

**Readfield Select Board
Meeting Agenda
December 14, 2020, Remote Meeting**
Select Board Meeting starts: 5:30 PM
Select Board Meeting ends (unless extended) at 7:45 PM

Executive Session - 60 min. (5:30)

To have the Select Board hold an Executive Session for the purpose of conducting an annual review of the Town Manager pursuant to 1 MRSA, Section 405, subsection 6(A).

Pledge of Allegiance (6:30pm)

Regular Meeting Items - 5 min.

21-056 - Minutes: Select Board meeting minutes of November 16th, 2020.

21-057 - Warrants: #21-24

Communications - 25 min.

Select Board communications. - 5 min.

Town Staff Reports - 5 min.

Boards, Committees, Commissions & Departments - 5 min.

- Library Board minutes of November 4, 2020

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

Appointments, Reappointments, & Resignations - 5 min.

21-058 - Consider the appointment of Deborah Nichols as Registrar of Voters with a term ending, 1/1/23

Old Business - 5 min.

20-102 - Discuss the local COVID-19 situation and response and take any necessary action - 5 min.

New Business - 30 min.

21-059 - Consider draft agendas for the Broadband and Parks and Recreation Workshops - 10 min.

21-060 - Consider Fiscal Year 2021-2022 Select Board budget goals and the warrant process - 10 min.

21-061 - Consider contract renewal for the Town Manager - 5 min.

21-062 - Consider how to proceed with a municipal solar project or energy purchase - 5 min.

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

Adjournment

**Participate via Zoom at: <https://us02web.zoom.us/j/88149608367> or
Call-in at +1 (929) 436-2866 and enter meeting ID: 881 4960 8367 and passcode: 781405**

EXECUTIVE SESSION

RESERVED

REGULAR MEETING

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

Readfield Select Board
Regular Meeting Minutes – Monday, November 16, 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) Brian (Casco Bay Advisors)

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

- **21-047 – Minutes: Select Board meeting minutes of October 19, 2020**
 - **Motion** made by Mrs. Sammons to approve the Select Board meeting minutes of October 19, 2020 as presented, **second** by Mr. Price. **Vote** 5-0 in favor.

- **21-048 – Warrants: #17-20 (FY21)**
 - Mr. Price reviewed Warrants # 17-18
 - **Motion** made by Mrs. Woodsum to approve warrants #17-18 in the amount of \$213,415.64, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

 - Mrs. Woodsum, reviewed Warrants # 19-20
 - **Motion** made by Mrs. Sammons to approve warrants #19-20 in the amount of \$399,938.31, **second** by Mr. Price. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons: **Thank you** to everyone who participated in the Trunk or Treat and Anna and Ben for the town trucks involvements. **Total** of 16 trunks, 400 +/- kids/adults.
 - Mrs. Woodsum: Mr. Dyer spent time with her recently for grant writing for the Solid Waste/Composting and wanted to thank him for his hard work.
 - Mr. Bourgoine: **Thank you to the entire town staff** and workers at the polls and to Kent's Hill School for the use of the building. **Thank you to all the voters** as well. Also, behind on the Town Manager review but will be getting the materials out soon.

- **Town Staff Reports**
 - This past election was a resounding success and happy to say that everyone came together. Mrs. Woodsum, there was 1,808 voters with over 100 new voters registered the day of.
 - The Torsey Pond Dam project is all wrapped up.
 - Happy to say Teresa Shaw has been with the Town of Readfield for 20 years. Mr. Bourgoine, congrats to Teresa on behalf of the Select Board.
 - There has been an informal resignation from Jaime Hanson, CEO. Cliff Buuck will be filling in.

- **Boards, Committees, Commissions & Departments**
 - Library Board Minutes of October 7, 2020
 - Trails Committee minutes of July 28, 2020

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

Readfield Select Board
Regular Meeting Minutes – Monday, November 16, 2020 – Unapproved

Old Business: *(consensus of Select Board to move up on agenda)*

- **21-126 – Discuss the ongoing regional broadband project and take any necessary action**
 - Mrs. Woodsum spoke that a survey was send out by each town to get as much feedback as possible and like questions and answers. So far there have been over 80 responses from Readfield residents and they seem to be more focused on speed and reliability. A great turnout from the survey and it seems to be working well. Mrs. Woodsum would like to see the survey more widely disbursed through the town. Currently working on options for moving forward and how to proceed along with additional work that needs to be done.
 - Mr. Dyer spoke that one other company has reached out and that information is included in the packet and have been in close contact with Casco Bay Advisors throughout the whole project. He would like to see if the Select Board would like to move forward with some of the aspects of the project. Work would start in December.
 - Brian of Casco Bay Advisors reviewed the Timeline/Budget and shared his suggestions. He will be forwarding the newer slides to Town Manger and Select Board.
 - Suggested to set up a workshop to continue the discussion with Date and Time TBD. Make sure that the residents know this is a bond that the subscribers pay back not the town.
 - **Motion** made by Mrs. Woodsum to authorize the Town Manager to employ Casco Bay Advisors to develop as 5 year financial operating Performa for fiber to the home network for the Town of Readfield by the middle of December, **second** by Mr. Eno. **Discussion:** This does put the town in competition with current cable providers. **Vote 5-0 in favor**
 - Mr. Dyer mentioned there is an agreement for the Select Board to sign at tonight's meeting regarding this.
 - **Motion** made by Mrs. Woodsum that the Select Board sign the agreement to the Western Kennebec Lakes Community Broadband Association Addendum to the memorandum of agreement that there is no further cost involved with this memorandum, **second** by Mrs. Sammons. **Vote 5-0 in favor.**

Appointments, Reappointments & Resignations:

- **21-049 – Consider “sending committee” appointments to the Comprehensive Plan Committee**
 - Sending committee is Romaine Turyn, Age Friendly; Jessica Gorton, Enterprise Committee; Greg Durgin, Conservation Commission; Henry Clauson, Planning Board; Paula Clark, Planning Board; Dennis Price, Select Board.
 - **Motion** made by Mr. Bourgoine to approve the sending committee as suggested, **second** by Mrs. Woodsum, **Vote 5-0 in favor.**

- **21-050 – Consider “at-large” appointments to the Comprehensive Plan Committee**
 - **Motion** made by Mrs. Woodsum to appoint Sean Keegan, Matt Nazar and David Trunnell to the three at-large public positions and Gary Keilty as one of the two alternates, **second** by Mr. Eno. **Discussion:** Town Manager to continue to post for second alternate. **Vote 5-0 in favor.**

Readfield Select Board
Regular Meeting Minutes – Monday, November 16, 2020 – Unapproved

Old Business:

- **20-102 – Discuss the local COVID-19 situation and response and take necessary action**
 - Review of memo included in packet. Please be calm and respect everyone.
 - Discussion amongst the Select Board on ways to handle those who are not as cooperative, especially at the Transfer Station.

- **21-045 – Consider Automobile Graveyard Permit renewal applications**
 - **Motion** made by Mr. Bourgoine to approve the Automotive Graveyard Permit renewal for Scott Lucas/Lucas Auto Parts & Salvage as presented, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Motion made by Mrs. Woodsum to extend meeting for 15 mins, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

- **20-114 – Fire Station & Library building project update**
 - Review of estimates of options 1 and 2 in packet. Mr. Dyer said they are on the higher end.

New Business:

- **21-051 – Consider a resolution for the Safety, Occupancy and Use of the Readfield Fire Station**
 - Review by Mr. Dyer and discussion by the Select Board.
 - Mrs. Woodsum is concerned on the time frame and would like to see the wording changes so they occupancy permit is done at the same time as the completion of the project.
 - **Motion** made by Mr. Bourgoine to approve the resolution and send it to the Select Board for signatures, **second** by Mrs. Sammons. **Discussion:** Mrs. Woodsum would like to see part 2/3 changes around. **Amended Motion** made by Mrs. Woodsum to put second sentence of part 2 as the second sentence of part 3, **second** by Mrs. Sammons. **Vote on Amended Motion** 5-0 in favor, **Vote on Original Motion** 5-0 in favor.

- **21-052 – Consider accepting \$5,000 grant from the Center for Tech & Civic Life**
 - **Motion** made by Mr. Bourgoine to accept the \$5,000 grant from the Center for Tech & Civic Life, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

- **21-053 – Consider hiring a recording secretary for the Comprehensive Plan Committee**
 - Discussion amongst the Select Board on hourly rate or flat rate.
 - **Motion** made by Mrs. Woodsum for the Town Manager to engage the Comprehensive Plan Committee to hire a recording secretary to work with the throughout their work, **second** by Mr. Bourgoine. **Vote** 5-0 in favor.

Motion made by Mrs. Woodsum to extend meeting for 15 mins, **second** by Mr. Eno. **Vote** 5-0 in favor.

- **21-054 – Consider a workshop to discuss Parks and Recreation**
 - Will do a survey monkey pole to set up a date

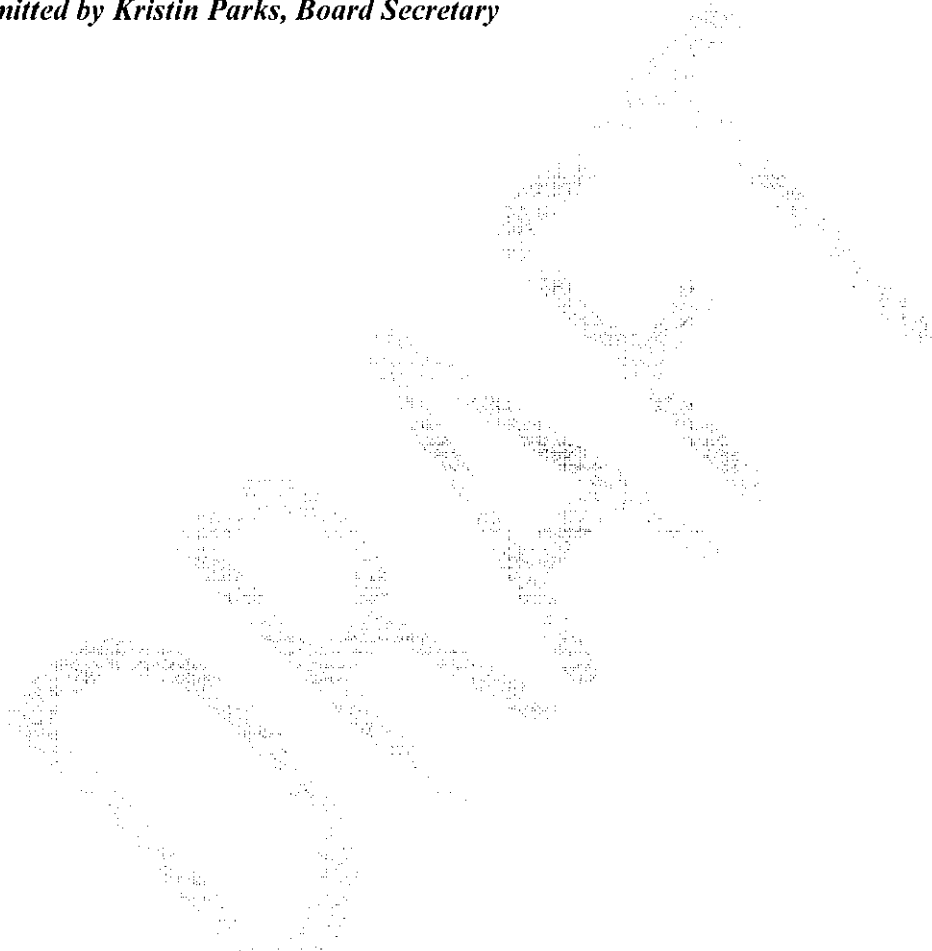
Readfield Select Board
Regular Meeting Minutes – Monday, November 16, 2020 – *Unapproved*

- **21-055 – Consider additional LED streetlights and potential locations**
 - Mrs. Woodsum went over the locations she thought could be added to the list for streetlights (included in packet). Discussion amongst Select Board. The Select Board to work with the Town Manager and Affinity LED to get the process going.

