

**Readfield Board of Assessors**  
**Meeting Agenda**  
**February 1, 2021, Readfield Town Office**  
Meeting starts: 6:00 PM  
Meeting ends (unless extended) at 6:30 PM

**Consider any Tax Abatements - 10 min.**  
**Consider any Tax Supplements - 10 min.**  
**Other Business - 10 min.**  
**Adjourn**

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**Readfield Select Board**  
**Meeting Agenda**  
**February 1, 2021, Remote Meeting**  
Select Board Meeting starts: 6:30 PM  
Select Board Meeting ends (unless extended) at 8:00 PM

**Pledge of Allegiance (6:30pm)**

**Regular Meeting Items - 5 min.**

21-071 - Minutes: Select Board meeting minutes of January 11<sup>th</sup>, 2021.

21-072 - Warrants: #29-30

**Communications - 25 min.**

Select Board communications. - 5 min.

Town Staff Reports - 5 min.

Boards, Committees, Commissions & Departments - 10 min.

- Consider a trail agreement with the Greater Augusta Utility District
- Library Board minutes of December 2, 2020

Public Communication - Members of the public may address the Select Board. - 5 min.

**Old Business - 15 min.**

21-069 - Consider any potential ordinance changes for the June Town Meeting (Tax Relief, Land Use, etc.) - 15 min.

**New Business - 40 min.**

21-073 - Consider a draft of the FY22 municipal budget - 20 min.

21-074 - Consider accepting a Maine DEP Waste Diversion Grant for Food Waste Composting at the Readfield Transfer Station - 5 min.

21-075 - Consider bids for the sale of the old town pickup truck - 5 min.

21-076 - Consider accepting a Maine DOT grant for a sidewalk on Church Rd. - 5 min.

21-077 - Consider the discharge of a Writ of Execution for property owned by Ed Munson - 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**

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

Meetings will be held remotely via Zoom exclusive until further notice

# **REGULAR MEETING**

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

Jan. 18, 2021 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
29	329	\$ 181,906.68	Warrant	R. Eno	Three	
A	329	\$ 1,829.00	State Fees	R. Eno	One	1/7/2021
B	329	\$ 3,112.20	State Fees	R. Eno	One	1/14/2021
31		\$ 2,006.97	Warrant	R. Eno	Three	
30	343	\$ 15,880.24	Payroll	R. Eno	One	

**SUM** \$ 199,793.89

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

# Treasurer's Warrant

Warrant # 29 & 30

\$197786.92

Dates: 1/21/2021

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	\$15,880.24	69771-69781 169771-169782
VARIOUS VENDORS	Accounts Payable	\$181,906.68	69543-69546 69747-69770
	Total	\$197,786.92	

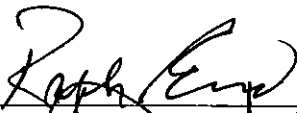
Date Signed: 1/22/21

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Bruce Bourgoine

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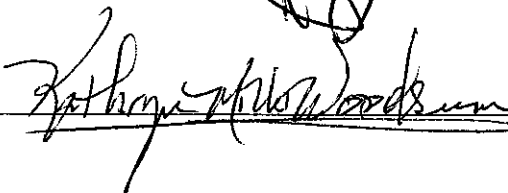
Christine Sammons

