information provided by the Town and prepare an analysis of planning issues to be addressed. KVCOG will integrate locally-produced material into a comprehensive report. KVCOG will generate a map or maps showing the location of water and sewer service areas, recreation areas, and public buildings.

Local Responsibilities: Committee members and/or Town department heads will review and update any existing old chapter on municipal public facilities and services and provide information on developing needs. Town staff will update information on fiscal capacity and recreation facilities and programs. Department heads will meet with the committee to discuss public service issues and needs.

6. Transportation

Result: Chapter on transportation infrastructure and needs within the Town

KVCOG Responsibility: KVCOG will provide inventory, maps, and analysis of state-managed local and regional transportation infrastructure, including roads, bridges, sidewalks, and transportation enhancements. KVCOG will incorporate local information and identify planning issues.

Local Responsibilities: Committee members and/or Town staff will review and update information on town roads, bridges and maintenance practices, including the table on local road conditions.

7. Natural Resources:

Result: Report and map(s) of significant land and water resources, such as soils, lakes and streams, wetlands, and significant and unique natural areas, and farm and forest resources.

KVCOG Responsibility: KVCOG will prepare maps illustrating local and regional natural resource assets and constraints, including topography, soils, wetlands, floodplain, surface water resources, ground water resources, wildlife and fisheries habitat, and unique natural areas. KVCOG will prepare a report and analysis of planning issues related to natural resource protection.

Local Responsibilities: Committee members will review and update information in any older natural resources chapter, including local resource values, conserved lands, strategies and organizations supporting conservation in the town, and farm and forest venues.

8. Local Economy:

Result: An inventory and analysis of economic data and trends for the Town and surrounding region.

KVCOG Responsibility: KVCOG will collect state and federal econometric data into a statistical profile of the local and regional economy. KVCOG will assess local information and prepare the report, identifying planning issues for the local economy and a projection of job demand to 2040.

Local Responsibilities: Committee members and/or the Town will update narrative information in the older plan, to include types of business, growth prospects, location and business support strategies. The Town will profile downtown development and identify potential downtown issues.

9. Synthesis and Summary of Data Collection:

Result: Issue Identification through findings generated by data collection and discussion.

KVCOG Responsibility: KVCOG will collate and relate the conclusions of the separate reports and their relationships to one another. This summary will provide direction for the remainder of the planning process.

Goal, Policy and Strategy Formulation

Using the findings of the Inventory and Analysis, coupled with the results of the public participation, the Committee with KVCOG assistance will develop a vision for The town's future and a set of goals, policies, and strategies designed to guide the Town in that direction over the next five to ten years.

1. Public Involvement Strategy

Result: Community Visioning Session

KVCOG Responsibility: KVCOG will provide planning and guidance for the committee on opportunities and choices for mechanisms of public involvement. KVCOG will provide organizational assistance and will participate in a community-wide public visioning session.

Local Responsibilities: The committee will participate in planning and organization of the community visioning session and will actively recruit participants. The Town will be responsible for expenses of promoting and hosting the visioning session.

2. General Goals, Policies and Implementation Recommendations

Result: Chapters containing the goals, policies and strategies that the Town will adopt as its plan for the future of the town.

KVCOG Responsibility: KVCOG will assist the committee in developing an overall vision and Goals for The town, based on the state's Growth Management Rule. KVCOG will work with the committee to prepare a series of locally-appropriate recommendations for action to achieve the goals. KVCOG will present the committee with experiences and examples from other towns as a means of introducing new and creative solutions to local issues. KVCOG will prepare committee recommendations into a report and table illustrating the timeline and responsibility for implementing each of them.

Local Responsibility: Committee members and/or the Town will review and evaluate previous policies and strategies to determine implementation and effectiveness. The committee will discuss, formulate and decide upon recommendations for the new plan.

3. Land Use Plan

Result: Land Use Plan Map and Report

KVCOG Responsibility: KVCOG will work with the committee to judge the effectiveness of existing growth and rural areas and management strategies. KVCOG will propose changes (if needed) to designated areas. KVCOG will suggest and organize necessary changes to existing land use regulations, including zoning, subdivision, and building codes, and may suggest new ones and non-regulatory alternatives. KVCOG will provide a map of the revised land use plan.

Local Responsibility: Committee members and/or the Town will provide an evaluation and analysis of strengths and weaknesses in its existing land use regulatory system. The committee will discuss and decide upon recommendations for changes to the regulatory system and to the land use map.

4. Capital Investment Plan

Result: Goals, Policies, and strategies for public facility management, including a plan for future capital improvement expenditures.

KVCOG Responsibility: KVCOG will work with the committee and town staff to prepare a set of recommendations for future capital investments in local facilities and services, based on the proposed land use and other plan recommendations. KVCOG will promote a discussion with neighboring towns on joint strategies for efficient delivery of services.

Local Responsibility: Municipal officials (Town Manager) will prepare the capital investment plan, incorporating any existing CIP with plan-related needs, and develop a prioritized list, funding sources, and timetable for inclusion in the plan.

Plan Development

1. Plan Production

Result: A final Comprehensive Plan Report for the Town of The town

KVCOG Responsibilities: KVCOG will integrate consultant and municipal contributions, maps and graphics into a single document. KVCOG will edit, revise, and prepare the document for state and local review. KVCOG will prepare an electronic version and 10 printed copies of the plan for the review process. KVCOG will assist in submitting the plan for state review, and will discuss requested changes (if any) with the committee and make whatever changes to the draft plan are called for.

Local Responsibility: The Town will develop publicity for and sponsor the required public hearing following the preparation of the document. The Town will print additional copies of the plan as necessary and will take responsibility for submitting the plan for state review and local approval.



Maine State Planning Office

Executive Department

PAUL R. LEPAGE
Governor

DARRYL BROWN
Director

ADVANTAGES OF MUNICIPAL ADOPTION OF A COMPREHENSIVE PLAN CONSISTENT WITH THE PLANNING AND LAND USE REGULATION ACT

(30-A, M.R.S.A. §4301 et seq.)

Note: The Planning and Land Use Regulation Act is commonly referred to as the Growth Management Act

1. An adopted consistent comprehensive plan is legally required to substantiate any zoning ordinance (that regulates land area beyond the minimum required in the state shoreland zoning guidelines), *see 30-A, M.R.S.A. §4314.*
2. An adopted consistent comprehensive plan is legally required to substantiate any impact fee ordinance, *see 30-A, M.R.S.A. §4314.*
3. An adopted consistent comprehensive plan is legally required to substantiate any rate of growth ("building cap") ordinance, *see 30-A, M.R.S.A. §4314.*
4. An adopted consistent comprehensive plan, while not specifically required to substantiate other types of ordinances, provides the most solid legal footing to all land use and related ordinances by providing clear municipal policy intent within the parameters of state law.
5. Zoning ordinances enacted pursuant to an adopted consistent comprehensive plan, if determined by SPO to be consistent with the plan, become binding on state agencies (Governor can override if state interests are overly frustrated), *see 30-A, M.R.S.A., §4352.6.*
6. State growth related capital investments may only be made within a growth area designated within an adopted consistent comprehensive plan or one of the following growth area surrogates: sewer and water district, census designated place or urban compact area, *see 30-A, M.R.S.A., §4349-A.1.*
7. State agencies are directed to award preference for many state grant and investment programs to municipalities with an adopted consistent comprehensive plans, *see 30-A, M.R.S.A. §4349.3.*
8. State agencies are directed to assist municipalities with an adopted consistent comprehensive plan with plan implementation, *see 30-A, M.R.S.A. §4349-A.2-A.*
9. The most important advantage of adopting a consistent comprehensive plan is creating a highly participatory and official public statement describing the desired future for your community! In doing so, your municipality is contributing to a larger effort in concert with your neighbors to attain the State's Growth Management Goals and Coastal Policies.
10. Consistency of comprehensive plan and zoning ordinance is one component for eligibility for Natural Resource Protection Act (NRPA) permit granting authority, *see 38, M.R.S.A., §480-F.1.B.*

Note: This list reflects the interpretation of the Land Use Planning Team of the State Planning Office, who are charged with implementing the Planning and Land Use Regulation Act. This list is not meant to render a legal opinion. We recommend contacting the Maine Municipal Association or municipal attorney if an official legal interpretation is needed. Date last modified: October 26, 2011