Other Business, Upcoming Meetings & Future Agenda Items:

- Included in packet was the updated Budget Calendar with the one date changed mentioned in October **Motion** made by Mrs. Sammons to adjourn meeting at 8:24 pm, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary



Nov. 24, 2020 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
21	242	\$ 79,541.37	Warrant		Three	
A	242	\$ 9,844.74	State Fees	D Price	One	
22	257	\$ 15,719.45	Payroll		One	

SUM \$ 95,260.82

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

Treasurer's Warrant

Warrant # 21 & 22

\$95,260.82

Dates: 11/25/2020

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 EMPLOYEES	Account Payroll	Amount \$15,719.45	Check #'s 69382-69395 169382-169391
VARIOUS VENDORS	Accounts Payable	\$79,541.37	69341-69381
	Total	\$95,260.82	

Date Signed: _____

Bruce Bourgoine

Christine Sammons

Ralph Eno

Dennis Price

Kathryn Woodsum

Warrant Recap

Warrant 21

Vendor-----	Amount	Account-----
00324 American Loggers Fire Suppression	84.00	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE TRUCKS
00599 Archie's Inc.	2,409.75	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
00022 Audette's Hardware	97.97	Maintenance / Gen Maint - EQUIP O,R &M / TOOLS R&M
00384 BDS Waste Disposal, Inc	510.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / Tires
00031 Central Maine Power Co	19.83	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00031 Central Maine Power Co	182.58	SOLID WASTE / TRANSFER STA - UTILITIES / ELECTRIC
00031 Central Maine Power Co	16.31	REC,PARKS/AT / BEACH - UTILITIES / ELECTRIC
00031 Central Maine Power Co	16.31	Rds & Drain / Winter Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	300.39	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	136.68	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	253.15	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	37.70	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00034 Cobbossee Watershed District	7,599.00	REGIONAL ORG / COBBOSSEE WD - ASSESSMENTS / COBBOSSEE WD
00453 Cushing Construction, LLC	28,137.66	Rds & Drain / Winter Maint - PUBLIC WAYS / CONTRACT SVC
00591 David Ledew	1,500.00	GENERAL GOVT / Assessing - CONTRACT SVC / ASSESSING
00079 Downeast Energy	259.90	GENERAL GOVT / Heating Ast - UTILITIES / HEATING
00054 ecomaine	778.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / SINGLE SORT
00704 Fabian Oil	17.51	Maintenance / Bldg Maint - UTILITIES / HEATING
00791 Group Dynamic Inc	12.00	GENERAL GOVT / Insurance - INSURANCE / HRA
00791 Group Dynamic Inc	16.00	SOLID WASTE / TRANSFER STA - INSURANCE / HRA
00791 Group Dynamic Inc	500.00	GENERAL GOVT / Admin - ADMIN / Selectboard
00245 Jaime Hanson	11.90	GENERAL GOVT / Code Enforce - PERSONNEL / MILEAGE
00194 Kall Davis	30.00	COMM SERVICE - Rabies Clini
00752 Karen Peterson	135.00	SOLID WASTE / TRANSFER STA - PERSONNEL / CLOTHING
00083 Kennebec Cnty Registry Of Deeds	57.00	GENERAL GOVT / Admin - ADMIN / RECORDING
00160 Laurie Webb	30.00	COMM SERVICE - Rabies Clini
00066 Maine Municipal Association	45.00	GENERAL GOVT / Admin - ADMIN / TRAIN & CONF
00065 MAINE MUNICIPAL EMP. HEALTH	2,471.47	SOLID WASTE / TRANSFER STA - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	6,661.58	GENERAL GOVT / Insurance - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	130.99	GENERAL FUND / HEALTH INSUR
00065 MAINE MUNICIPAL EMP. HEALTH	129.66	GENERAL FUND / IPP
00065 MAINE MUNICIPAL EMP. HEALTH	19.08	GENERAL FUND / VSP Vision
00111 MaineToday Media	73.52	GENERAL GOVT / Admin - ADMIN / ADVERTISING
00424 Main-Land Dev. Consultants, Inc	652.50	CAPITAL IMPR / FS Addition - CONTRACT SVC / ENGINEERING
00195 Melissa Walker	30.00	COMM SERVICE - Rabies Clini
00751 Michael Morang	21.99	SOLID WASTE / TRANSFER STA - ADMIN / MISC.
00360 North Coast Services LLC	8.40	SOLID WASTE / TRANSFER STA - CONTRACT SVC / UNIV WST DSP
00823 OTELCO	20.94	COMM SERVICE / Library - UTILITIES / TELEPHONE
00823 OTELCO	327.70	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00858 PETTY CASH	23.40	GENERAL GOVT / Admin - ADMIN / ELECTIONS
00858 PETTY CASH	34.58	GENERAL GOVT / Admin - ADMIN / ELECTIONS
00858 PETTY CASH	5.05	GENERAL GOVT / Admin - ADMIN / ELECTIONS
00858 PETTY CASH	12.14	GENERAL GOVT / Admin - ADMIN / POSTAGE
00858 PETTY CASH	3.00	GENERAL GOVT / Admin - ADMIN / POSTAGE

Warrant Recap

Warrant 21

Vendor-----	Amount	Account-----
00686 Pine Tree Veterinary Hospital	360.00	COMM SERVICE / Animal Cntrl - CONTRACT SVC / Rabies Clini
00841 PretiFlaherty	1,612.44	GENERAL GOVT / Attorney Fee - ADMIN / ATTORNEY FEE
00081 READFIELD FAMILY MARKET	63.55	GENERAL GOVT / Admin - ADMIN / ELECTIONS
00069 Regional School Unit#38	349.20	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00069 Regional School Unit#38	368.02	PROTECTION / FIRE DEPART - EQUIP O,R &M / FUEL/OIL
00190 Ronald Violette	211.00	GENERAL ASST / GENERAL ASST - ADMIN / MISC.
00406 SAM'S CLUB	62.28	Maintenance / Bldg Maint - BUILDING O&M / SUPPLIES
00406 SAM'S CLUB	74.16	REC,PARKS/AT / REC BOARD - RECREATION / HALLOWEEN
00406 SAM'S CLUB	18.65	GENERAL GOVT / Admin - ADMIN / MISC.
00086 SECRETARY OF STATE (MOTOR VEH)	5,667.75	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	2,992.83	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	1,106.17	GENERAL FUND / Motor Veh Fe
00561 Shredding on Site	20.00	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00021 Sonya Clark	10.00	COMM SERVICE / Library - ADMIN / MISC.
00313 Toshiba Financial Services	483.00	GENERAL GOVT / Office Equip - EQUIP O,R &M / OFFICE LEASE
00100 TREAS., STATE OF MAINE (DOGS)	78.00	GENERAL FUND / Dog Fees Sta
00032 Troiano Waste Service,Inc	700.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00032 Troiano Waste Service,Inc	75.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00765 W.B. Mason Co., Inc	4.83	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00765 W.B. Mason Co., Inc	76.22	COMM SERVICE / Library - ADMIN / OFFICE SUP
00709 WASTE MANAGEMENT OF PORTLAND	1,871.79	SOLID WASTE / TRANSFER STA - CONTRACT SVC / DEMO TIPPING
00709 WASTE MANAGEMENT OF PORTLAND	3,343.73	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	6,151.97	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG

Prepaid Total--	10,807.70
Current Total--	68,733.67
Warrant Total--	79,541.37

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	999	19.83	11/25/20	21	0031 Central Maine Power Co
P	999	182.58	11/25/20	21	0031 Central Maine Power Co
P	999	16.31	11/25/20	21	0031 Central Maine Power Co
P	999	16.31	11/25/20	21	0031 Central Maine Power Co
P	999	300.39	11/25/20	21	0031 Central Maine Power Co
P	999	136.68	11/25/20	21	0031 Central Maine Power Co
P	999	253.15	11/25/20	21	0031 Central Maine Power Co
P	999	37.70	11/25/20	21	0031 Central Maine Power Co
P	69341	5,667.75	11/18/20	21	0086 SECRETARY OF STATE (MOTOR VEH)
P	69341	2,992.83	11/18/20	21	0086 SECRETARY OF STATE (MOTOR VEH)
P	69343	78.00	11/18/20	21	0100 TREAS., STATE OF MAINE (DOGS)
P	69344	1,106.17	11/18/20	21	0086 SECRETARY OF STATE (MOTOR VEH)
R	69345	84.00	11/25/20	21	0324 American Loggers Fire Suppression
R	69346	2,409.75	11/25/20	21	0599 Archie's Inc.
R	69347	97.97	11/25/20	21	0022 Audette's Hardware
R	69348	510.00	11/25/20	21	0384 BDS Waste Disposal, Inc
R	69349	7,599.00	11/25/20	21	0034 Cobbossee Watershed District
R	69350	28,137.66	11/25/20	21	0453 Cushing Construction, LLC
R	69351	1,500.00	11/25/20	21	0591 David Ledew
R	69352	259.90	11/25/20	21	0079 Downeast Energy
R	69353	778.00	11/25/20	21	0054 ecomaine
R	69354	17.51	11/25/20	21	0704 Fabian Oil
R	69355	528.00	11/25/20	21	0791 Group Dynamic Inc
R	69356	11.90	11/25/20	21	0245 Jaime Hanson
R	69357	30.00	11/25/20	21	0194 Kali Davis
R	69358	135.00	11/25/20	21	0752 Karen Peterson
R	69359	57.00	11/25/20	21	0083 Kennebec Cnty Registry Of Deeds
R	69360	30.00	11/25/20	21	0160 Laurie Webb
R	69361	45.00	11/25/20	21	0066 Maine Municipal Association
R	69362	9,412.78	11/25/20	21	0065 MAINE MUNICIPAL EMP. HEALTH
R	69363	73.52	11/25/20	21	0111 MaineToday Media
R	69364	652.50	11/25/20	21	0424 Main-Land Dev. Consultants, Inc
R	69365	30.00	11/25/20	21	0195 Melissa Walker
R	69366	21.99	11/25/20	21	0751 Michael Morang
R	69367	8.40	11/25/20	21	0360 North Coast Services LLC
R	69368	348.64	11/25/20	21	0823 OTELCO
R	69369	78.17	11/25/20	21	0858 PETTY CASH
R	69370	360.00	11/25/20	21	0686 Pine Tree Veterinary Hospital
R	69371	1,612.44	11/25/20	21	0841 PretiFlaherty
R	69372	63.55	11/25/20	21	0081 READFIELD FAMILY MARKET
R	69373	717.22	11/25/20	21	0069 Regional School Unit#38
R	69374	211.00	11/25/20	21	0190 Ronald Violette
R	69375	155.09	11/25/20	21	0406 SAM'S CLUB
R	69376	20.00	11/25/20	21	0561 Shredding on Site
R	69377	10.00	11/25/20	21	0021 Sonya Clark
R	69378	483.00	11/25/20	21	0313 Toshiba Financial Services
R	69379	775.00	11/25/20	21	0032 Troiano Waste Service, Inc
R	69380	81.05	11/25/20	21	0765 W.B. Mason Co., Inc