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Ralph Eno

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Dennis Price

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Kathryn Woodsum

### A / P Check Register

Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	999	311.17	01/21/21	29	0031 Central Maine Power Co
P	999	359.63	01/21/21	29	0031 Central Maine Power Co
P	999	384.66	01/21/21	29	0031 Central Maine Power Co
P	999	296.09	01/21/21	29	0031 Central Maine Power Co
P	999	16.31	01/21/21	29	0031 Central Maine Power Co
P	999	92.08	01/21/21	29	0031 Central Maine Power Co
P	999	19.80	01/21/21	29	0031 Central Maine Power Co
P	69543	1,676.00	01/07/21	29	0086 SECRETARY OF STATE (MOTOR VEH)
P	69544	153.00	01/07/21	29	0100 TREAS., STATE OF MAINE (DOGS)
P	69545	3,017.00	01/14/21	29	0086 SECRETARY OF STATE (MOTOR VEH)
P	69546	95.20	01/14/21	29	0101 TREAS.,STATE OF MAINE (Vitals)
R	69747	11,185.34	01/21/21	29	0045 Androscoggin Bank
R	69748	2,129.25	01/21/21	29	0599 Archie's Inc.
R	69749	4,000.00	01/21/21	29	0377 Berry Talbot Royer
R	69750	540.22	01/21/21	29	0635 CPRC Group
R	69751	1,500.00	01/21/21	29	0591 David Ledew
R	69752	279.22	01/21/21	29	0381 Dirigo Architectural Eng, LLC
R	69753	599.10	01/21/21	29	0054 ecomaine
R	69754	8.22	01/21/21	29	0810 Eric Dyer
R	69755	645.42	01/21/21	29	0704 Fabian Oil
R	69756	564.04	01/21/21	29	0043 Fire Tech and Safety
R	69757	95.00	01/21/21	29	0083 Kennebec Cnty Registry Of Deeds
R	69758	120,338.57	01/21/21	29	0056 Kennebec County Treasurer
R	69759	1,162.61	01/21/21	29	0055 KV Humane Society
R	69760	10,569.50	01/21/21	29	0066 Maine Municipal Association
R	69761	9,412.78	01/21/21	29	0065 MAINE MUNICIPAL EMP. HEALTH
R	69762	50.00	01/21/21	29	0940 Ralph Eno
R	69763	60.00	01/21/21	29	0080 READFIELD CORNER WATER ASSOC.
R	69764	506.92	01/21/21	29	0069 Regional School Unit#38
R	69765	220.38	01/21/21	29	0406 SAM'S CLUB
R	69766	90.00	01/21/21	29	0192 SEACOAST SECURITY & TELE.,INC
R	69767	20.00	01/21/21	29	0561 Shredding on Site
R	69768	1,140.00	01/21/21	29	0032 Troiano Waste Service,Inc
R	69769	33.50	01/21/21	29	0765 W.B. Mason Co., Inc
R	69770	10,335.67	01/21/21	29	0709 WASTE MANAGEMENT OF PORTLAND
<b>Total</b>		<b>181,906.68</b>			

**Count**

Checks	35
Voids	0

**Jan. 18, 2021 Warrant Summary**

<b>Warrant #:</b>	<b>Journal #:</b>	<b>Amount</b>	<b>Warrant Type:</b>	<b>SB Reviewer:</b>	<b>Signatures Required:</b>	<b>Approval Date:</b>
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**SUM \$ 199,793.89**

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

# Treasurer's Warrant

Warrant # 31

\$2,006.97

Dates: 1/21/2021

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	\$0	69771-69781 169771-169782
VARIOUS VENDORS	Accounts Payable	\$2,006.97	69782
	Total	\$2,006.97	

Date Signed: 1/22/21

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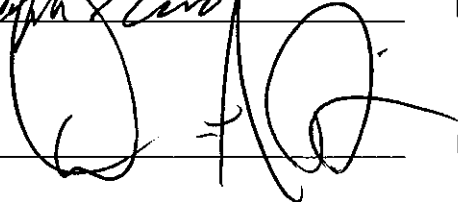
Bruce Bourgoine

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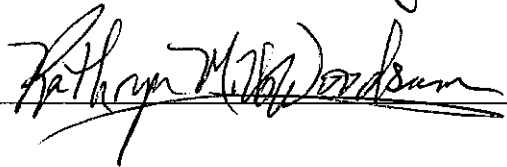
Christine Sammons

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Ralph Eno

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Dennis Price

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Kathryn Woodsum

Readfield  
8:02 AM

**A / P Check Register**  
Bank: Androscoggin Bank

01/20/2021  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	69782	2,006.97	01/21/21	31	0640 Pitney Bowes, Inc
<b>Total</b>		<b>2,006.97</b>			

<b>Count</b>	
Checks	1
Voids	0



**Readfield Select Board**  
**Regular Meeting Minutes – Monday, January 11, 2021 – Unapproved**

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

**Excused:** Christine Sammons

**Others Attending:** Eric Dyer (Town Manager), William Starrett (Channel 7), Kristin Parks (Board Secretary), Romaine Turyn, Cliff Buuck, Alan Hill, Joyce Hill

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

- **21-063 – Minutes: Select Board meeting minutes of December 14, 2020**
  - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes of December 14, 2020 as presented, **second** by Mr. Price. **Vote** 3-0 in favor.
  