OFFICE LOCATED AT: 19 UNION STREET, 38 STATE HOUSE STATION, AUGUSTA MAINE

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REGULAR MEETING

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

Readfield Select Board
Regular Meeting Minutes – Monday, October 5, 2020 – Unapproved

Select Board Members Present: Bruce Bourgoine, Ralph Eno, Dennis Price, Christine Sammons and Kathryn Woodsum

Others Attending: Eric Dyer (Town Manager), William Starrett (Channel 7), Kristin Parks (Board Secretary)

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

- **21-030 – Minutes: Select Board meeting minutes of September 14, 2020**
 - **Motion** made by Mrs. Sammons to approve the Select Board meeting minutes of September 14, 2020 as presented, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **21-031 – Warrants: #13-14 (FY21)**
 - Mr. Price reviewed Warrants #13-14
 - **Motion** made by Mr. Price to approve warrants #13-14 in the amount of \$560,972.16, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons gave an updated on Trunk or Treat / Pumpkin Walk: Saturday, October 31st at 5:00 pm at the Readfield Fairgrounds. Contract her to be a part of the trunks.
 - Mr. Eno wanted to mention on how immaculate the town cemeteries look and the great job the staff and volunteers are doing
- **Town Staff Reports**
 - Town Manager Report: Mr. Dyer reviewed the Town Managers Report dated 10-5-2020
- **Boards, Committees, Commissions & Departments**
 - Age Friendly Committee minutes of August 12, 2020
 - Conservation Commission minutes of December 10, 2019; March 10, April 14, May 6, June 9 and July 14, 2020
 - Library Board Minutes of July 16, 2020
- **Public Communications - Members of the public may address the Select Board on any topic**
 - None

Old Business:

- **20-102 – Discuss the local COVID-19 response**
 - Governor has extended the order to October 29th
 - Mr. Dyer ordered a large amount of PPE and cleaning supplies today to get thru the fall/winter.
- **20-114 – Fire Station & Library building project update**
 - Mr., Dyer updated that there are still unknowns; waiting on cost for 2 options: 1) Full Sprinkler System or 2) Retrofit Masonry Firewall. Both meet the State Fire Marshal codes.
 - Mr. Eno has spoken with Fire Chief Lee Mank and they both agreed that the best option would be to take the time over a 3 year plan or so and do the job to the correct standards.

Readfield Select Board
Regular Meeting Minutes – Monday, October 5, 2020 – *Unapproved*

- Mr. Price spoke on the incredible effort on this gigantic renovation.
 - The portion of the pavement will be replaced where it has been removed. Eventually the side/back part will be done.
 - The RFP for the Library has not been done yet. The Library Board is requesting another grant.
 - Consensus of the board to go with the sprinkler system and a 3 year plan.
- **20-126 – Discuss the ongoing regional broadband project and consider additional funding**
 - The committee has met with one company so far. Readfield is not considered an underserved town so not part of the need. Mr. Dyer will continue to work with the committee and other options that Readfield can be involved in and benefit from making the best solution for everyone.
 - Mr. Bourgoine feels it needs more community/public input.
 - Mr. Eno would like to see the Towns/Readfield control it and revenues come back to the town.
 - Mrs. Woodsum and Mr. Dyer have been working with talking to a Non-Profit group that assists towns in collection better data by online survey community outreach.
 - **Motion** made by Mrs. Woodsum to authorize the Town Manager to collect information and proposals for the fiber to the home internet service, **second** by Mr. Eno. **Vote** 5-0 in favor.
 - **21-028 – Hear a report from the recent Select Board Retreat and accept the identified goals**
 - Review of goals and summary overview as included in packet.
 - **Motion** made by Mrs. Woodsum to accept the Select Board retreat goals for the coming year(s) as presented, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Public Hearing:

- **21-032 – Conduct a Public Hearing on the potential use of the Alford Athletic Center for the November 3, 2020 Election**
 - Public Hearing opened at 7:27 pm by Mr. Bourgoine.
 - Mrs. Woodsum feels it's a great idea with a good location. Really appreciate them allowing us to use the facility.
 - Mr. Dyer wanted to thank Kent's Hill School for their support.
 - Mr. Bourgoine mentioned to make sure we adequately promote the location change.
 - Mr. Eno feels it's a safe place for people to vote who are concerned with absentee ballot voting.
 - Public Hearing closed at 7:31 pm

New Business:

- **21-033 – Consider the Alford Athletic Center as the location for the November 3, 2020 Election**
 - **Motion** made by Mr. Bourgoine to set the Alford Athletic Center as the location for the November 3, 2020 Election, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **21-034 – Consider the purchase of a replacement small maintenance truck**
 - Mr. Dyer spoke that there has been some repair cost issues with the small maintenance truck and needs to be replaced. This truck is used for the cemeteries and less intense town maintenance. Mr. Dyer is requesting to spend up to \$15,000.00 to replace the truck, the money is available.
 - Discussion amongst the Select Board on a one lump sum payment or the options to lease a vehicle.

Readfield Select Board
Regular Meeting Minutes – Monday, October 5, 2020 – *Unapproved*

- **Motion** made by Mrs. Woodsum to instruct the Town Manager to get quotes on a used vehicle up to \$20,000.00 or new/leased vehicle without all the bells and whistles but to include 4x4 and crew cab and bring back to the next meeting, **second** by Mr. Eno. **Vote** 5-0 in favor.

- **21-035 – Discuss the Comprehensive Plan Committee appointment process**
 - Included in the packet is the Comprehensive Plan Update and Comprehensive Plan Committee. Applications have been sent to committees and those in the public that has shown interest. Suggested to be very diligent in the appointment process interviews. Keep the committee at 9 as planned with alternates added in the future. Select Board to come up with Q&A's and send to the Town Manager for interviews.
 - Mr. Eno would like to have a strong Chairperson and would like to have the Select Board have some input on who becomes the Chair.
 - 18 months to 2 year term, very intense commitment and work.
 - Mr. Bourgoine suggested changing representative of Select Board to alternate out.

Motion made by Mrs. Sammons to extend meeting 10 minutes, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

- **21-036 – Conduct a review of 2009 Comprehensive Plan Goals**
 - Review of 2009 Readfield Comprehensive Plan Goals as included in the packet. Shows when goals were completed or are still in process. Broken down by Short-term, Mid-term, Long-term and ongoing. Suggested to add the last review date when updating.

Other Business, Upcoming Meetings & Future Agenda Items:

- None

Motion made by Mrs. Woodsum to adjourn meeting at 8:22 pm, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary

Oct. 13, 2020 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
15	166	\$ 89,259.91	Warrant		Three	
A	166	\$ 8,031.99	State Fees	D Price	One	10/5/2020
B	166	\$ 3,883.79	State Fees	D Price	One	10/9/2020
16	184	\$ 15,841.64	Payroll		One	

SUM \$ 105,101.55

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

Treasurer's Warrant

Warrant # 15 & 16

\$560,972.16

Dates: 10/15/2020

To the Treasurer of Readfield:

This is to certify that there is due and chargeable to the accounts listed below the sums indicated, and you are directed to pay the amounts listed to the payees named herein.

Payee	Account	Amount	Check #'s
EMPLOYEES	Payroll	\$15,841.64	69240-69254 169240-169250
VARIOUS VENDORS	Accounts Payable	\$89,259.91	69194-69239
	Total	\$105,101.55	