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
R	69381	11,388.63	11/25/20	21	0709 WASTE MANAGEMENT OF PORTLAND
Total		79,541.37			

Count	
Checks	49
Voids	0

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
23	265	\$ 366,115.13	Warrant	D. Price	Three	
A	265	\$ 8,214.56	State Fees	D. Price	One	
24	270	\$ 37,051.96	Payroll	D. Price	One	

SUM \$ 403,167.09

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

Treasurer's Warrant

Warrant # 23 & 24

\$403,167.09

Dates: 12/10/2020

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	\$37,051.96	69419-69456 169419-169428
VARIOUS VENDORS	Accounts Payable	\$366,115.13	69401-69418
	Total	\$403,167.09	

Date Signed: 12/9/2020

Bruce Bourgoine

Christine Sammons

Christine Sammons

Ralph Eno

Dennis Price

Dennis Price

Kathryn Woodsum

Kathryn Woodsum

A / P Check Register

Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	999	390.56	12/10/20	23	0031 Central Maine Power Co
P	69396	3,006.00	12/03/20	23	0086 SECRETARY OF STATE (MOTOR VEH)
P	69397	4,930.56	12/03/20	23	0086 SECRETARY OF STATE (MOTOR VEH)
P	69398	187.00	12/03/20	23	0098 TREAS., STATE OF MAINE (IFW)
P	69399	91.00	12/03/20	23	0100 TREAS., STATE OF MAINE (DOGS)
R	69401	200.00	12/10/20	23	0187 A.C. Towing, Inc
R	69402	1,286.47	12/10/20	23	0315 Alex Cates
R	69403	18.95	12/10/20	23	0747 Anna Carll
R	69404	210.90	12/10/20	23	0603 C.N. Brown Company
R	69405	1,575.00	12/10/20	23	0623 Civic Plus
R	69406	29,505.66	12/10/20	23	0453 Cushing Construction, LLC
R	69407	12,118.26	12/10/20	23	0908 Kennebec Regional Dev Authority
R	69408	201.86	12/10/20	23	0223 Longfellow's Greenhouses
R	69409	114.39	12/10/20	23	0152 Lowe's
R	69410	11.50	12/10/20	23	0868 Maine Laundry Centers
R	69411	5,364.34	12/10/20	23	0621 New England Salt Company, LLC
R	69412	77.37	12/10/20	23	0640 Pitney Bowes, Inc
R	69413	302,909.02	12/10/20	23	0069 Regional School Unit#38
R	69414	100.56	12/10/20	23	0406 SAM'S CLUB
R	69415	345.93	12/10/20	23	0647 Soule's Auto Supply
R	69416	3.98	12/10/20	23	0462 STAPLES CREDIT PLAN
R	69417	439.09	12/10/20	23	0313 Toshiba Financial Services
R	69418	3,026.73	12/10/20	23	0373 Uline
Total		366,115.13			

Count

Checks	23
Voids	0

Payroll Check Register

Pay Date: 12/10/2020

Check	D / D	Check	Amount	Date	Employee
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Employee Checks

69419	0.00	953.06	953.06	12/10/20	A4 John H Black Jr.
69420	0.00	1,267.05	1,267.05	12/10/20	72 Joshua J Black
69421	0.00	543.01	543.01	12/10/20	73 Michelle L Black
69422	0.00	380.94	380.94	12/10/20	B7 Bruce Bourgoine
69423	0.00	653.83	653.83	12/10/20	79 Alexander G Cates
69424	0.00	150.06	150.06	12/10/20	16 Ralph F Eno
69425	0.00	964.13	964.13	12/10/20	b6 Jason N Foster
69426	0.00	786.83	786.83	12/10/20	49 Nathan D Foster
69427	0.00	291.83	291.83	12/10/20	91 Steven B Grover
69428	0.00	531.94	531.94	12/10/20	52 Perry J Johnson
69429	0.00	254.89	254.89	12/10/20	68 Matthew M Labonte
69430	0.00	158.85	158.85	12/10/20	58 Scott E Lafin
69431	0.00	243.80	243.80	12/10/20	51 Gregory J Leimbach
69432	0.00	2,100.04	2,100.04	12/10/20	55 Lee Q Mank
69433	0.00	44.32	44.32	12/10/20	c4 Ryan L Mank
69434	0.00	930.88	930.88	12/10/20	85 Samantha R Mank
69435	0.00	66.50	66.50	12/10/20	D3 Alexander M McPhedran Jr
69436	0.00	616.71	616.71	12/10/20	96 Michael T Morang
69437	0.00	798.83	798.83	12/10/20	82 Michael R Nolette
69438	0.00	22.16	22.16	12/10/20	A5 Robert D Oakes
69439	0.00	698.17	698.17	12/10/20	B3 Joel H Parker
69440	0.00	878.25	878.25	12/10/20	36 Virginia P Parker
69441	0.00	1,007.78	1,007.78	12/10/20	95 Karen B Peterson
69442	0.00	376.78	376.78	12/10/20	13 Ashael S Plum
69443	0.00	554.10	554.10	12/10/20	71 Jennifer M Plum
69444	0.00	150.06	150.06	12/10/20	39 Dennis A Price
69445	0.00	557.79	557.79	12/10/20	14 Kyle R Quinn
69446	0.00	232.73	232.73	12/10/20	34 Robin D Robinson
69447	0.00	1,209.78	1,209.78	12/10/20	74 Travor A Robinson
69448	0.00	150.06	150.06	12/10/20	B8 Christine G Sammons
69449	0.00	692.62	692.62	12/10/20	B5 William B Starrett
69450	0.00	620.60	620.60	12/10/20	67 Matthew R Stratton
169419	649.22	0.00	649.22	12/10/20	44 Clifford P Buuck
169420	2,161.30	0.00	2,161.30	12/10/20	c3 Anna R Carl
169421	1,916.18	0.00	1,916.18	12/10/20	c1 Eric W Dyer
169422	0.00	0.00	0.00	12/10/20	78 Jaime V Hanson
169423	1,447.79	0.00	1,447.79	12/10/20	97 Deborah P Nichols
169424	812.61	0.00	812.61	12/10/20	B9 Kristin M Parks
169425	1,033.68	0.00	1,033.68	12/10/20	59 Benjamin G Rodriguez
169426	1,150.24	0.00	1,150.24	12/10/20	E3 Teresa A Shaw
169427	837.49	0.00	837.49	12/10/20	C2 Melissa A Small
169428	0.00	0.00	0.00	12/10/20	56 Kathryn M Woodsum

Total	10,008.51	18,888.38	28,896.89
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Direct Deposit Checks

69451	0.00	649.22	649.22	12/10/20	D / D 68 Camden National Bank
69452	0.00	1,916.18	1,916.18	12/10/20	D / D 65 Cumberland County Federal Credit Union
69453	0.00	5,480.26	5,480.26	12/10/20	D / D 6 KENNEBEC SAVINGS BANK
69454	0.00	690.00	690.00	12/10/20	D / D 156 Maine Savings Federal Credit Union
69455	0.00	712.61	712.61	12/10/20	D / D 36 OTIS FEDERAL CREDIT UNION
69456	0.00	560.24	560.24	12/10/20	D / D 15 WINTHROP FEDERAL CREDIT UNION

Total	0.00	10,008.51	10,008.51
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Trust & Agency Checks

69457	0.00	22.20	22.20	12/10/20	T & A 7 Aflac
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COMMUNICATIONS

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

November 2020

Treasurer's Report

Reporting Date: 12/14/2020

Report Period: November-20

Fiscal Year: 2021

Ongoing Activities:

Check Reconciliation: Check reconciliation was completed through 11/30/2020. Our accounts are in balance with our bank statements. All activity appeared to be normal.

Audit: We are on track for and end-of-year completion to the audit process.

Comments:

Revenues and expenses should be at about 42% for the YTD. Revenues for the month of November are down about 9% from the same period last year. YTD revenues are up just under 1% when compared to the prior year. This is a more normal revenue picture than we've seen in the past few months, but does continue to show relatively minor pandemic related impacts, and small revenue increases in many areas. Expenses for the month are down about 5% while expenses for the YTD are up close to 10% - primarily as a result of Capital Improvements.

Summary Data:

	Month			Fiscal Year-to-Date		
	Nov-20	Nov-19	% Change	2021	2020	% Change
KEY INDICATORS:						
Checking Accounts	\$ 2,670,123	\$ 2,444,577	9.2%	N/A	N/A	N/A
Posted Journals	41	39	5.1%	261	231	13.0%
Real Estate Payments	\$ 72,791	\$ 52,359	39.0%	\$ 2,467,272	\$ 2,449,949	0.7%
Total Receipts	\$ 187,604	\$ 189,151	-0.8%	\$ 3,453,024	\$ 3,336,745	3.5%
MAJOR NET REVENUES:						
State Revenue Sharing	\$ 25,090	\$ 18,761	33.7%	\$ 125,246	\$ 100,441	24.7%
Interest on Taxes	\$ 1,313	\$ 2,107	-37.7%	\$ 12,742	\$ 15,382	-17.2%
Homestead Exemption	\$ -	\$ -	0.0%	\$ 240,493	\$ 180,460	33.3%
Motor Vehicle Payments	\$ 43,977	\$ 58,070	-24.3%	\$ 300,255	\$ 289,727	3.6%
Transfer Station Fees	\$ 6,159	\$ 5,570	10.6%	\$ 35,805	\$ 26,212	36.6%
All Other Revenues	\$ 24,777	\$ 26,229	-5.5%	\$ 4,777,927	\$ 4,848,529	-1.5%
TOTAL NET REVENUES	\$ 101,316	\$ 110,737	-8.5%	\$ 5,492,468	\$ 5,460,751	0.6%
MAJOR NET EXPENSES:						
General Government	\$ 37,533	\$ 31,245	20.1%	\$ 220,481	\$ 197,365	11.7%
Protection	\$ 787	\$ 1,718	-54.2%	\$ 62,905	\$ 48,363	30.1%
Roads and Drainage	\$ 82,056	\$ 89,601	-8.4%	\$ 109,505	\$ 133,294	-17.8%
Capital Improvements	\$ 2,368	\$ 32,051	-92.6%	\$ 688,341	\$ 312,866	120.0%
Solid Waste	\$ 24,578	\$ 21,364	15.0%	\$ 132,836	\$ 118,680	11.9%
Education	\$ 302,909	\$ 309,200	-2.0%	\$ 1,514,545	\$ 1,545,997	-2.0%
Regional Organizations	\$ 7,599	\$ 7,599	-	\$ 15,198	\$ 15,198	0.0%
Debt Service	\$ -	\$ -	-	\$ 179,615	\$ 181,151	-0.8%
All Other Expenses	\$ 24,535	\$ 15,287	60.5%	\$ 302,538	\$ 397,656	-23.9%
TOTAL NET EXPENSES	\$ 482,365	\$ 508,065	-5.1%	\$ 3,225,964	\$ 2,950,570	9.3%