- **21-064 – Warrants: #25-28 (FY21)**
  - Mrs. Sammons reviewed Warrants #25 & 26; Mr. Bourgoine gave a review due to Mrs. Sammons excused.
  - **Motion** made by Mr. Bourgoine to approve warrants #25-26 in the amount of \$67,636.14, **second** by Mr. Price. **Vote** 4-0 in favor.
  - Mr. Eno reviewed Warrants #27&28
  - **Motion** made by Mr. Eno to approve warrants #27-28 in the amount of \$372,496.63, **second** by Mrs. Woodsum. **Vote** 4-0 in favor.

**Communications**

- **Select Board Communications**
  - Mrs. Woodsum: Mentioned that the LED lights are fantastic and a lot less money
  
- **Town Staff Reports**
  - Mr. Dyer went over his Town Manager Report dated 01-11-2021
  
- **Boards, Committees, Commissions & Departments**
  - Romaine Turyn of the Age Friday Committee requested approval from the Select Board for the Maine Life Long Community Grant for up to \$2,500. Looking at spending about \$500 to buy a bench to be placed at the hill at the top of the Maranacook Trails and the rest on blue stone for the trails.
  - **Motion** made by Mrs. Woodsum to approve the town to pursue the Maine Life Long Community Grant as presented by Romaine Turyn, **second** by Mr. Price. **Vote** 4-0 in favor.
  
- **Public Communications - Members of the public may address the Select Board on any topic**
  - None

**Appointments, Reappointments & Resignations:**

- **21-065 – Consider the resignation of Deb Doten from the Cemetery Committee**
  - **Motion** made by Mr. Bourgoine to accept the resignation of Deb Doten from the Cemetery Committee with regrets, **second** by Mrs. Woodsum. **Vote** 4-0 in favor.

**Readfield Select Board**  
**Regular Meeting Minutes – Monday, January 11, 2021 – *Unapproved***

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**Old Business:**

- **20-102 – Discuss the local COVID-19 situation and response and take necessary action**
  - Mr. Dyer gave an update. Town staff still following standard protocols for residents along with fellow staff. Fire department members to get vaccinated promptly.
  - Mr. Bourgoine wanted to thank all the staff as it hasn't been easy.

**New Business:**

- **21-066 – Consider a consent agreement for the property at Map 120, Lot 037**
  - Cliff Buuck, Interim CEO, updated the Select Board on the situation for the property located at Map 120/Lot 037 and reviewed the Consent Agreement. Property violation and project is already building is already built. Partial fault of property owner and of the town, permit issued based on just paperwork and not site visit. Not proposing any fines, doesn't see an intentional act. Storm water plan to be done and in process of being completed.
  - **Motion** made by Mrs. Woodsum for the Select Board to approve the consent agreement between the Town of Readfield and Alan and Joyce Hill and the Town Manager to sign, **second** by Mr. Price. **Vote** 4-0 in favor
- **21-067 – Consider the location and installation of four new streetlights**
  - Mr. Dyer went over the four locations as included in the packet: Gorden Rd & Rt 17, Plains Rd & Rt 17, Old Fairgrounds Rd & Rt 17 and Lane Rd & P Ridge Rd.
  - **Motion** made by Mrs. Woodsum to direct the Town Manager for the street light installation as presented in the packet, **second** by Mr. Eno, **Vote** 4-0 in favor.
- **21-068 – Consider next steps for investigating broadband internet and the possibility of a local Fiber to the Home (FTTH) network**
  - Discussion amongst Select Board on information included in the packet. 250 +/- responses on internet survey. Would like to see more public input and take more time before placing on town ballot due to planning, timing and budget. More timing and planning will hopefully help with more community input and involvement. MIL rate impact over a time period of 5 years along with other financial impacts. Internet connection issues are a big impact for residents.
  - Consensus of Select Board to hold off on putting anything on the March Ballot. Straw pole for June where there will be more participation.
  - **Motion** made by Mrs. Woodsum that the Select Board move forward with a straw pole question/questions for the June Town Warrant and that we reform the broadband committee immediately to pursue with the Select Board and the internet situation in Readfield, **second** by Mr. Eno. **Discussion:** Make sure to get a wide range of individuals on the committee that could help benefit towards the committee for input. **Vote** 4-0 in favor.
- **21-069 – Consider any potential ordinance changes for the June Town Meeting**
  - Mr. Bourgoine to work on revising the SB Governance Operating Policies.
  - Mr. Price noticed the General Assistance Ordinance hasn't been revised in 16 years and the Property Tax Relief passed in 2018. Look into the Tax Relief Ordinance for discussion.