Date Signed: _____

Bruce Bourgoine

Christine Sammons

Ralph Eno

Dennis Price

Kathryn Woodsum

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	999	19.56	10/15/20	15	0031 Central Maine Power Co
P	999	16.31	10/15/20	15	0031 Central Maine Power Co
P	999	104.86	10/15/20	15	0031 Central Maine Power Co
P	999	18.74	10/15/20	15	0031 Central Maine Power Co
P	999	508.56	10/15/20	15	0031 Central Maine Power Co
P	999	270.33	10/15/20	15	0031 Central Maine Power Co
P	999	86.18	10/15/20	15	0031 Central Maine Power Co
P	69194	6,019.74	10/01/20	15	0086 SECRETARY OF STATE (MOTOR VEH)
P	69195	2,012.25	10/01/20	15	0098 TREAS., STATE OF MAINE (IFW)
P	69196	3,883.79	10/08/20	15	0086 SECRETARY OF STATE (MOTOR VEH)
R	69197	270.95	10/15/20	15	0324 American Loggers Fire Suppression
R	69198	2,292.00	10/15/20	15	0599 Archie's Inc.
R	69199	3,200.75	10/15/20	15	0199 Connectivity Point Design & Install LLC
R	69200	591.14	10/15/20	15	0635 CPRC Group
R	69201	1,500.00	10/15/20	15	0591 David Ledew
R	69202	2,979.64	10/15/20	15	0381 Dirigo Architectural Eng, LLC
R	69203	1,457.50	10/15/20	15	0054 ecomaine
R	69204	14.99	10/15/20	15	0810 Eric Dyer
R	69205	955.08	10/15/20	15	0704 Fabian Oil
R	69206	141.56	10/15/20	15	0464 Fayette General Store
R	69207	1,500.00	10/15/20	15	0209 Gregory Goucher
R	69208	239.75	10/15/20	15	0052 Hussey Communications, Inc
R	69209	32.09	10/15/20	15	0245 Jaime Hanson
R	69210	57.00	10/15/20	15	0083 Kennebec Cnty Registry Of Deeds
R	69211	1,032.71	10/15/20	15	0055 KV Humane Society
R	69212	460.00	10/15/20	15	0350 LibraryWorld, Inc
R	69213	155.57	10/15/20	15	0152 Lowe's
R	69214	80.00	10/15/20	15	0066 Maine Municipal Association
R	69215	73.52	10/15/20	15	0111 MaineToday Media
R	69216	120.00	10/15/20	15	0424 Main-Land Dev. Consultants, Inc
R	69217	511.00	10/15/20	15	0437 Mechanical Services, Inc
R	69218	632.00	10/15/20	15	0891 Mid Maine Generator
R	69219	5,246.83	10/15/20	15	0621 New England Salt Company, LLC
R	69220	300.00	10/15/20	15	0316 Pat Jackson/ Tri-City, Inc
R	69221	14.98	10/15/20	15	0858 PETTY CASH
R	69222	1,823.77	10/15/20	15	0205 Phenix Title Services, LLC
R	69223	468.74	10/15/20	15	0673 PIKE INDUSTRIES, INC.
R	69224	60.00	10/15/20	15	0080 READFIELD CORNER WATER ASSOC.
R	69225	25.54	10/15/20	15	0202 Samantha Mank
R	69226	17.58	10/15/20	15	0406 SAM'S CLUB
R	69227	90.00	10/15/20	15	0192 SEACOAST SECURITY & TELE.,INC
R	69228	20.00	10/15/20	15	0561 Shredding on Site
R	69229	6.63	10/15/20	15	0021 Sonya Clark
R	69230	127.99	10/15/20	15	0647 Soule's Auto Supply
R	69231	444.00	10/15/20	15	0191 Standard Chair of Gardner
R	69232	653.96	10/15/20	15	0462 STAPLES CREDIT PLAN
R	69233	376.00	10/15/20	15	0203 Treas. State of Maine (Prop Tax)
R	69234	21.00	10/15/20	15	0100 TREAS., STATE OF MAINE (DOGS)

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
R	69235	1,196.00	10/15/20	15	0032 Troiano Waste Service,Inc
R	69236	68.10	10/15/20	15	0373 Uline
R	69237	3,301.87	10/15/20	15	0765 W.B. Mason Co., Inc
R	69238	11,597.35	10/15/20	15	0709 WASTE MANAGEMENT OF PORTLAND
R	69239	32,162.00	10/15/20	15	0097 Winthrop, Town of
Total		89,259.91			

Count

Checks	53
Voids	0

Warrant 15

Vendor-----	Amount	Account-----
00324 American Loggers Fire Suppression	64.00	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00324 American Loggers Fire Suppression	126.00	SOLID WASTE / TRANSFER STA - BUILDING O&M / MAINTENANCE
00324 American Loggers Fire Suppression	80.95	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE EQUIP
00599 Archie's Inc.	2,292.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
00031 Central Maine Power Co	19.56	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00031 Central Maine Power Co	16.31	REC,PARKS/AT / BEACH - UTILITIES / ELECTRIC
00031 Central Maine Power Co	104.86	SOLID WASTE / TRANSFER STA - UTILITIES / ELECTRIC
00031 Central Maine Power Co	18.74	Rds & Drain / Winter Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	508.56	COMM SERVICE / Street Light - COMMUNITY SV / STREET LIGHT
00031 Central Maine Power Co	270.33	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	86.18	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00199 Connectivity Point Design & Install LLC	3,200.75	COMM SERVICE / Readfield TV - EQUIP REPLAC / CAPITAL EQP
00635 CPRC Group	591.14	SOLID WASTE / TRANSFER STA - CONTRACT SVC / DEMO TIPPING
00591 David Ledew	1,500.00	GENERAL GOVT / Assessing - CONTRACT SVC / ASSESSING
00381 Dirigo Architectural Eng, LLC	2,305.00	CAPITAL IMPR / FS Addition - CONTRACT SVC / ENGINEERING
00381 Dirigo Architectural Eng, LLC	674.64	CAPITAL IMPR / FS Addition - CONTRACT SVC / ENGINEERING
00054 ecomaine	1,457.50	SOLID WASTE / TRANSFER STA - CONTRACT SVC / SINGLE SORT
00810 Eric Dyer	14.99	GENERAL GOVT / Admin - ADMIN / COVID-19
00704 Fabian Oil	138.32	Maintenance / Bldg Maint - BUILDING O&M / FURNACE MAIN
00704 Fabian Oil	756.81	Maintenance / Bldg Maint - UTILITIES / HEATING
00704 Fabian Oil	59.95	Maintenance / Bldg Maint - UTILITIES / HEATING
00464 Fayette General Store	141.56	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00209 Gregory Goucher	1,500.00	CEMETERIES / CEMETERIES - CONTRACT SVC / WOOD/BRUSH
00052 Hussey Communications, Inc	239.75	PROTECTION / FIRE DEPART - EQUIP REPLAC / RADIOS/PAGER
00245 Jaime Hanson	32.09	GENERAL GOVT / Code Enforce - PERSONNEL / MILEAGE
00083 Kennebec Cnty Registry Of Deeds	57.00	GENERAL GOVT / Admin - ADMIN / RECORDING
00055 KV Humane Society	1,032.71	COMM SERVICE / Animal Cntrl - CONTRACT SVC / KVHS
00350 LibraryWorld, Inc	460.00	COMM SERVICE / Library - UTILITIES / ELEC COMM
00152 Lowe's	24.60	GENERAL GOVT / Admin - ADMIN / COVID-19
00152 Lowe's	96.37	Maintenance / Bldg Maint - BUILDING O&M / SUPPLIES
00152 Lowe's	4.26	Maintenance / Gen Maint - EQUIP O,R &M / TOOLS R&M
00152 Lowe's	4.74	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT
00152 Lowe's	25.60	Maintenance / Gen Maint - EQUIP REPLAC / TOOLS
00066 Maine Municipal Association	45.00	GENERAL GOVT / Planning Brd - ADMIN / TRAIN & CONF
00066 Maine Municipal Association	35.00	GENERAL GOVT / Admin - ADMIN / TRAIN & CONF
00111 MaineToday Media	73.52	GENERAL GOVT / Admin - ADMIN / ADVERTISING
00424 Main-Land Dev. Consultants, Inc	120.00	CAPITAL IMPR / FS Addition - CONTRACT SVC / ENGINEERING
00437 Mechanical Services, Inc	511.00	Maintenance / Bldg Maint - BUILDING O&M / FURNACE MAIN
00891 Mid Maine Generator	372.00	Maintenance / Bldg Maint - BUILDING O&M / Generator
00891 Mid Maine Generator	260.00	Maintenance / Bldg Maint - BUILDING O&M / Generator
00621 New England Salt Company, LLC	5,246.83	Rds & Drain / Winter Maint - PUBLIC WAYS / Erosion/Salt
00316 Pat Jackson/ Tri-City, Inc	300.00	SOLID WASTE / TRANSFER STA - UTILITIES / LAVATORY
00858 PETTY CASH	6.00	GENERAL GOVT / Admin - ADMIN / POSTAGE
00858 PETTY CASH	8.98	GENERAL GOVT / Admin - ADMIN / POSTAGE