Eric Dyer, Treasurer

Signature: _____



Check Reconciliation

Balancing Report

Statement Date: 11/30/20

Check	Type	Date	Amount	--Status--	
				Code	Date
BEGINNING BALANCE.....				2,900,305.60	
+ DEPOSITS ON STMT....				165,784.97	57
+ INTEREST.....				1,067.37	1
+ OTHER CREDITS.....				43,491.88	3
- CASHED CHECKS.....				628,642.30	98
STATEMENT BALANCE.....				2,482,007.52	
+ OUTSTANDING DEPOSITS				17,755.66	4
- OUTSTANDING CHECKS..				56,548.38	52
+ OUTSTANDING OTHER				0.00	0
CHECKBOOK AT STMT DATE.				2,443,214.80	
+ ISSUED OTHER				0.00	0
CURRENT CHECKBOOK.....				2,443,214.80	

Journal Summary List

All Journal Types
November

Jrnl	Date	Type	Per	Expense	Revenue	G / L	Cash	Enc	Description
0214	11/16/20	AP	11	378,311.30	0.00	3,763.75	-382,075.05	0.00	11/12/2020 AP
0221	11/02/20	CR	11	0.00	-114.19	0.00	114.19	0.00	11/02/2020 R/R Deposit
0222	11/02/20	CR	11	0.00	-433.91	0.00	433.91	0.00	11/02/2020 R/R Deposit
0223	11/14/20	CR	11	0.00	-7,482.54	-10,374.92	17,857.46	0.00	11/02/2020 C/R
0224	11/14/20	CR	11	0.00	-643.66	-3,606.74	4,250.40	0.00	11/03/2020 C/R
0225	11/14/20	CR	11	0.00	-1,020.04	-2,310.87	3,330.91	0.00	11/04/2020 C/R
0226	11/14/20	CR	11	0.00	-789.15	-5,924.17	6,713.32	0.00	11/05/2020 C/R
0227	11/14/20	CR	11	0.00	-2,413.37	-4,323.16	6,736.53	0.00	11/06/2020 C/R
0228	11/14/20	CR	11	0.00	-5,730.59	-6,070.68	11,801.27	0.00	11/09/2020 C/R
0229	11/16/20	PY	11	18,536.91	0.00	-673.65	-17,863.26	0.00	11/12/2020 Payroll
0230	11/14/20	CR	11	0.00	-3,332.48	-9,909.91	13,242.39	0.00	11/10/2020 C/R
0231	11/14/20	CR	11	0.00	-7,949.90	-1,226.04	9,175.94	0.00	11/12/2020 C/R
0232	11/14/20	CR	11	0.00	-227.57	0.00	227.57	0.00	11/14/2020 R/R Deposit
0233	11/14/20	CR	11	0.00	-805.81	0.00	805.81	0.00	11/14/2020 R/R Deposit
0234	11/14/20	CR	11	0.00	-721.27	0.00	721.27	0.00	11/14/2020 R/R Deposit
0235	11/14/20	CR	11	0.00	-1,255.00	0.00	1,255.00	0.00	11/14/2020 R/R Deposit
0236	11/14/20	CR	11	0.00	-77.25	0.00	77.25	0.00	11/14/2020 R/R Deposit
0237	11/14/20	CR	11	0.00	-99.80	0.00	99.80	0.00	11/14/2020 R/R Deposit
0238	11/14/20	CR	11	0.00	-384.51	0.00	384.51	0.00	11/14/2020 R/R Deposit
0239	11/14/20	CR	11	0.00	-673.01	0.00	673.01	0.00	11/14/2020 R/R Deposit
0240	11/14/20	CR	11	0.00	-959.18	0.00	959.18	0.00	11/14/2020 R/R Deposit
0241	11/18/20	CR	11	0.00	-1,470.63	-156.06	1,626.69	0.00	11/16/2020 C/R
0242	11/25/20	AP	11	69,326.89	90.00	10,124.48	-79,541.37	0.00	11/25/2020 AP
0243	11/18/20	CR	11	0.00	-3,873.48	-10,411.66	14,285.14	0.00	11/16/2020 C/R
0245	11/18/20	CR	11	0.00	-13,554.98	-2,609.91	16,164.89	0.00	11/17/2020 C/R
0246	11/18/20	CR	11	0.00	-2,283.52	-1,691.46	3,974.98	0.00	11/18/2020 C/R
0247	11/24/20	CR	11	0.00	-270.01	-3,392.04	3,662.05	0.00	11/19/2020 C/R
0248	11/20/20	GJ	11	0.00	0.00	0.00	0.00	0.00	Cosolidated Communications
0249	11/20/20	CR	11	0.00	-485.00	0.00	485.00	0.00	11/20/2020 R/R Deposit
0250	11/20/20	CR	11	0.00	-740.91	0.00	740.91	0.00	11/20/2020 R/R Deposit
0251	11/20/20	CR	11	0.00	-665.75	0.00	665.75	0.00	11/20/2020 R/R Deposit
0252	11/20/20	CR	11	0.00	-289.12	0.00	289.12	0.00	11/20/2020 R/R Deposit
0253	11/24/20	CR	11	0.00	-1,675.04	-5,083.64	6,758.68	0.00	11/20/2020 C/R
0254	11/24/20	CR	11	0.00	-26,445.43	-6,793.63	33,239.06	0.00	11/23/2020 C/R
0255	11/24/20	CR	11	0.00	-543.79	0.00	543.79	0.00	11/24/2020 R/R Deposit
0256	11/24/20	CR	11	0.00	-656.76	0.00	656.76	0.00	11/24/2020 R/R Deposit
0257	11/25/20	PY	11	16,190.10	0.00	-470.65	-15,719.45	0.00	11/25/2020 Payroll
0258	11/24/20	CR	11	0.00	-1,097.11	-5,027.11	6,124.22	0.00	11/24/2020 C/R
0259	11/25/20	CR	11	0.00	-3,513.76	-7,356.44	10,870.20	0.00	11/25/2020 C/R
0260	12/01/20	GJ	11	0.00	0.00	0.00	0.00	0.00	TS Workers Comp
0261	12/01/20	CR	11	0.00	-8,727.66	-9,612.00	18,339.66	0.00	11/30/2020 C/R
Totals				482,365.20	-101,316.18	-83,136.51	-297,912.51	0.00	

* - Incorrect control entry

- 41 Journals Listed
- 0 Out of Balance
- 0 Expense Control Errors
- 0 Revenue Control Errors
- 0 Encumbrance Control Errors

Actual Date Between 11/01/2020 and 11/30/2020, Receipt Types:
1,2,3,4,5,6,7,8,9,10,11,22,23,24,25,26,29,31,32,33,35,43,44,45,46,47,48,49,50,51,52,53,54,55,57,58,59,60,64,6
7,68,70,73,81,90,91,92,93,94,95,96,97,98,99,190,800,801,802,803,804,890,891,893,894,895,896,901,999

Receipt Summary

Type	Count	Amount
3 ATV AND SNOWMOBILES	3	139.00
5 SPORTING LICENSE	3	56.00
8 Boards	1	100.00
10 Business Listing	1	20.00
23 DOG LICENSE-Correct	11	255.00
29 VITAL RECORDS	4	121.00
31 FIRE DEPARTMENT	1	200.00
35 COPIES	1	2.75
43 MISCELLANEOUS	12	1,032.00
44 CEO/LPI PERMITS	14	1,681.90
46 LIBRARY INCOME	3	219.30
47 PB-BOA LAND USE FEE	1	100.00
49 STATE REIMBURSEMENT	1	25,090.34
53 Interlocal	1	3,477.06
57 TRANS STATION FEES	4	16,956.23
58 TRANS STATION FEES	479	6,159.25
90 Real Estate Payment	118	72,790.87
91 Tax Lien Payment	8	10,226.26
92 Personal Property Payment	2	125.88
99 Motor Vehicle	160	48,650.76
800 Dog Registration	24	200.00
	852	187,603.60

Revenue Summary Report

Department(s): ALL

November

Account	Budget Net	- C U R R Debits	M O N T H - Credits	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	6,107,169.00	180.61	7,649.01	5,926,507.40	180,617.00	86.81
1011 - REAL ESTATE PROPERTY TAX	4,594,169.00	0.00	0.00	4,594,169.27	-0.27	100.00
1012 - PERSONAL PROPERTY TAX	21,961.00	0.00	0.00	21,961.37	-0.37	100.00
1013 - STATE REVENUE SHARING	200,000.00	0.00	25,090.34	125,246.07	74,753.93	62.62
1014 - INTEREST ON TAXES	30,000.00	0.00	1,313.28	12,741.94	17,258.06	42.47
1021 - INVESTMENT INCOME	2,000.00	0.00	0.00	4,085.82	-2,085.82	204.29
1031 - VETERANS EXEMPTION	4,000.00	0.00	0.00	2,876.00	1,124.00	71.90
1032 - HOMESTEAD EXEMPTION	236,072.00	0.00	0.00	240,493.00	-4,421.00	101.87
1033 - TREE GROWTH REIMBURSEMENT	9,000.00	0.00	0.00	8,301.53	698.47	92.24
1034 - BETE REIMBURSEMENT	7,748.00	0.00	0.00	0.00	7,748.00	0.00
1041 - COVID 19 GRANT -GRASSROOTS	0.00	0.00	0.00	11,049.11	-11,049.11	----
1051 - BOAT EXCISE TAXES	7,000.00	0.00	0.00	1,347.60	5,652.40	19.25
1052 - MOTOR VEHICLE TAXES	517,500.00	180.61	44,157.58	300,255.14	217,244.86	58.02
1053 - AGENT FEE	9,000.00	0.00	854.00	6,911.25	2,088.75	76.79
1054 - NEWSLETTER ADS	100.00	0.00	0.00	100.00	0.00	100.00
1060 - Business License Fees	50.00	0.00	20.00	30.00	20.00	60.00
1065 - CERTIFIED COPY FEES	1,500.00	0.00	108.60	596.40	903.60	39.76
1090 - OTHER INCOME	5,000.00	0.00	1,034.75	2,579.87	2,420.13	51.60
1095 - Heating Assistance	1,500.00	0.00	0.00	962.20	537.80	64.15
3010 - PLUMBING FEES	4,000.00	0.00	552.50	2,855.00	1,145.00	71.38
3020 - LAND USE FEES	4,500.00	0.00	1,036.90	4,735.50	-235.50	105.23
3040 - Interlocal CEO	0.00	0.00	3,477.06	14,310.57	-14,310.57	----
5000 - Use of Undesignated Funds	302,117.00	0.00	0.00	0.00	302,117.00	0.00
5001 - Use of Carry Forward	206,951.00	0.00	0.00	0.00	206,951.00	0.00
5003 - Trust Fund Use	5,000.00	0.00	0.00	0.00	5,000.00	0.00
15 - BOARDS & COMMISSIONS	0.00	0.00	0.00	0.00	0.00	0.00
25 - COMMUNITY SERVICES	35,667.00	50.00	528.80	16,818.60	18,848.40	47.15
30 - RECREATION, PARKS & ACTIVITIES	24,202.00	0.00	100.00	3,994.30	20,247.70	16.34
40 - PROTECTION	3,450.00	0.00	200.00	450.00	3,000.00	13.04
60 - Roads & Drainage	30,000.00	0.00	0.00	180.00	29,820.00	0.60
68 - CAPITAL IMPROVEMENTS	37,132.00	0.00	0.00	4,436.11	32,695.89	11.95
70 - SOLID WASTE	204,590.00	0.00	43,118.48	111,026.31	93,563.69	54.28
7010 - TRANSFER STATION FEES	40,800.00	0.00	6,159.25	35,804.50	4,995.50	87.76
7021 - Recycle/Comp Bins	500.00	0.00	0.00	0.00	500.00	0.00
7023 - TS RECYCLABLES - METAL	11,000.00	0.00	1,546.95	6,360.45	4,639.55	57.82
7025 - TS RECYCLABLES - OTHER	0.00	0.00	552.00	552.00	-552.00	----
7040 - Commercial Haulers Permits	600.00	0.00	0.00	0.00	600.00	0.00
7089 - TS Fayette Share	71,392.00	0.00	6,994.44	33,893.12	37,498.88	47.47
7090 - TS WAYNES SHARE	80,258.00	0.00	7,862.84	34,426.24	45,831.76	42.89
90 - UNCLASSIFIED	16,476.00	0.00	0.00	0.00	16,476.00	0.00
95 - GENERAL ASSISTANCE	6,000.00	0.00	0.00	0.00	6,000.00	0.00
Final Totals	6,825,645.00	270.61	101,586.79	5,492,467.96	1,033,177.04	84.17