Warrant Recap

Warrant 15

Vendor-----	Amount	Account-----
00205 Phenix Title Services, LLC	1,823.77	GENERAL GOVT - OTHER INCOME
00673 PIKE INDUSTRIES, INC.	468.74	REC,PARKS/AT / Trails - PUBLIC WAYS / Gravel/Sand
00080 READFIELD CORNER WATER ASSOC.	30.00	Maintenance / Bldg Maint - UTILITIES / WATER
00080 READFIELD CORNER WATER ASSOC.	30.00	Maintenance / Bldg Maint - UTILITIES / WATER
00202 Samantha Mank	25.54	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE EQUIP
00406 SAM'S CLUB	17.58	Maintenance / Bldg Maint - BUILDING O&M / SUPPLIES
00192 SEACOAST SECURITY & TELE.,INC	90.00	Maintenance / Bldg Maint - BUILDING O&M / ALARM
00086 SECRETARY OF STATE (MOTOR VEH)	6,019.74	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	3,883.79	GENERAL FUND / Motor Veh Fe
00561 Shredding on Site	20.00	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00021 Sonya Clark	6.63	COMM SERVICE / Library - ADMIN / MISC.
00647 Soule's Auto Supply	127.99	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE EQUIP
00191 Standard Chair of Gardner	444.00	GENERAL GOVT / Admin - ADMIN / SB EE Recog
00462 STAPLES CREDIT PLAN	499.98	GENERAL GOVT / Admin - ADMIN / COVID-19
00462 STAPLES CREDIT PLAN	153.98	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00203 Treas. State of Maine (Prop Tax)	376.00	GENERAL GOVT - HOMESTD EXMP
00100 TREAS., STATE OF MAINE (DOGS)	21.00	GENERAL FUND / Dog Fees Sta
00098 TREAS., STATE OF MAINE (IFW)	2,012.25	GENERAL FUND / Rec Veh Fees
00032 Troiano Waste Service,Inc	1,065.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00032 Troiano Waste Service,Inc	131.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00373 Uline	34.05	Maintenance / Gen Maint - EQUIP O,R &M / PPG
00373 Uline	34.05	SOLID WASTE / TRANSFER STA - EQUIP O,R &M / PPG
00765 W.B. Mason Co., Inc	42.10	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00765 W.B. Mason Co., Inc	3,198.00	GENERAL GOVT / Admin - ADMIN / COVID-19
00765 W.B. Mason Co., Inc	61.77	GENERAL GOVT / Admin - ADMIN / COVID-19
00709 WASTE MANAGEMENT OF PORTLAND	1,970.15	SOLID WASTE / TRANSFER STA - CONTRACT SVC / DEMO TIPPING
00709 WASTE MANAGEMENT OF PORTLAND	3,147.04	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00709 WASTE MANAGEMENT OF PORTLAND	21.14	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00709 WASTE MANAGEMENT OF PORTLAND	6,459.02	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
00097 Winthrop, Town of	32,162.00	PROTECTION / AMBULANCE - COMMUNITY SV / AMBULANCE
Prepaid Total--	12,940.32	
Current Total--	76,319.59	
Warrant Total--	89,259.91	

COMMUNICATIONS

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

READFIELD COMMUNITY LIBRARY BOARD MEETING
SEPTEMBER 9, 2020

The meeting was called to order at 6:35 (via Zoom) by Chair, Pam Mitchell.

Those present: Pam Mitchell, Jen Bonnefond, Sonya Clark, Brenda Lake, Deb Peale, Maureen Kinder, Jan Tarbuck, Pat Clark, Betty Peterson, Melissa Small, Librarian.

Secretary's Report: The minutes were approved.

Treasurer's Report: The Treasurer's report was approved.

Librarian's Report:

- Library Reopening: All Library services are now being offered, according to Coronavirus restrictions, with the exception of the patron computer.
- Maine State Library Guidance: Melissa continues to attend these meetings held by Zoom.
- Facebook: We now have 332 followers on Facebook
- Ancestry Library: Free, in-home use has been extended through December 31, 2020.
- Building Issues: WiFi continues to be a problem. Melissa and other board members are continuing to research this problem.

Bulletin Board: Melissa will set up a bulletin board near the front door for notices to keep the door from deteriorating.

- 2020 Collection Weeding Project: This project is still being done.
- Program updates: Storytime at the Beach has been successful and will continue through the end of October.

Build-a-Book Workshop was held outside at the Library was also successful and as a result Ellen Bowman, the host, will offer another workshop on Wednesday, Sept. 16 at 6:00 (rain date, Monday, Sept. 21) for students in grades 6-12 called "Book-making Unlimited".

Author/Illustrator book signing held on August 15 was very successful with about 46 people in attendance. This event was held outside the Library. Author Veronica McFall and Illustrator RJ Jenkins talked about their first book published "A Visit to the Bahamas from A to Z"

- New programs: Read ME, Library book group will be held Sept. 30 at 6:30 at the Town Office. The book is "The Vigilance of Stars" by Patricia O'Donnell.
October Book Club date is changed to October 21 at 6:30 at the Town Office. The book is "Roughhouse Friday: A Memoir" by Jaed Coffin.

Thank You Melissa for all your hard work.

Old Business:

- Renovations update: The town is committed to completing the remaining renovations to the Library building.
- Fall Book Sale: Much discussion was given to this event. As a result the Board decided to hold an ongoing book sale in the Library beginning the first week in October. We are going to try to have a different genre each week and will post it.

New Business:

- Pumpkin and Halloween: Jan will supply a pumpkin for the month of October, so we can hold the "Guess the Weight" event again this year. Thank you Jan. We will coordinate our Halloween celebration with local organizations.
- Volunteer Appreciation: This year, due to Covid, we will send out thank you notes to our volunteers.

- Christmas Tree Lighting: It's early to be thinking about this, but we are all thinking of ways we can handle this event safely. Will discuss this further next month.
- Hanukkah: Hanukkah 2020 begins Thursday, December 10. We are also thinking of ways to hold this event which was very popular last year.

The meeting was adjourned at 7:52.

The next meeting will be held on October 7 at 6:30.

Respectfully submitted.

Betty Peterson, Secretary

APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS

**CERTIFICATE OF APPOINTMENT and OATH
FOR THE TOWN OF READFIELD**

(TITLE 30-A, M.R.S.A.ss2602)

Readfield Select Board
October 19, 2020
Item # 21-039

Appointment by the Select Board

To Sonya Clark of Readfield, in the County of Kennebec and State of Maine: There being a vacancy in the position of Warden 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 for **November 3, 2020**.

Given under our hands this 19th, day of October 2020.

Select Board of Readfield

Bruce Bougoine

Christine Sammons

Dennis Price

Kathryn Mills Woodsum

Ralph Eno, Jr.

TOWN OATH

I, Deborah Nichols, hereby certify that Sonya Clark this day personally appeared before me and took the following oath:

I, Sonya Clark do swear, that I will support the Constitution of the United States and of the State, so long as I shall continue a citizen thereof.

I, Sonya Clark, do swear, that I will faithfully discharge to the best of my abilities, the duties incumbent on me as

Warden according to the Constitution and laws of the State.

Appointees signature: _____ Date: _____

Before me, _____, Clerk of Readfield
Date: _____, Time: _____

STATE OF MAINE

County of Kennebec

_____, 2020__

Personally appeared the above named Sonya Clark who has been duly appointed by the Select Board to the position of Warden in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for the term specified above according to law.

Before me, _____ Municipal Clerk
Deborah Nichols

(Additional) Appointments for 2020 Ballot & Election Clerks

Ballot clerks are appointed for each municipal election and Election clerks are appointed every two years on the even number year for federal, state, and county elections.

<u>DEMOCRATS</u>	<u>Date</u>	<u>REPUBLICANS</u>	<u>Date</u>
Katz-Hanish, Elaine _____		_____	
Dilorio, Lisa _____		_____	
Westberry, Nicola _____		_____	
Clark, Lorene _____		_____	
Parent, Judy _____		_____	

Select Board of Readfield-appointed October 19, 2020

Bruce Bourgoine Ralph Eno, Jr. Dennis Price

Christine Sammons Kathryn Mills Woodsum

TOWN OATH

I, Deborah Nichols, hereby certify that the above clerks by signing this page personally appeared before me and took the following oath:

I, _____, do swear that I will support the Constitution of the United States and of the State, so long as I shall continue a citizen thereof.

I, _____, do swear that I will faithfully discharge to the best of my abilities, the duties incumbent on me as Ballot and Election Clerk according to the Constitution and laws of the State. So help me God.

Before me, **Deborah Nichols**, Town Clerk

Readfield Select Board
October 19, 2020
Item # 21-040

TOWN OF READFIELD

APPOINTMENT APPLICATION

OFFICE USE
DATE RECEIVED

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

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Which Board, Committee or Commission

are you applying for?

Planning Board

Term:

2025

Do you have previous experience on this board or committee?

Yes

No

Name: Henry Clauson

Phone (H):

Street address:

Phone (C):

Mailing address: Same

E-Mail:

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

Served for many years on the Planning Board and Select Board. Understand the process and purpose of LUO's and applicability thereof. Work well with others.

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

Served in the past, and then moved onto Select Board. Tried again a few years later, but work got in the way. Have more time now as I've come off another non-profit Board and would be happy to contribute to the Planning Board again.

If you are currently employed, what is your position?

Consultant and Geologist.

APPLICATION FOR APPOINTMENT FOR:

Name: Henry Clauson Position: Planning Board Term: 2025

"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: 10/19, 2020

SELECT BOARD APPROVAL

To Henry Clauson 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 6/30/2025. Given under our hand this day of 20

Bruce Bourgoine

Ralph Eno

Dennis Price

Christine Sammons

Kathryn Mills Woodsum

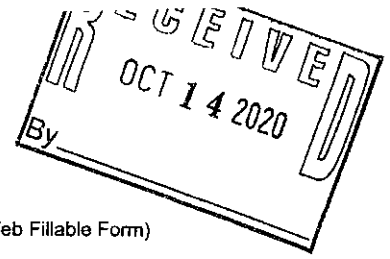
CLERK'S USE AFTER THE APPOINTMENT

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



Readfield MAINE

Readfield Select Board
October 19, 2020
Item # 21-041



Published on *Readfield ME* (<https://www.readfieldmaine.org>)

[Home](#) > [Volunteer](#) > [Appointment Application \(Web Fillable Form\)](#) > [Webform results](#) > [Appointment Application \(Web Fillable Form\)](#)

Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) [1]
Submitted by Anonymous (not verified)
October 14, 2020 - 2:36pm
2604:6000:1503:6a2:d849:7145:b90e:7456

Date

October 14, 2020

Which Board, Committee or Commission are you applying for?

Budget Committee

Yes No

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

Name

Ellen Jane Schneiter

Street Address

122 P Ridge Road

Mailing Address

122 P Ridge Road

Phone (Primary)

2079495967

Phone (Secondary)

2076854418

E-Mail

ellenjaneschneiter1@gmail.com

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

I have just completed my first term on the Readfield Budget Committee. I also have extensive experience in non-profit finance, as well as state government finance. I previously served as Maine's Budget Officer and as the Commissioner for the Department of Administrative and Financial Services under Governor Baldacci.

If you are currently employed, what is your position?

Deputy Director/CFO for the Center for Health Policy Development (d/b/a National Academy for State Health Policy, NASHP).

Below please tell us the reason you are interested in applying for this position.
Being a member of the Readfield Budget Committee allows me the opportunity to actively lend my expertise to an important aspect of my Town's governance processes.

Electronic Signature

Ellen Jane Schneider

Check one!

	I DO	I DO NOT
I DO/DO NOT approve the use of my e-mail and phone number(s) on the Town's public sites and publications.	X	

Source URL: <https://www.readfieldmaine.org/node/6133/submission/4601>

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment Yes ^(Almost) 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 Ellen Jane Schneider of Readfield, in the County of Kennebec and State of Maine: There being a position on the Budget Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

thru 6/30/2023. Given under our hand this day of 20__.

Bruce Bourgoine Ralph F. Eno, Jr. 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 07/09/2019 for in office use.

OLD BUSINESS

Readfield Fire Station and Library Projects Expense and Revenue Summary

Last updated 10/15/2020

Readfield Select Board

October 19, 2020

Item # 20-114

EXPENSES

Readfield Library Roof Replacement	\$ 105,682.00
Readfield Fire Station Expansion	\$ 638,551.00
Recommended Alternates 1,3, & 5	\$ 10,488.00
Variance 1	\$ (1,773.00)
Engineering Costs - (currently \$109,189 of \$112,400)	\$ 112,400
Baseline Design and Construction Costs Sub-total	\$ 865,348
Library Change Order 1 - Changes due to drawing issues	\$ 950
Library Change Order 2 - Alternate 4 (small roof)	\$ 5,280
Library Change Order 3 - Additional fascia trim	\$ 1,100
Library Change Order 4 - Snow guard installation	\$ 704
Library Change Order 5 - Masonry repair, chimney extension	\$ 1,785
Library Change Order X - 2nd floor egress	\$ -
Library Change Order X - Interior finish work	\$ -
Fire Station Change Order 1 - Changes due to drawing issues	\$ 7,446
Fire Station Change Order 2 - Guardrail to Jersey barrier deduction	\$ (936)
Fire Station Change Order 3 - Alternate 2 (counter door)	\$ 2,694
Fire Station Change Order 4 - 200 => 400 amp service	\$ 2,522
Fire Station Change Order 5 - Window replacement	\$ 1,492
Fire Station Change Order 6 - Misc., revised HVAC design	\$ 397
Fire Station Change Order 7 - Grade and pave changes - \$10,604 - NOT ACCEPTED	\$ -
Fire Station Change Order 8 - CO detedtors and range hood monitor	\$ 1,995
Fire Station Change Order 9 - Flooring upgrade	\$ 3,396
Fire Station Change Order 10 - Range food and ducting	\$ 13,783
Fire Station Change Order 11 - Pavement reduction credit	\$ (2,475)
Fire Station Change Order 12 - Water Pressure Booster System	\$ 3,392
Fire Station Change Order X - Gutter and (old building) door work	\$ 3,000
Materials Testing - SW Cole	\$ 2,623
Total Expenses	\$ 914,496

REVENUES

Bond Proceeds - FY20	\$ 550,000
Use of Undesignated Fund - FY20	\$ 235,000
Additional Appropriation - FY21	\$ 75,000
Use of Library Reserves (Designated Funds or Grant Funds) - N/A	\$ -
Use of Fire Department Reserves (Designated Funds) - FY19-20	\$ 44,700
KSB Donation - FY20	\$ 3,000
Fire Department Donations - FY20	\$ 25,000
Select Board Contingency - FY20	\$ 10,000
Select Board Contingency - FY21	\$ 10,000
Total Revenues	\$ 952,700

DEFICIT / SURPLUS

Deficit / Surplus	\$ 38,204
--------------------------	------------------

Anticipated revenues and expenses are in bold red



TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

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

(207)622-6404 Anna Carll

maintenance1@readfieldmaine.org

Readfield Select Board,

The year 2020 has brought us many new challenges. As you know, the GMC Sierra that was purchased in 2019 failed inspection, due to multiple issues, but most significant was frame rot. We have looked into purchasing a used vehicle thru State Surplus but with the pandemic, vehicles are not being inspected regularly. I have been looking at local dealers for used trucks, under \$20,000 with mileage around 100k and current inspection sticker. This has been difficult to accomplish, with plow season around the corner, trucks are moving fast, and without cash they will not hold the vehicle. I started looking into new trucks, as you will find in your packet the municipal price rate for a new truck is comparable to a used truck. I have been working with 2 local dealers, Quirk Ford in Augusta, and O' Connors of Augusta. Both dealers have given me great options that would support our needs for a replacement vehicle.

- My first choice would be the 2020 Chevy Silverado, listed as #3 on the email from O'Connor's for \$28,400.
- My second choice would be the 2021 Chevy Colorado 4x4 extended Cab for \$26,726.

My reason for choosing the Silverado over the Colorado is the towing capacity, engine size, and GVW of vehicle, the price difference is \$1,674.00

If you would like any more information, I can reach out to the dealerships about specific information.

Thank you,
Anna Carll
Maintenance

October 15, 2020

Town of Readfield
Attn: Eric Dyer, Town Manager
8 Old Kents Hill Road
Readfield, Maine 04355

MUNICIPAL LEASE PURCHASE PROPOSAL

Lessee: Town of Readfield

Equipment: One (1) New Truck together with all associated equipment, accessories and attachments (as more particularly described in vendor invoices to be provided by Lessee prior to disbursement.)