Expense Summary Report

ALL Departments
November

Account	Budget Net	- C U R R M O N T H -		YTD Net	Unexpended Balance	Percent Spent
		Debits	Credits			
100 - CONTINGENCY	100.00	100.00	0.00	100.00	0.00	100.00
12 - Maintenance	15,375.00	15,375.00	0.00	15,375.00	0.00	100.00
15 - BOARDS & COM	1,000.00	1,000.00	0.00	1,000.00	0.00	100.00
25 - COMM SERVICE	8,920.00	8,920.00	0.00	8,920.00	0.00	100.00
30 - REG PARKS/A	10,312.00	10,312.00	0.00	10,312.00	0.00	100.00
40 - PROTECTION	11,187.00	11,187.00	0.00	11,187.00	0.00	100.00
50 - EMPLOYEE	25,000.00	25,000.00	0.00	25,000.00	0.00	100.00
60 - Rds & Drain	32,150.00	32,150.00	0.00	32,150.00	0.00	100.00
65 - CAPITAL IMPR	58,981.00	58,981.00	0.00	58,981.00	0.00	100.00
70 - SOLID WASTE	14,380.00	14,380.00	0.00	14,380.00	0.00	100.00
75 - EDUCATION	65,400.00	65,400.00	0.00	65,400.00	0.00	100.00
80 - REGIONAL ORG	48,550.00	48,550.00	0.00	48,550.00	0.00	100.00
81 - COUNTY TAX	100,000.00	100,000.00	0.00	100,000.00	0.00	100.00
85 - UTIL SERVICE	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
90 - UNCLASSIFIED	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
95 - GENERAL ASST	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
Final Totals	6,525,645.00	6,525,645.27	327.07	6,525,963.90	3,299,681.10	49.44

Exp / Rev Summary Report
ALL Departments
November

Account	Budget	Current Month	Year To Date	Balance	Percent
10 GENERAL GOVT					
REVENUES					
1011 R-PROP TAX	4,594,169.00	0.00	4,594,169.27	-0.27	100.00
1012 P-PROP TAX	21,961.00	0.00	21,961.37	-0.37	100.00
1013 STATE REV SH	200,000.00	25,090.34	125,246.07	74,753.93	62.62
1014 INT ON TAXES	30,000.00	1,313.28	12,741.94	17,258.06	42.47
1021 INVEST INC	2,000.00	0.00	4,085.82	-2,085.82	204.29
1031 VETERAN EXMP	4,000.00	0.00	2,876.00	1,124.00	71.90
1032 HOMESTD EXMP	236,072.00	0.00	240,493.00	-4,421.00	101.87
1033 TREE GROWTH	9,000.00	0.00	8,301.53	698.47	92.24
1034 BETE Reimb	7,748.00	0.00	0.00	7,748.00	0.00
1041 COVID 19	0.00	0.00	11,049.11	-11,049.11	0.00
1051 BOAT EXCISE	7,000.00	0.00	1,347.60	5,652.40	19.25
1052 MOTOR VEH	517,500.00	43,976.97	300,255.14	217,244.86	58.02
1053 AGENT FEE	9,000.00	854.00	6,911.25	2,088.75	76.79
1054 NEWSLETTER	100.00	0.00	100.00	0.00	100.00
1060 Business Lic	50.00	20.00	30.00	20.00	60.00
1065 CERT COPY F	1,500.00	108.60	596.40	903.60	39.76
1090 OTHER INCOME	5,000.00	1,034.75	2,579.87	2,420.13	51.60
1095 Heating Asst	1,500.00	0.00	962.20	537.80	64.15
3010 PLUMBING FEE	4,000.00	552.50	2,855.00	1,145.00	71.38
3020 LAND USE FEE	4,500.00	1,036.90	4,735.50	-235.50	105.23
3040 Interloc CEO	0.00	3,477.06	14,310.57	-14,310.57	0.00
5000 Use Undesign	302,117.00	0.00	0.00	302,117.00	0.00
5001 Use Carryfor	206,951.00	0.00	0.00	206,951.00	0.00
5003 Trust Fund U	5,000.00	0.00	0.00	5,000.00	0.00
Revenue Total	6,169,168.00	77,464.40	5,355,607.64	813,560.36	86.81
EXPENSES					
10 Admin	270,625.00	20,021.34	125,867.22	144,757.78	46.51
10 ADMIN	25,950.00	4,574.60	19,758.67	6,191.33	76.14
20 PERSONNEL	198,450.00	15,224.10	81,926.53	116,523.47	41.28
25 STIPEND	4,550.00	0.00	1,062.50	3,487.50	23.35
40 UTILITIES	5,100.00	222.64	1,336.55	3,763.45	26.21
50 CONTRACT SVC	33,475.00	0.00	20,591.63	12,883.37	61.51
60 EQUIP O,R &M	3,100.00	0.00	1,191.34	1,908.66	38.43
12 Insurance	140,150.00	7,044.49	52,229.95	87,920.05	37.27
15 INSURANCE	140,150.00	7,002.35	52,019.23	88,130.77	37.12
20 PERSONNEL	0.00	42.14	210.72	-210.72	0.00
15 Office Equip	6,720.00	483.00	2,759.70	3,960.30	41.07
10 ADMIN	500.00	0.00	81.25	418.75	16.25
60 EQUIP O,R &M	5,220.00	483.00	2,678.45	2,541.55	51.31
65 EQUIP REPLAC	1,000.00	0.00	0.00	1,000.00	0.00
20 Assessing	23,675.00	3,900.00	10,525.71	13,149.29	44.46
10 ADMIN	4,675.00	2,400.00	2,400.00	2,275.00	51.34
50 CONTRACT SVC	19,000.00	1,500.00	8,125.71	10,874.29	42.77
30 Code Enforce	33,910.00	4,211.62	22,142.91	11,767.09	65.30
10 ADMIN	110.00	0.00	0.00	110.00	0.00
20 PERSONNEL	33,750.00	4,186.62	22,017.91	11,732.09	65.24
40 UTILITIES	0.00	25.00	125.00	-125.00	0.00
60 EQUIP O,R &M	50.00	0.00	0.00	50.00	0.00
40 Planning Brd	1,100.00	0.00	1,042.95	57.05	94.81
10 ADMIN	100.00	0.00	45.00	55.00	45.00
20 PERSONNEL	1,000.00	0.00	0.00	1,000.00	0.00

Exp / Rev Summary Report

ALL Departments
November

Account	Budget	Current Month	Year To Date	Balance	Percent
10 GENERAL GOVT CONT'D					
50 CONTRACT SVC	0.00	0.00	997.95	-997.95	0.00
50 Appeals Brd	100.00	0.00	0.00	100.00	0.00
10 ADMIN	100.00	0.00	0.00	100.00	0.00
60 Grant/Plan	2,000.00	0.00	0.00	2,000.00	0.00
10 ADMIN	2,000.00	0.00	0.00	2,000.00	0.00
70 Heating Ast	1,500.00	259.90	259.90	1,240.10	17.33
40 UTILITIES	1,500.00	259.90	259.90	1,240.10	17.33
75 Attorney Fee	35,000.00	1,612.44	5,652.44	29,347.56	16.15
10 ADMIN	35,000.00	1,612.44	5,652.44	29,347.56	16.15
Expense Total	514,780.00	37,532.79	220,480.78	294,299.22	42.83
Net Profit / (Loss)	5,654,388.00	39,931.61	5,135,126.86	(519,261.14)	

12 Maintenance

EXPENSES

10 Gen Maint	95,220.00	4,778.09	31,496.92	63,723.08	33.08
10 ADMIN	425.00	0.00	0.00	425.00	0.00
20 PERSONNEL	92,295.00	4,599.91	30,299.96	61,995.04	32.83
40 UTILITIES	600.00	50.00	250.00	350.00	41.67
60 EQUIP O,R &M	900.00	128.18	228.46	671.54	25.38
65 EQUIP REPLAC	1,000.00	0.00	718.50	281.50	71.85
20 Bldg Maint	42,400.00	1,120.26	8,203.47	34,196.53	19.35
40 UTILITIES	21,300.00	1,057.98	4,425.11	16,874.89	20.78
70 BUILDING O&M	21,100.00	62.28	3,778.36	17,321.64	17.91
30 Veh/Eq Maint	7,750.00	449.59	6,313.79	1,436.21	81.47
60 EQUIP O,R &M	7,750.00	449.59	6,313.79	1,436.21	81.47
Expense Total	145,370.00	6,347.94	46,014.18	99,355.82	31.65
Net Profit / (Loss)	(145,370.00)	(6,347.94)	(46,014.18)	99,355.82	

15 BOARDS & COM

REVENUES

3015 Conservation	0.00	0.00	15.00	-15.00	0.00
Revenue Total	0.00	0.00	15.00	-15.00	0.00

EXPENSES

40 Planning Brd	0.00	24.90	49.80	-49.80	0.00
20 PERSONNEL	0.00	24.90	49.80	-49.80	0.00
Expense Total	0.00	24.90	49.80	-49.80	0.00
Net Profit / (Loss)	0.00	(24.90)	(34.80)	(34.80)	

25 COMM SERVICE

REVENUES

1010 ACO DOG FEES	2,500.00	52.00	190.00	2,310.00	7.60
1011 Rabies Clini	1,000.00	165.00	360.00	640.00	36.00
1012 Dog Vac Fund	0.00	0.00	30.00	-30.00	0.00
4005 LIB DONATION	1,300.00	200.00	970.00	330.00	74.62
4010 LIB SALE PRD	1,290.00	11.50	115.50	1,174.50	8.95
4015 LIB Contrib	452.00	7.80	73.14	378.86	16.18
4020 Lib nonres P	125.00	0.00	25.00	100.00	20.00