Cost of Equipment: \$25,000

Lease Term: A. 3 Years B. 5 Years

Interest Rate: A. 2.15% Tax Exempt B. 2.25% Tax Exempt

Number of Payments: A. 3 Annual (See attached Lease amortization schedule)
B. 5 Annual (See attached Lease amortization schedule)

Payment Amount: A. \$8,511.22* (*Final payment may vary slightly.)
B. \$5,224.94* (*Final payment may vary slightly.)

First Payment Due: The first payment of principal and interest shall be due and payable at the lease closing which has been scheduled for October 29, 2020.

Purchase Option: One Dollar (\$1.00) at end of lease term.

Prepayment: There are no prepayment penalties.

Insurance: Prior to delivery of the leased assets, Lessee at its sole cost and expense, will provide all-inclusive physical damage and liability insurance in the joint names of the Lessee and Lessor, in amounts satisfactory to Lessor, and forward proof of said coverage to Lessor.

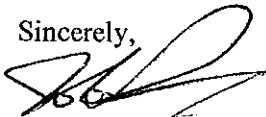
Title: Lessee shall be listed as owner and Lessor listed as lien holder on BMV title documents and UCC-1 filing statements as required. Lessor will also hold a security interest in any lease escrow account associated with this transaction.

Non-appropriation: The lease will contain a non-appropriation clause.

- Confirmation:** Lessee to confirm that anticipated total borrowings for the 2020 year will not exceed Ten Million dollars (\$10,000,000.00), making the lease "Bank Qualified".
- Type of Lease:** The lease shall be considered a Municipal Lease/Purchase by all parties. Lessee is a State or a political subdivision thereof, within the meaning of Section 103 of the Internal Revenue Code of 1986.
- Advances / Deposits:** If Lessor advances any deposits or pays any invoices prior to Delivery and Acceptance of the equipment by Lessee, interest will accrue at the above rate on said payments and be due at closing.
- Legal Opinion:** Leases greater than One Hundred Thousand dollars (\$100,000.00) require Lessee to provide an Opinion of Counsel. Said opinion must contain a statement that the lease represents a valid and binding obligation of the lessee and further that the lease is a "qualified tax exempt obligation" for the purposes of Section 265 (b) (3) (B) (ii) of Internal Revenue Code of 1986, as amended.
- Financial Data:** Lessee will provide Androscoggin Bank with its most recent audited financial statement, current year's budget, annual report, a copy of meeting minutes or council order approving the transaction and any other supporting data requested during the term of the lease.
- Lease Rates:** This Lease request will be closed within 45 days of the date of acceptance, or the stated rate will be subject to change based on public sector rates then existing in the market.
- Expiration:** This lease proposal shall expire if not accepted by a duly qualified Lessee official by 5:00 PM on October 29, 2020.

Thank you for the opportunity to present this lease proposal for consideration. If you are in agreement with the terms of the proposal, please sign and return it. Should you have any questions regarding this proposal, please contact me at 1-800-927-3344 ext. 3623.

Sincerely,



John Simko, Vice President
Government Finance

AWARD / ACKNOWLEDGEMENT (please select an option, sign and return):

This proposal Option A___, Option B___ is accepted and this financing is awarded to Androscoggin Bank.

Name & Title

Date: _____

OPTION A

**Lease Amortization - Town of Readfield
3 Year Lease**

Annual Rate

2.15%

	Start Date	Amount	Number	Period	End Date
Lease	10/29/2020	\$25,000.00	1		
Payment	10/29/2020	\$8,511.22	3	Annual	10/29/2022

<u>Date</u>	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
10/29/2020	\$8,511.22		\$ 8,511.22	\$ 16,488.78
10/29/2021	\$ 8,511.22	\$ 354.51	\$ 8,156.71	\$ 8,332.08
10/29/2022	\$8,511.22	\$ 179.14	\$8,332.08	\$ -
<u>Totals</u>	<u>\$25,533.65</u>	<u>\$ 533.65</u>	<u>\$ 25,000.00</u>	

OPTION B.

**Lease Amortization Schedule for Town of Readfield
5 Year Lease**

Annual Rate 2.25%

	Start Date	Amount	Number	Period	End Date
Lease	10/29/2020	\$25,000.00	1		
Payment	10/29/2020	\$5,224.94	5	Annual	10/29/2024

<u>Date</u>	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
10/29/2020	\$5,224.94		\$ 5,224.94	\$ 19,775.06
10/29/2021	\$ 5,224.94	\$ 444.94	\$ 4,780.01	\$ 14,995.05
10/29/2022	\$ 5,224.94	\$ 337.39	\$ 4,887.56	\$ 10,107.50
10/29/2023	\$ 5,224.94	\$ 227.42	\$ 4,997.53	\$ 5,109.97
10/29/2024	\$ 5,224.94	\$ 114.97	\$ 5,109.97	\$ -
<u>Totals</u>	<u>\$26,124.72</u>	<u>\$ 1,124.72</u>	<u>\$ 25,000.00</u>	

Anna Carll

From: Eva Mcguire <eva.mcguire@oconnorcadillac.com>
Sent: Friday, October 16, 2020 11:47 AM
To: maintenance1@readfieldmaine.org
Subject: Town of Readfield Proposal

Hello Anna,

Good to see you today and thank you for considering a GM product for the Town of Readfield. I priced the following 4 trucks. We also have a Red Double Cab that is not much more money that you might want to consider and I also included a 2021 Chevy Colorado which is comparable to the Ford Ranger.

Truck #1 2020 Chevy Silverado 1500 Regular Cab Work Truck in Northsky Blue Metallic 8' bed 4x4

GVWR: 6900 LBS
Rear axle: 3.42 Ratio
Engine: 5.3L V8 with active fuel management
All Terrain Tires
17" Painted steel wheels
Snow Plow Prep Package (heavy duty front springs, 220 amps alternator, heavy duty air filter, skid plates)
Chrome bumpers

It is a retired service loaner with 4018 miles but still considered new since has not been titled

\$26900

500 Spray in liner

653 Hitch

= \$28053 plus \$34 title fee to the State of Maine

Truck #2 2021 GMC Sierra 1500 Regular Cab Work Truck in Cardinal Red 4x4
Same features as the Chevy Regular Cab with the addition of cruise control

\$28195

500 Spray in liner

653 Hitch

= \$29348 plus title fee

Truck #3 2020 Chevy Silverado 1500 Double Cab Work Truck in Red Hot 6 ½' bed 4x4

GVWR: 7000lbs
Rear Axle: 3.42
Cruise control
Power door locks and windows
Engine: 5.3L V8
All Terrain Tires
17" Painted Steel Wheels
Snow Plow Prep Package

\$28400

500 Spray in liner
653 Hitch
=29553 plus title fee

Truck #4 2021 Chevy Colorado 4x4 Work Truck Extended Cab

Rear axle: 4.10 Ratio

Engine: 2.5L I4

Work Truck Convenience Package (Remote Locking Tailgate, remote keyless entry, EZ lift and lower tailgate, cruise control, theft deterrent system)

\$25800

500 Spray in liner
426 Hitch (3500 lb capacity)
=26726 plus title fee

Please call or email me with any questions, I will be happy to email the build sheets as well if needed or any additional information they might need!

Best Regards,

Eva McGuire

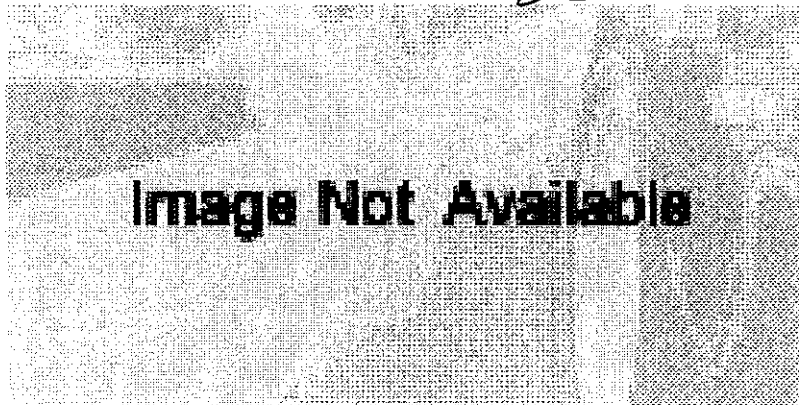


QUIRK AUTO GROUP
LEO CHICOINE | 207-430-1621

town of readfield

Vehicle: [Fleet] 2020 Ford F-150 (X1E) XL 4WD SuperCab 6.5' Box

AF 16912





Vehicle: [Fleet] 2020 Ford F-150 (X1E) XL 4WD SuperCab 6.5' Box (Complete)

Window Sticker

SUMMARY

[Fleet] 2020 Ford F-150 (X1E) XL 4WD SuperCab 6.5' Box

MSRP:\$36,260.00

Interior:Dark Earth Gray, Cloth 40/20/40 Front Seat

Exterior 1:Oxford White

Exterior 2:No color has been selected.