Exp / Rev Summary Report

ALL Departments
November

Account	Budget	Current Month	Year To Date	Balance	Percent
25 COMM SERVICE CONT'D					
5010 CATV FRANCHS	29,000.00	0.00	15,054.96	13,945.04	51.91
Revenue Total	35,667.00	436.30	16,818.60	18,848.40	47.15
EXPENSES					
10 Animal Cntrl	14,180.00	1,222.73	5,239.06	8,940.94	36.95
10 ADMIN	200.00	389.99	389.99	-189.99	195.00
20 PERSONNEL	4,730.00	472.74	1,673.65	3,056.35	35.38
25 STIPEND	2,750.00	0.00	750.00	2,000.00	27.27
50 CONTRACT SVC	6,000.00	360.00	2,425.42	3,574.58	40.42
65 EQUIP REPLAC	500.00	0.00	0.00	500.00	0.00
20 K Land Trust	250.00	0.00	0.00	250.00	0.00
55 COMMUNITY SV	250.00	0.00	0.00	250.00	0.00
25 KVCOG	4,500.00	0.00	4,325.00	175.00	96.11
45 ASSESSMENTS	4,500.00	0.00	4,325.00	175.00	96.11
30 Age Friendly	2,100.00	0.00	149.99	1,950.01	7.14
10 ADMIN	100.00	0.00	0.00	100.00	0.00
55 COMMUNITY SV	2,000.00	0.00	149.99	1,850.01	7.50
40 Library	36,405.00	2,185.09	14,083.87	22,321.13	38.69
10 ADMIN	900.00	107.27	289.46	610.54	32.16
20 PERSONNEL	26,755.00	2,056.88	11,341.56	15,413.44	42.39
40 UTILITIES	750.00	20.94	562.87	187.13	75.05
55 COMMUNITY SV	8,000.00	0.00	1,889.98	6,110.02	23.62
50 Readfield TV	5,415.00	0.00	4,074.09	1,340.91	75.24
20 PERSONNEL	235.00	0.00	57.38	177.62	24.42
25 STIPEND	3,500.00	0.00	750.00	2,750.00	21.43
40 UTILITIES	180.00	0.00	65.96	114.04	36.64
60 EQUIP O,R &M	500.00	0.00	0.00	500.00	0.00
65 EQUIP REPLAC	1,000.00	0.00	3,200.75	-2,200.75	320.08
60 Street Light	6,500.00	4,967.72	6,932.23	-432.23	106.65
55 COMMUNITY SV	6,500.00	4,967.72	6,932.23	-432.23	106.65
90 Maran Dam	420.00	0.00	1,109.70	-689.70	264.21
40 UTILITIES	120.00	0.00	0.00	120.00	0.00
70 BUILDING O&M	50.00	0.00	1,109.70	-1,059.70	2219.40
80 PUBLIC WAYS	250.00	0.00	0.00	250.00	0.00
Expense Total	69,770.00	8,375.54	35,913.94	33,856.06	51.47
Net Profit / (Loss)	(34,103.00)	(7,939.24)	(19,095.34)	15,007.66	

30 REC,PARKS/AT

REVENUES

1010 BEACH INCOME	9,992.00	0.00	3,604.30	6,387.70	36.07
2021 RB BB	2,920.00	0.00	0.00	2,920.00	0.00
2022 RB SOCCER	2,100.00	0.00	0.00	2,100.00	0.00
2023 RB SWIMMING	4,500.00	0.00	0.00	4,500.00	0.00
2024 RB Basketbal	3,150.00	0.00	0.00	3,150.00	0.00
2026 RB Softball	1,540.00	0.00	0.00	1,540.00	0.00
7010 Trails	0.00	100.00	350.00	-350.00	0.00
Revenue Total	24,202.00	100.00	3,954.30	20,247.70	16.34

EXPENSES

10 BEACH	13,992.00	16.31	9,609.42	4,382.58	68.68
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Exp / Rev Summary Report

ALL Departments
November

Account	Budget	Current Month	Year To Date	Balance	Percent
30 REC,PARKS/AT CONT'D					
10 ADMIN	900.00	0.00	66.56	833.44	7.40
15 INSURANCE	350.00	0.00	0.00	350.00	0.00
20 PERSONNEL	7,700.00	0.00	8,841.83	-1,141.83	114.83
40 UTILITIES	542.00	16.31	485.98	56.02	89.66
60 EQUIP O,R &M	500.00	0.00	215.05	284.95	43.01
70 BUILDING O&M	4,000.00	0.00	0.00	4,000.00	0.00
20 REC BOARD	18,086.00	74.16	74.16	18,011.84	0.41
30 RECREATION	15,086.00	74.16	74.16	15,011.84	0.49
70 BUILDING O&M	3,000.00	0.00	0.00	3,000.00	0.00
25 HERITAGE DAY	5,000.00	0.00	3,000.00	2,000.00	60.00
30 RECREATION	5,000.00	0.00	3,000.00	2,000.00	60.00
30 Conservation	3,850.00	0.00	233.48	3,616.52	6.06
10 ADMIN	1,150.00	0.00	0.00	1,150.00	0.00
55 COMMUNITY SV	1,950.00	0.00	233.48	1,716.52	11.97
80 PUBLIC WAYS	750.00	0.00	0.00	750.00	0.00
60 Town Propert	3,680.00	0.00	1,925.14	1,754.86	52.31
40 UTILITIES	680.00	0.00	0.00	680.00	0.00
75 Town Proper	3,000.00	0.00	1,530.37	1,469.63	51.01
80 PUBLIC WAYS	0.00	0.00	394.77	-394.77	0.00
70 Trails	1,804.00	0.00	3,025.28	-1,221.28	167.70
10 ADMIN	200.00	0.00	2,331.54	-2,131.54	1165.77
80 PUBLIC WAYS	1,604.00	0.00	693.74	910.26	43.25
Expense Total	46,412.00	90.47	17,867.48	28,544.52	38.50
Net Profit / (Loss)	(22,210.00)	9.53	(13,913.18)	8,296.82	

40 PROTECTION

REVENUES

1010 FD DONATION	0.00	200.00	450.00	-450.00	0.00
1035 FD Burn Perm	250.00	0.00	0.00	250.00	0.00
3500 Tower Sites	3,200.00	0.00	0.00	3,200.00	0.00
Revenue Total	3,450.00	200.00	450.00	3,000.00	13.04

EXPENSES

10 FIRE DEPART	67,900.00	729.69	6,489.86	61,410.14	9.56
10 ADMIN	4,650.00	0.00	0.00	4,650.00	0.00
15 INSURANCE	900.00	0.00	850.00	50.00	94.44
20 PERSONNEL	29,550.00	0.00	407.77	29,142.23	1.38
25 STIPEND	7,200.00	0.00	2,125.00	5,075.00	29.51
40 UTILITIES	600.00	53.39	490.01	109.99	81.67
50 CONTRACT SVC	5,000.00	0.00	720.00	4,280.00	14.40
60 EQUIP O,R &M	16,500.00	676.30	1,657.33	14,842.67	10.04
65 EQUIP REPLAC	3,500.00	0.00	239.75	3,260.25	6.85
20 AMBULANCE	32,162.00	0.00	32,162.00	0.00	100.00
55 COMMUNITY SV	32,162.00	0.00	32,162.00	0.00	100.00
35 Tower Sites	4,550.00	57.53	280.61	4,269.39	6.17
40 UTILITIES	1,000.00	57.53	280.61	719.39	28.06
50 CONTRACT SVC	3,000.00	0.00	0.00	3,000.00	0.00
60 EQUIP O,R &M	550.00	0.00	0.00	550.00	0.00
40 Dispatching	36,750.00	0.00	23,972.68	12,777.32	65.23

Exp / Rev Summary Report
ALL Departments
November

Account	Budget	Current Month	Year To Date	Balance	Percent
40 PROTECTION CONT'D					
50 CONTRACT SVC	36,750.00	0.00	23,972.68	12,777.32	65.23
Expense Total	141,362.00	787.22	62,905.15	78,456.85	44.50
Net Profit / (Loss)	(137,912.00)	(587.22)	(62,455.15)	75,456.85	

50 CEMETERIES

EXPENSES

10 CEMETERIES	22,500.00	0.00	5,005.30	17,494.70	22.25
50 CONTRACT SVC	10,000.00	0.00	5,005.30	4,994.70	50.05
55 COMMUNITY SV	800.00	0.00	0.00	800.00	0.00
65 EQUIP REPLAC	5,000.00	0.00	0.00	5,000.00	0.00
70 BUILDING O&M	1,000.00	0.00	0.00	1,000.00	0.00
80 PUBLIC WAYS	5,700.00	0.00	0.00	5,700.00	0.00
Expense Total	22,500.00	0.00	5,005.30	17,494.70	22.25
Net Profit / (Loss)	(22,500.00)	0.00	(5,005.30)	17,494.70	

60 Rds & Drain

REVENUES

2010 LOCAL ROAD	30,000.00	0.00	0.00	30,000.00	0.00
2020 HIGHWAY INC	0.00	0.00	150.00	-150.00	0.00
Revenue Total	30,000.00	0.00	150.00	29,850.00	0.50

EXPENSES

10 Road Maint	121,500.00	3,887.18	25,954.45	95,545.55	21.36
80 PUBLIC WAYS	121,500.00	3,887.18	25,954.45	95,545.55	21.36
40 Winter Maint	270,650.00	78,169.05	83,550.54	187,099.46	30.87
40 UTILITIES	650.00	16.31	45.97	604.03	7.07
50 CONTRACT SVC	0.00	0.00	105.00	-105.00	0.00
80 PUBLIC WAYS	270,000.00	78,152.74	83,399.57	186,600.43	30.89
Expense Total	392,150.00	82,056.23	109,504.99	282,645.01	27.92
Net Profit / (Loss)	(362,150.00)	(82,056.23)	(109,354.99)	252,795.01	

65 CAPITAL IMPR

REVENUES

6512 Fire St Add	25,000.00	0.00	0.00	25,000.00	0.00
6570 Transfer Sta	12,132.00	0.00	4,436.11	7,695.89	36.57
Revenue Total	37,132.00	0.00	4,436.11	32,695.89	11.95

EXPENSES

01 Adm Tech	14,000.00	0.00	0.00	14,000.00	0.00
65 EQUIP REPLAC	14,000.00	0.00	0.00	14,000.00	0.00
05 Fire Dept	10,000.00	0.00	0.00	10,000.00	0.00
10 ADMIN	10,000.00	0.00	0.00	10,000.00	0.00
10 Fire Station	0.00	0.00	2,762.17	-2,762.17	0.00
50 CONTRACT SVC	0.00	0.00	1,126.72	-1,126.72	0.00
80 PUBLIC WAYS	0.00	0.00	1,635.45	-1,635.45	0.00
12 FS Addition	42,351.00	652.50	535,853.31	-493,502.31	1265.27
50 CONTRACT SVC	42,351.00	652.50	535,853.31	-493,502.31	1265.27
20 Gile Hall	20,000.00	0.00	0.00	20,000.00	0.00

Exp / Rev Summary Report

ALL Departments
November

Account	Budget	Current Month	Year To Date	Balance	Percent
65 CAPITAL IMPR CONT'D					
70 BUILDING O&M	20,000.00	0.00	0.00	20,000.00	0.00
30 Library Bldg	0.00	0.00	61,276.77	-61,276.77	0.00
50 CONTRACT SVC	0.00	0.00	61,276.77	-61,276.77	0.00
40 Cemetery	5,000.00	0.00	0.00	5,000.00	0.00
80 PUBLIC WAYS	5,000.00	0.00	0.00	5,000.00	0.00
50 Sidewalks	5,000.00	1,375.20	1,375.20	3,624.80	27.50
80 PUBLIC WAYS	5,000.00	1,375.20	1,375.20	3,624.80	27.50
55 Roads	293,500.00	340.00	64,749.35	228,750.65	22.06
70 BUILDING O&M	50,000.00	0.00	0.00	50,000.00	0.00
80 PUBLIC WAYS	243,500.00	340.00	64,749.35	178,750.65	26.59
65 Equipment	15,000.00	0.00	6,176.51	8,823.49	41.18
65 EQUIP REPLAC	15,000.00	0.00	6,176.51	8,823.49	41.18
66 Leases	16,150.00	0.00	16,148.17	1.83	99.99
60 EQUIP O,R &M	16,150.00	0.00	16,148.17	1.83	99.99
70 Transfer Sta	71,980.00	0.00	0.00	71,980.00	0.00
10 ADMIN	20,780.00	0.00	0.00	20,780.00	0.00
65 EQUIP REPLAC	51,200.00	0.00	0.00	51,200.00	0.00
85 Muni Bldgs	75,000.00	0.00	0.00	75,000.00	0.00
50 CONTRACT SVC	75,000.00	0.00	0.00	75,000.00	0.00
Expense Total	567,981.00	2,367.70	688,341.48	-120,360.48	121.19
Net Profit / (Loss)	(530,849.00)	(2,367.70)	(683,905.37)	(153,056.37)	