Engine: 5.0L V8

Transmission: Electronic 10-Speed Automatic

OPTIONS

CODE	MODEL	MSRP
X1E	[Fleet] 2020 Ford F-150 (X1E) XL 4WD SuperCab 6.5' Box	\$36,260.00
OPTIONS		
101A	Equipment Group 101A Mid	\$2,480.00
153	Front License Plate Bracket	\$0.00
18B	Black Platform Running Boards	\$250.00
41H	Engine Block Heater	\$90.00
422	California Emissions System	\$0.00
44G	Transmission: Electronic 10-Speed Automatic	\$0.00
50S	Cruise Control	Inc.
52P	SYNC	Inc.
53B	Class IV Trailer Hitch Receiver	\$150.00
60M	FordPass Connect (4G)	Inc.
64C	Wheels: 17" Silver Steel	\$0.00
85A	XL Power Equipment Group	Inc.
90L	Manual Driver Lumbar	\$40.00
93N	Dealer Order For California States Registration	\$0.00
995	Engine: 5.0L V8	\$1,995.00
CG	Dark Earth Gray, Cloth 40/20/40 Front Seat	\$0.00
T7C	Tires: LT245/70R17E BSW A/T	\$295.00
XL6	Electronic Locking w/3.73 Axle Ratio	\$570.00

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Data Version: 12090. Data Updated: Oct 14, 2020 12:07:00 AM PDT.



QUIRK AUTO GROUP
LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2020 Ford F-150 (X1E) XL 4WD SuperCab 6.5' Box (✔ Complete)

YZ	Oxford White		\$0.00
---	GVWR: 7,050 lbs Payload Package	Inc.	
---	Equipment Group 101A Mid savings		(\$750.00)
SUBTOTAL			\$41,380.00
Adjustments Total			\$0.00
Destination Charge			\$1,695.00
TOTAL PRICE			\$43,075.00

FUEL ECONOMY

Est City: 15 MPG
Est Highway: 21 MPG
Est Highway Cruising Range: 483.00 mi

GM Stock Unit

Subject to availability

28,989.00

*Leo Chicoine
Fleet Sales Mgr*

430-1621

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Data Version: 12090. Data Updated: Oct 14, 2020 12:07:00 AM PDT.



QUIRK AUTO GROUP
LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2021 Ford Ranger (R1F) XL 4WD SuperCab 6' Box





QUIRK AUTO GROUP

LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2021 Ford Ranger (R1F) XL 4WD SuperCab 6' Box (Complete)

Window Sticker

SUMMARY

[Fleet] 2021 Ford Ranger (R1F) XL 4WD SuperCab 6' Box

MSRP:\$28,675.00

Interior:Ebony, Front Cloth Bucket Seats

Exterior 1:Iconic Silver Metallic

Exterior 2:No color has been selected.

Engine: 2.3L EcoBoost

Transmission: Electronic 10-Speed SelectShift Auto

OPTIONS

CODE	MODEL	MSRP
R1F	[Fleet] 2021 Ford Ranger (R1F) XL 4WD SuperCab 6' Box	\$28,675.00
OPTIONS		
100A	Equipment Group 100A Standard	\$0.00
153	Front License Plate Bracket	\$0.00
44U	Transmission: Electronic 10-Speed SelectShift Auto	\$0.00
53R	Trailer Tow Package	\$495.00
64A	Wheels: 16" Silver Steel	\$0.00
99H	Engine: 2.3L EcoBoost	\$0.00
JS	Iconic Silver Metallic	\$0.00
QH	Ebony, Front Cloth Bucket Seats	\$0.00
X73	Electronic-Locking Rear Differential	\$420.00
—	Tires: P255/70R16 A/S BSW	\$0.00

SUBTOTAL	\$29,590.00
Adjustments Total	\$0.00
Destination Charge	\$1,195.00
TOTAL PRICE	\$30,785.00

FUEL ECONOMY

Est City:20 (2020) MPG

Est Highway:24 (2020) MPG

Est Highway Cruising Range:432.00 mi

Excellent 14 weeks promo

\$24,997.00

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Data Version: 12090. Data Updated: Oct 14, 2020 12:07:00 AM PDT.

Leo Chicoine



QUIRK AUTO GROUP

LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2021 Ford Ranger (R1F) XL 4WD SuperCab 6' Box (Complete)

Technical Specifications

Powertrain

Transmission

Drivetrain	Four Wheel Drive	Trans Order Code	44U
Trans Type	10	Trans Description Cont.	Automatic w/OD
Trans Description Cont. Again	N/A	First Gear Ratio (:1)	4.70
Second Gear Ratio (:1)	2.98	Third Gear Ratio (:1)	2.15
Fourth Gear Ratio (:1)	1.77	Fifth Gear Ratio (:1)	1.52
Sixth Gear Ratio (:1)	1.27	Reverse Ratio (:1)	4.87
Clutch Size	N/A	Trans Power Take Off	N/A
Final Drive Axle Ratio (:1)	N/A	Transfer Case Model	Electronic
Transfer Case Gear Ratio (:1), High	N/A	Transfer Case Gear Ratio (:1), Low	N/A
Transfer Case Power Take Off	No	Seventh Gear Ratio (:1)	1.00
Eighth Gear Ratio (:1)	0.85	Ninth Gear Ratio (:1)	N/A
Tenth Gear Ratio (:1)	N/A		

Mileage

EPA Fuel Economy Est - Hwy	24 (2020) MPG	Cruising Range - City	360.00 mi
EPA Fuel Economy Est - City	20 (2020) MPG	Fuel Economy Est-Combined	22 (2020) MPG
Cruising Range - Hwy	432.00 mi		

Engine

Engine Order Code	99H	Engine Type	Intercooled Turbo Regular Unleaded I-4
Displacement	2.3 L/140	Fuel System	Gasoline Direct Injection
SAE Net Horsepower @ RPM	270 @ 5500	SAE Net Torque @ RPM	310 @ 3000
Engine Oil Cooler	None		

Electrical

Cold Cranking Amps @ 0° F (Primary)	700	Cold Cranking Amps @ 0° F (2nd)	700
Cold Cranking Amps @ 0° F (3rd)	N/A	Maximum Alternator Capacity (amps)	150

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Vehicle: [Fleet] 2021 Ford Ranger (R1F) XL 4WD SuperCab 6' Box (Complete)

Weight Ratings

WEIGHT RATINGS

Front Gross Axle Weight Rating:	3108 lbs
Rear Gross Axle Weight Rating:	3370 lbs
Gross Vehicle Weight Rating:	6050.00 lbs

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Data Version: 12090. Data Updated: Oct 14, 2020 12:07:00 AM PDT.

NEW BUSINESS

Town of Readfield Administration Ordinance

The purpose of this ordinance is to give authorization of powers and duties of the Select Board to manage the following non budgetary items:

1.1 ACCEPT PAYMENT OF TAXES

Authorize the Treasurer of Readfield to accept prepayment of taxes not yet committed pursuant to 36 M.R.S.A., Section 506.

1.2 CONTRACTS AND LEASES

On behalf of the Town of Readfield, enter into single or multi-year contracts, leases and lease/purchase agreements, not to exceed five years, in the name of the Town if it is deemed to be in the best interest of the Town, where the underlying purpose has been authorized by the voters.

1.3 SALE OF SURPLUS PROPERTY

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



1.4 ACCEPTANCE OF GIFTS AND DONATIONS TO THE TOWN

To accept and expend, on behalf of the Town, any gifts or donations, including grants from federal, state and local agencies, unanticipated donations, or pass-through funds that may be provided by individuals, business associations, charitable groups, or other organizations, if the Select Persons determine that the gifts, donations, or pass through funds and their purposes are in the best interest of the Town. Enter into and execute such agreements and contracts and to take all actions as may be necessary, appropriate and convenient to accomplish this acceptance. Any donation or gift that requires additional funds, such funds must be appropriated by a Town ballot vote. The value and intended purpose of all donations accepted on behalf of the Town in excess of \$100, exclusive of volunteered time, whether cash or in-kind, publicly or anonymously given, shall be recorded by the Collection Clerk or designee and a receipt provided to the donor.