70 SOLID WASTE

REVENUES

7010 TS FEES	40,800.00	6,159.25	35,804.50	4,995.50	87.76
7021 Recycle/Comp	500.00	0.00	0.00	500.00	0.00
7023 TS RECYC MTL	11,000.00	1,546.95	6,360.45	4,639.55	57.82
7025 TS RECYC OTH	0.00	552.00	552.00	-552.00	0.00
7040 Com Haulers	600.00	0.00	0.00	600.00	0.00
7089 TS Fayette	71,392.00	6,994.44	33,893.12	37,498.88	47.47
7090 TS WAYNE	80,258.00	7,862.84	34,426.24	45,831.76	42.89
Revenue Total	204,550.00	23,115.48	111,036.31	93,513.69	54.28

EXPENSES

10 TRANSFER STA	310,450.00	24,578.39	131,940.74	178,509.26	42.50
10 ADMIN	4,025.00	46.99	693.99	3,331.01	17.24
15 INSURANCE	37,000.00	2,709.48	14,032.40	22,967.60	37.93
20 PERSONNEL	86,450.00	5,692.89	35,898.10	50,551.90	41.52
40 UTILITIES	5,125.00	259.25	1,610.07	3,514.93	31.42
50 CONTRACT SVC	162,950.00	15,869.78	77,363.57	85,586.43	47.48
60 EQUIP O,R &M	6,400.00	0.00	34.05	6,365.95	0.53
70 BUILDING O&M	8,400.00	0.00	1,558.56	6,841.44	18.55
80 PUBLIC WAYS	100.00	0.00	750.00	-650.00	750.00
50 BACKHOE	2,200.00	0.00	895.27	1,304.73	40.69
60 EQUIP O,R &M	2,200.00	0.00	895.27	1,304.73	40.69
Expense Total	312,650.00	24,578.39	132,836.01	179,813.99	42.49
Net Profit / (Loss)	(108,100.00)	(1,462.91)	(21,799.70)	86,300.30	

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ALL Departments
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Account	Budget	Current Month	Year To Date	Balance	Percent
75 EDUCATION CONT'D					
75 EDUCATION					
EXPENSES					
10 RSU#38	3,634,908.00	302,909.02	1,514,544.86	2,120,363.14	41.67
45 ASSESSMENTS	3,634,908.00	302,909.02	1,514,544.86	2,120,363.14	41.67
Expense Total	3,634,908.00	302,909.02	1,514,544.86	2,120,363.14	41.67
Net Profit / (Loss)	(3,634,908.00)	(302,909.02)	(1,514,544.86)	2,120,363.14	
80 REGIONAL ORG					
EXPENSES					
10 COBBOSSEE WD	23,550.00	7,599.00	15,198.00	8,352.00	64.54
45 ASSESSMENTS	23,550.00	7,599.00	15,198.00	8,352.00	64.54
40 First Park	25,000.00	0.00	0.00	25,000.00	0.00
12 FINANCIAL	25,000.00	0.00	0.00	25,000.00	0.00
Expense Total	48,550.00	7,599.00	15,198.00	33,352.00	31.30
Net Profit / (Loss)	(48,550.00)	(7,599.00)	(15,198.00)	33,352.00	
81 COUNTY TAX					
EXPENSES					
20 COUNTY TAX	300,847.00	0.00	180,507.86	120,339.14	60.00
45 ASSESSMENTS	300,847.00	0.00	180,507.86	120,339.14	60.00
Expense Total	300,847.00	0.00	180,507.86	120,339.14	60.00
Net Profit / (Loss)	(300,847.00)	0.00	(180,507.86)	120,339.14	
85 DEBT SERVICE					
EXPENSES					
10 Fire Truck	54,884.00	0.00	53,622.40	1,261.60	97.70
12 FINANCIAL	54,884.00	0.00	53,622.40	1,261.60	97.70
25 '13 Road Bnd	106,737.00	0.00	103,649.30	3,087.70	97.11
12 FINANCIAL	106,737.00	0.00	103,649.30	3,087.70	97.11
40 Mar Lake Dam	19,242.00	0.00	17,898.40	1,343.60	93.02
12 FINANCIAL	19,242.00	0.00	17,898.40	1,343.60	93.02
80 Muni Bld Bnd	16,100.00	0.00	4,445.30	11,654.70	27.61
12 FINANCIAL	16,100.00	0.00	4,445.30	11,654.70	27.61
Expense Total	196,963.00	0.00	179,615.40	17,347.60	91.19
Net Profit / (Loss)	(196,963.00)	0.00	(179,615.40)	17,347.60	
90 UNCLASSIFIED					
REVENUES					
1250 First Park	15,000.00	0.00	0.00	15,000.00	0.00
3010 Snowmobile F	1,476.00	0.00	0.00	1,476.00	0.00
Revenue Total	16,476.00	0.00	0.00	16,476.00	0.00
EXPENSES					
10 Abate/Overly	50,391.00	0.00	1,206.67	49,184.33	2.39
90 ABATEMENTS	50,391.00	0.00	1,206.67	49,184.33	2.39
15 Tax Relief	10,000.00	0.00	0.00	10,000.00	0.00

Exp / Rev Summary Report

ALL Departments
November

Account	Budget	Current Month	Year To Date	Balance	Percent
90 UNCLASSIFIED CONT'D					
90 ABATEMENTS	10,000.00	0.00	0.00	10,000.00	0.00
20 NON-PROFIT	14,535.00	9,485.00	14,285.00	250.00	98.28
10 ADMIN	14,535.00	9,485.00	14,285.00	250.00	98.28
40 Contingency	25,000.00	0.00	0.00	25,000.00	0.00
10 ADMIN	25,000.00	0.00	0.00	25,000.00	0.00
50 Snowmobiling	1,476.00	0.00	1,476.00	0.00	100.00
30 RECREATION	1,476.00	0.00	1,476.00	0.00	100.00
60 R Ent Fund	10,000.00	0.00	0.00	10,000.00	0.00
10 ADMIN	10,000.00	0.00	0.00	10,000.00	0.00
90 Revaluation	10,000.00	0.00	0.00	10,000.00	0.00
50 CONTRACT SVC	10,000.00	0.00	0.00	10,000.00	0.00
Expense Total	121,402.00	9,485.00	16,967.67	104,434.33	13.98
Net Profit / (Loss)	(104,926.00)	(9,485.00)	(16,967.67)	87,958.33	
95 GENERAL ASST					
R E V E N U E S					
1010 GA ST REIMB	5,000.00	0.00	0.00	5,000.00	0.00
Revenue Total	5,000.00	0.00	0.00	5,000.00	0.00
E X P E N S E S					
10 GENERAL ASST	10,000.00	211.00	211.00	9,789.00	2.11
10 ADMIN	5,500.00	211.00	211.00	5,289.00	3.84
40 UTILITIES	4,500.00	0.00	0.00	4,500.00	0.00
Expense Total	10,000.00	211.00	211.00	9,789.00	2.11
Net Profit / (Loss)	(5,000.00)	(211.00)	(211.00)	4,789.00	

BOARD OF TRUSTEES MEETING - November 4, 2020
READFIELD COMMUNITY LIBRARY

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, Betty Peterson, Pat Clark, and Melissa Small, Librarian.

Secretary's report: The minutes were approved.

The Treasurer's Report was read and approved.

Deb reported that she received information about the Stephen King grant and will re-apply again in one year.

Librarian's Report

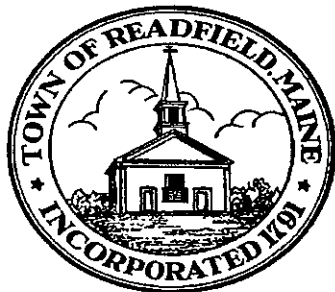
- Melissa reported that all library services continue as has been offered with an addition of a patron computer now installed and use began on Nov. 1st. Beginning in December, patrons that want curbside pickups will need to call and specify a pickup time, and staff will leave requested item in plastic bin set up near book drop or place bagged book/item on patron's passenger's car seat through the open car window.
- The town ordered an air purifier which is up and running, and also new signs for Library hours. In the spring when the town is installing a new ramp, the town will also provide a trailhead style bulletin board to the right of the side door for library and town information.
- Library windows will be closed when the weather is cold and heat pumps will be set at 68 and oil heat (set at 58) to be used as back up when necessary.
- Melissa asked for feedback about the purchase of a fax machine for the library. Discussion followed and the board decided not to install a dedicated fax line.
- Story hour via zoom is now held at 9:30 on Tuesdays. It has been very successful.
- Melissa applied to Maine Audubon for a free backpack that can be borrowed by library patrons. The backpack provides activities and materials to be used to explore nature.
- The ongoing book sale table has brought in \$112.50 in addition to two donations totaling \$350.
- Melissa mentioned a zoom workshop being offered on November 9 at 6:30 on "Getting Started with Cloud Library".
- The October book group read and discussed *Roughhouse Friday*, on Wednesday, Oct. 28th. For November the library book group will be reading the book *Paper Things* by Jennifer Jacobson on Monday Nov. 30 at 6:30 p.m. at the town office with a zoom option available. The author will join us by Zoom during our book group session.
- The library joined other Readfield community groups on Halloween night for a Trunk-Or-Treat Pumpkin event at the Fairgrounds parking lot on Church Rd.
- Melissa shared information about a story walk grant and the requirements - ie., must partner with a Let's Go site which is the Readfield Elementary school. Pat and Pam offered to help Melissa with this grant possibility.

The Board had a brief discussion about the Christmas tree lighting, Brenda, Deb, and Pam offered to help get the tree and decorate it.

Our next meeting will be on Wednesday, Dec, 2nd at 6:30 via Zoom.

Respectfully submitted by Jan Tarbuck

APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS



TOWN OF READFIELD

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

**Office of Registrar
Certificate of Appointment**

(Municipal Officers are required to appoint a registrar by January 1st of each odd numbered year)

To: **Deborah Nichols**

Pursuant to 21-A M.R.S.A. ss101.2 I, the undersigned Board of Selectmen of the municipality of Readfield, do hereby appoint you as **Registrar**.

Your term of office is to expire on **January 1, 2023**.

Given under our hands on this ___ / ___, 2020.

Bruce Bourgoine

Ralph Eno

Dennis Price

Christine Sammons

Kathryn Mills Woodsum

Oath of Office
Municipality of Readfield, Maine

___ / ___, 2020

I, **Deborah Nichols**, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Deborah Nichols**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Registrar** of Readfield according to the Constitution and the law of the State.