1.5 TAX ACQUIRED PROPERTY

To retain; sell to the prior owner for taxes, interest and costs; or sell the tax acquired property on such terms as they deem advisable, and in accordance with a written policy regarding Tax Acquired Property adopted by the Select Board.

1.6 INCREASE LINE ITEM BY 5%

To increase any line item up to five percent (5%) by transferring funds from another line balance or miscellaneous income to pay for unexpected expenses.

1.7 EXPENDITURE OF CARRY FORWARD & RESERVE FUNDS

To expend for their designated purpose any funds that have been reserved or carried forward from prior and current fiscal years.

1.8 MISCELLANEOUS FEES

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

Amendment History:

TM: June 14, 2016, July 14, 2020

**Deer Hunting Blind and Treestand Policy
at the Readfield Town Forest
proposed by
Readfield Conservation Commission
October, 2020**

Hunting blinds, treestands and other hunting-related structures are permitted for deer hunting on the Readfield Town Forest during the regular firearms season as well as for archery/crossbow and muzzle-loading seasons provided that any such structure:

- 1. Shall not be permanently attached to the ground or a tree and shall not be attached to a tree in a manner that damages the tree;**
- 2. Shall be located greater than 300 feet from a trail and the cleared historic farmstead area;**
- 3. Shall be registered with the Town prior to placement and labelled with the identification of the owner and contact information;**
- 4. Shall not be placed more than seven days prior to the start of the relevant hunting season and shall be removed within three days after the close of the season;**
- 5. Shall be free from litter at all times and the site shall be left clean and undisturbed; and**
- 6. Shall otherwise comply with Maine Department of Inland Fisheries and Wildlife rules and regulations.**

2021-2022 (FY 22) BUDGET & WARRANT PROCESS SCHEDULE*

Date	Task	Meeting Time
10/19/20	Select Board Meeting - Budget process review	6:30 PM
11/12/20	Budget Committee Meeting - Organizational meeting and budget goals	6:30 PM
11/16/20	Select Board Meeting - Board goals & warrant discussion	6:30 PM
11/20/20	Budget process memo sent to Depts., Boards, & Committees - To include PY & YTD #s	N/A
12/18/20	Preliminary Dept., Board & Committee budget #s due	N/A
01/14/20	Budget Committee Meeting - Departments I	6:30 PM
01/11/21	Select Board Meeting - First Budget Draft	6:30 PM
01/28/21	Budget Committee Meeting - Departments II	6:30 PM
02/01/21	Select Board Meeting - Second Budget Draft	6:30 PM
02/04/21	Budget Committee Meeting - Departments III	6:30 PM
02/16/21	Select Board Meeting - Third Budget Draft	6:30 PM
02/25/21	Joint Select Board and Budget Committee Meeting - Capital Investment Plan Review	6:30 PM
02/26/21	100 days before vote - Nomination Papers available (actually 101 days as the 27th is a Sunday)	N/A
03/03/21	School Committee meeting with Select Boards - school budget THIS IS A GUESS	6:30 PM
03/05/21	Deadline for warrant article and ordinance submissions - Select Board Review	N/A
03/11/21	Budget Committee Meeting - Budget review	6:30 PM
03/12/21	Deadline for legal review of the proposed warrant	N/A
03/15/21	Select Board Meeting - Budget & Warrant review	6:30 PM
03/25/21	Public Budget Meeting / Hearing - Public Comment and Recommendations on DRAFT Budget	6:30 PM
03/29/21	Select Board Meeting - Final budget & Warrant review and approval	6:30 PM
04/01/21	Budget Committee Meeting - Final budget review and approval	6:30 PM
04/09/21	60 days before voting - Nomination Papers & Referendum Questions due - Warrant due to Clerk	3:30 PM
04/23/21	Draft annotated Warrant due & Official Ballot sent to printer (46 days prior to voting)	N/A
05/13/21	Public Hearing - Public Comment and Information on COMPLETED Warrant	6:30 PM
05/28/21	10 days before voting - Last day to hold referendum question hearings (actually 11, as 5/29 is a Saturday)	N/A
06/01/21	7 days before voting - Town Meeting Warrant posted (absolute deadline)	N/A
06/08/21	Town Meeting - State Primary	8:00 AM

This border indicates statutory deadlines

Notes:

Involvement - The Select Board, Budget Committee, Other Boards & Committees, Town Manager, Finance Officer, and interested Residents will have ongoing roles in the budget process. All meetings are public open to public comment.

Select Board Attendance - Joint meetings and regular Select Board meetings will have full Select Board attendance any budget meetings may have members of the Select Board in attendance.

Public Budget Meetings - These meetings are intended to provide opportunity for extensive public comment, feedback, and recommendations on the draft budget, budget process, and final budget in conjunction with budget presentations / information.

Departments I - Includes the following: **General Government** (Administration, Insurance, Office Equipment, Assessing, Code Enforcement, Grants / Planning, Heating Assistance, Legal), **Maintenance** (General, Buildings, Vehicle / Equipment, Interlocal) **Boards & Commissions** (Appeals Board, Conservation Commission, Planning Board), **Regional Assessments** (Cobbossee Watershed, First Park), **Kennebec County Tax** (County Tax)

Departments II - Includes the following: **Community Services** (Animal Control, Kennebec Land Trust, KVCOG, Age Friendly initiatives, Library, Public Access TV, Street Lights), **Protection** (Fire Department, Fire Equipment, Ambulance, Water Holes, Tower Sites, Dispatching, Personal Protection Gear, Emergency Ops), **Cemeteries** (Cemeteries), **Debt Service** (Debt Service)

Departments III - Includes the following: **Recreation** (Beach, Recreation Board, Heritage Days, Town Properties, Trails), **Roads & Drainage** (Roads & Drainage, Winter Maintenance), **Capital Improvements** (Admin Technology, Library Building, Cemetery, Roads, Equipment, Leases, Transfer Station, Maranacook Lake Dam), **Solid Waste** (Transfer Station, Backhoe), **Unclassified** (Abatements / Overlay, Tax Relief, Non-profits, Contingency, Snowmobiling, Enterprise Fund, Revaluation), **General Assistance** (General Assist.)

* As Amended 10/16/2020

TOWN OF READFIELD
2020-21
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.

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 and Mark Edgecomb
Business Name: Ken's Drag-In Auto, Inc.
Location: 473 Gordon Rd., Map 123, Lot 017
Mailing Address: P.O. Box 5014
City/Town: Augusta, ME 04330

This permit expires October 30, 2021 unless sooner revoked by the Municipal Officials.

Dated: _____

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: _____
Date: _____

Issued by CEO: _____
Jaime Hanson

TOWN OF READFIELD
2020-21
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.

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: **Scott Lucas**
Business Name: **Lucas Auto Parts and Salvage**
Location: **283 Plains Rd., Map 129, Lot 014**
Mailing Address: **113 Plains Rd.**
City/Town: **Readfield, ME 04355**

This permit expires October 30, 2021 unless sooner revoked by the Municipal Officials.

Dated: _____

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 acquired, 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 tonnage (all metals), gallons of liquid hazards, and other hazards shall be logged to show responsible transfer of recycled materials.

Permit Number: _____
Date: _____

Issued by CEO: _____
Jaime Hanson

RESERVED

OTHER BUSINESS

Future Agenda Items - Proposed DRAFT

Intermediate Tasks / Goals

- Review of the Firearms Ordinance
- Pre-winter COVID Update and Planning

Ongoing Select Board Goals:

- Review, revise, draft governance documents as needed
- Continue a multiyear effort to bring high quality broadband service to town
- Finalize a solar energy plan for town facilities
- Further investigate Church Road sidewalk approaches
- Set budgetary and structure direction regarding Parks and Recreation
- Support a two-year Comprehensive Plan update
- Determine Salt and Sand Shed repair or replacement plan
- Review Pension Plan to improve plan for employee participation/retention

**** Important Public Participation Information ****

Meetings will be held in person with at Gile Hall (face coverings and social distancing required) AND remotely via Zoom