Deborah Nichols

State of Maine
County of Kennebec, ss

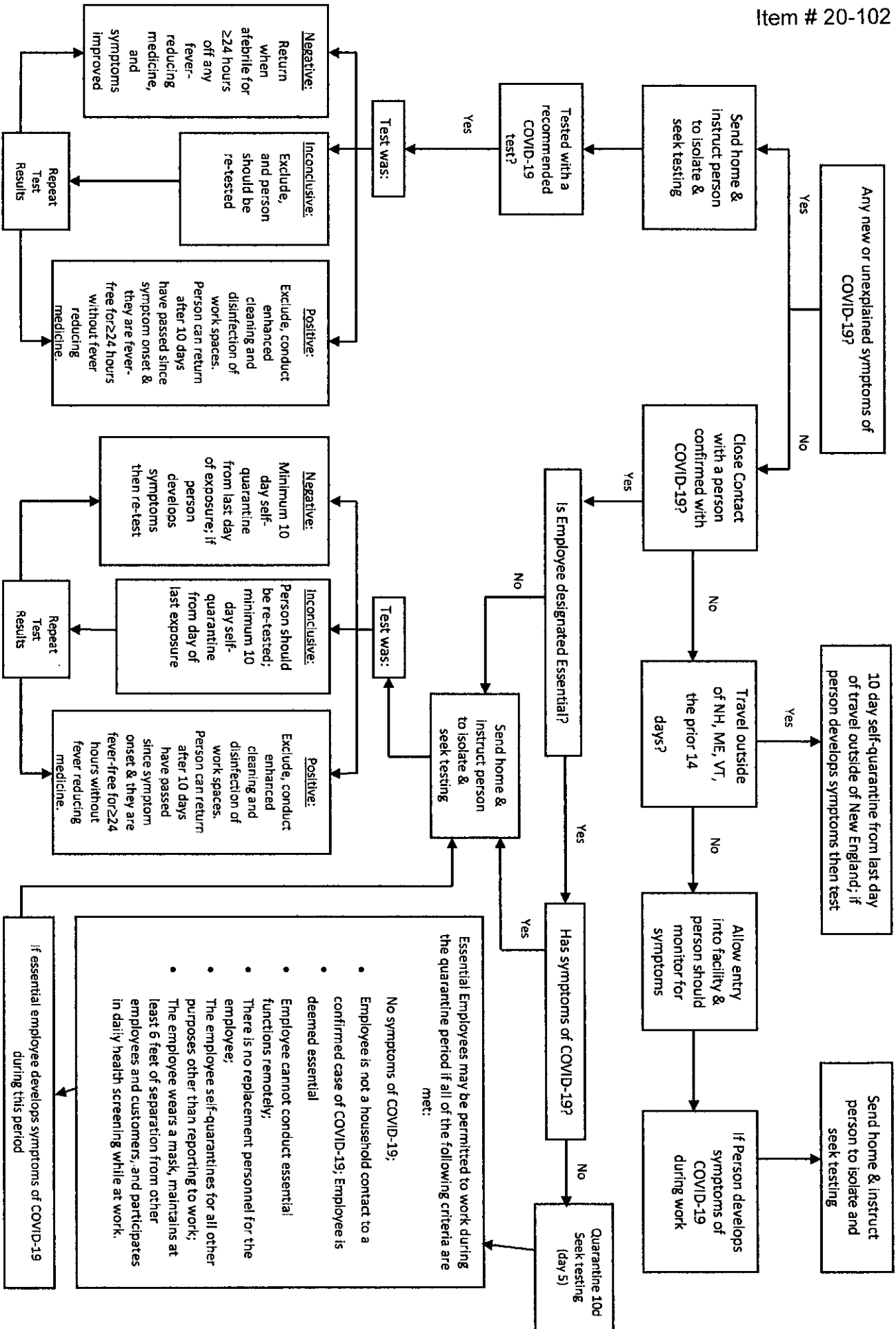
___ ___, 2020

Personally appeared before me the above-named **Deborah Nichols**, who has been duly appointed as the Readfield **Registrar** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, _____
, Deputy Clerk

OLD BUSINESS

COVID SCREENING ALGORITHM



NEW BUSINESS

Preliminary Workshop Discussion Outlines

Broadband – December 17, 6 to 7 PM

- Establish the vision
- Review and discuss consulting initial work
- Discuss funding and implementation timetables
- Discuss governance models
- What-ifs
 - State or Federal resourcing changes
 - Partners
 - Technology

Parks and Recreation - January 7, 6 to 7 PM

- Establish the vision
- Discuss Funding
 - Initial year (21/22)
 - Subsequent years
 - Capital plans
- Policy considerations
- Operational considerations
- Beach access system

Fiscal Year 2021-2022 (FY22) Select Board Budget Goals & Warrant Worksheet

Identify three budget goals you have for the Town as a whole, and how they might be accomplished:

1. Goal:

How to accomplish the goal:

Readfield Select Board
December 14, 2020
Item # 21-060

2. Goal:

How to accomplish the goal:

3. Goal:

How to accomplish the goal:

Identify three budget goals you have for specific areas or departments, and how they might be accomplished:

1. Goal:

How to accomplish the goal:

2. Goal:

How to accomplish the goal:

3. Goal:

How to accomplish the goal:

Identify any considerations you have for the Warrant or Warrant development process:

**EMPLOYMENT AGREEMENT & CONTRACT
TOWN OF READFIELD AND ERIC W. DYER**

This Employment Agreement & Contract outlines the terms and conditions of employment for the position of Town Manager by and through the Select Board of the Town of Readfield, Maine and Mr. Eric W. Dyer. The effective date of this agreement is October 1, 2020.

Duties and Appointments

Mr. Eric W. Dyer agrees to perform faithfully and diligently the duties of Town Manager, fulfilling all statutory obligations for Town Manager as described in Maine law, together with obligations as described in Town Manager's Roles and Responsibilities as approved on 02/10//2014, attached hereto as Exhibit A.

It is expected that the Town Manager will also serve the following annual administrative appointments: Tax Collector, Treasurer, Road Commissioner, Transfer Station Manager, and Welfare Administrator as prescribed by the Town of Readfield's ordinances and procedures, including any other municipal positions to which appointed by the Select Board.

Salary

Annual salary shall be payable in accordance with the payroll procedures in place for all Town employees. Base salary as of October 1, 2020 shall be \$ 64,640. Annually at the anniversary of this contract, beginning on October 1, 2021, a minimum salary change of the Northeast Regional Consumer Price Index for all goods and services for the 12 month period ending in July of the current year will be implemented. The Select Board reserves the right to supplement the CPI adjustment with additional merit pay, as deemed appropriate at the sole discretion of the Select Board.

Performance Evaluations

A full 360-degree Performance Evaluation will be conducted annually by the anniversary of employment, including comments developed in advance by Town Manager. Results, including any plans for improvement, will be jointly developed and signed by the Select Board and by the Town Manager and included in the Town Manager's personnel file. Less formal semi-annual reviews will be held to determine progress and any resources or support necessary to help achieve or adjust to evolving priorities. The evaluation tools and documents to be used in the annual and semi-annual evaluations are attached to and incorporated as part of this contract. These documents may be amended by mutual agreement.

Personal Time Off

PTO will be granted at 18 days per year. PTO will be cumulative and any unused balance may be carried forward to subsequent years. Total PTO accrual, at the end of the Fiscal Year, will not exceed 120 hours. Upon separation, the Town will compensate the Town Manager for 100% of all accrued PTO-based upon the Town Manager's salary as of the date of separation.

Health and Dental Insurance

The Town shall pay 100% of the cost of the health insurance for the Town Manager and his family, and 100% of the dental insurance premium for the Town Manager. If the Town Manager elects any additional dependent insurance premiums, the Town Manager shall pay for such cost. Any consideration of a plan change during the contract period will be negotiated jointly by the Select Board and Town Manager.

Retirement / Dependent Care

The Town participates in the Social Security System. Both the Town and the Town Manager shall make the required respective contribution to the System, the amounts of the contributions to be determined in accordance with federal law. The Town shall also match any contribution made by the Town Manager to the International City Manager's Retirement Corporation or similar retirement plan, or to a town managed dependent care account up to six (6.00%) percent of the Town Manager's annual salary. Payment shall be made in accordance with the plan in place for the Town of Readfield.

Travel Allowance

At his discretion, the Town Manager shall use private transportation on Town business. He will be paid for all actual and necessary use of private transportation on Town business at the current IRS mileage reimbursement rate for private vehicles or the actual cost of the transportation for mass transit. Incidental vehicle expenses (tolls and parking) will be reimbursed when documented with any other travel expenses on an expense report along with receipts.

Professional Development

The Town agrees to budget for and pay for the professional dues, subscriptions, travel and seminar registrations and related expenses of the Town Manager for professional participation, meetings, workshops and training adequate to continue his professional development. Said participation on Town time may include the international City Manager's Association, Maine Town and City Manager's Association, and other national, regional, state and local groups that the Town Manager and Select Board agree are desirable. The Town Manager may attend the Maine Municipal Association convention and the Maine Town and City Management annual meeting. Subject to annual budget constraints, the Town Manager may attend either the International City Manager's Association or National League of Cities annual meeting on a biennial basis.

Term and Termination

The initial Term of this contract shall be three years extending from October 1, 2020 through September 30, 2023. The Select Board shall notify the Town Manager on or prior to June 30, 2021 as to whether it wishes to negotiate a one-year extension of this contract through 2024, and again prior to June 30, 2022 as to whether it wishes to negotiate a one-year extension of this contract through 2025. A one-year extension will occur automatically if no notice received prior to September 30.

The Select Board may terminate the Town Manager's contract for cause or malfeasance at any time. No severance payment or continuation of health or dental insurance will be required of the Town in the event of termination for cause or malfeasance.

The Select Board may choose, for any reason, without the requirement to prove cause or malfeasance, to terminate or decline to renew the Town Manager's contract at any time. In this case, the Town will pay the Town Manager a severance amount equal to three months (25%) of the current annual salary and continue the Town Manager's health and dental insurance for three months from the date of termination, or end of the contract period in the event of non-renewal.

The Town Manager will give three months prior notice in the event he intends to resign his employment with the Town, without any severance pay or additional benefits beyond the date of resignation, unless otherwise negotiated with the Select Board.

Indemnification

The Town will defend and indemnify the Town Manager against any tort, professional liability claim or demand or other legal action, whether or not it appears to have merit, arising out of an alleged act or omission occurring in the performance of the Town Manager’s duties, except if the claim alleges fraud or other intentional torts or a criminal act, and as prohibited by law. The Town will either litigate or compromise and settle any such claim or suit and pay the amount of any judgment or settlement rendered thereon, whether levied against the Town of Readfield or the Town Manager personally. Indemnification will extend beyond termination of employment, to provide full and complete protection to the Town Manager, by the Town of Readfield, as described herein, for any acts lawfully undertaken or committed as Town Manager, regardless of whether the notice or filing of such a claim or lawsuit occurs during or after the Town Manager’s employment with the Town.

Other Benefits and Obligations

Some other benefits and obligations shall be provided in accordance with the management and Personnel Policies of the Town of Readfield. The provisions in the Personnel Policies on Work Performance Evaluation, Grievances, Discipline and Appeals do not apply to the employment of the Town Manager. In lieu of these procedures, this contract will refer to MMA’s guidelines on these items.

Signatures

Town Manager:

Read and agreed to: _____ Date: _____
Mr. Eric W. Dyer, Town Manager

Select Board for the Town of Readfield:

Read and agreed to:

Bruce Bourgoine, Chair

Dennis Price, Vice Chair

Chris Sammons

Kathryn Mills Woodsum

Ralph Eno

Date

RESERVED

OTHER BUSINESS

Future Agenda Items - Proposed DRAFT

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 remotely via Zoom exclusive until further notice