**Readfield Select Board**  
**Regular Meeting Minutes – Monday, January 11, 2021 – *Unapproved***

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- **21-070 – Discuss the recent Parks and Recreation Workshop and consider next steps to include development of a 5-year plan**
  - Discussion amongst the Select Board on the information included in the packet and on the direction to go and if there is a Select Board member that would like to work on/with the group.
  - Mr. Bourgoine to work on this committee.

**Other Business, Upcoming Meetings & Future Agenda Items:**

- None

**Motion** made by Mrs. Woodsum to adjourn the meeting at 7:52 pm, **second** by Mr. Eno **Vote** 4-0 in favor.

*Minutes submitted by Kristin Parks, Board Secretary*

# **COMMUNICATIONS**

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

**TRAIL AGREEMENT  
FOR  
CARLETON POND TRAILS  
BETWEEN GREATER AUGUSTA UTILITY DISTRICT (GAUD)  
AND  
THE TOWN OF READFIELD, MAINE**

Greater Augusta Utility District, owners of property located south of the junction of Routes 17 and 135 (Readfield Tax Map 142, Lot 005; Winthrop Tax Map 12, Lot 18) in Readfield and Winthrop, Maine (hereinafter referred to as the "Landowners" which word is intended to include their heirs, successors, and assigns):

Grant permission to the **TOWN OF READFIELD**, a body corporate and politic, located at Kennebec County, Maine (hereinafter referred to as the "Town") to locate, construct and maintain a hiking trail across the Landowners' property east of Carleton Pond as shown on the attached map and to allow for certain non-motorized public recreational use of the trail to include walking, cycling, snowshoeing, and cross-country skiing. No other uses of the trail are permitted under this Agreement. Motorized vehicles and equipment may be permitted for construction, maintenance and inspection of the trail if approved by the Landowner in advance. Use of other portions of the property are prohibited.

This permission is granted for a period of 1 year. The parties will convene annually to review the agreement and amend it, if necessary, for subsequent 1 year periods thereafter. The Landowner may deny access to the property in whole or in part at any time it sees fit for any and all reasons.

The trail shall be constructed and maintained in accordance with best management practices to prevent erosion of soils and contamination of watercourses and the pond itself. Construction and maintenance activities must be approved by the landowner in advance. Typical trail construction and maintenance activities include: placement of fill; clearing trees and other vegetation; construction of water bars, stone steps, bog bridges, erosion control measures, and cairns; installation of directional and informational signs; and painting marks on trees to identify the location of the trail.

The Town of Readfield, acting through its Trails Committee and other committees and departments, agrees to:

- maintain the trail to ensure that it is safe and suitable for public use and does not pose a threat to the environment;
- oversee use of the trail and cooperate with the landowners to prevent and rectify any inappropriate use;
- construct an informational kiosk, and make and post reasonable rules and regulations for safe public use of the trail and property, and to control, limit or prohibit, by postings or other means, any of the following uses: night use, camping, loud activities, motorized use, open fires, hunting, and trapping;
- The Town will not erect any other permanent or temporary structures without the express written permission of the Landowner.

The Landowners agree to:

- Allow conditional public access to the property for designated recreational purposes.
- Allow parking on the property in designated parking areas during daylight hours.
- Construct any additional gate, gates, or other obstructions to control or prevent motorized access to the property from the designated parking area.

The Landowner may elect to close the trail at its sole discretion at any time with the posting of such closure to be coordinated with the Readfield Trails Committee.

The Landowners and the Town claim all of the rights and immunities against liability for injury to the public to the fullest extent of the law under Title 14 M.R.S.A. Section 159-A, et seq. as amended and successor provision thereof (The Maine Recreational Use Statute), Title 14 M.R.S.A. Section 8101 et seq. as amended and successor provision thereof (The Maine Tort Claims Act) and under any other applicable provision of law and equity.

In witness hereof, the parties hereto have executed this Agreement as of the last date written below.

**LANDOWNERS**

\_\_\_\_\_ Witness

\_\_\_\_\_ Date

\_\_\_\_\_ Witness

\_\_\_\_\_ Date

**TOWN OF READFIELD**

\_\_\_\_\_ Witness

\_\_\_\_\_ Date

READFIELD COMMUNITY LIBRARY  
BOARD OF TRUSTEES BOARD MEETING  
DECEMBER 2, 2020

The meeting was called to order at 6:37 (via Zoom) by Chair, Pam Mitchell.  
All Trustees were present.

Secretary's Report: The minutes were approved.

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

Librarian's Report:

- Story Walk Grant: We received a grant for just under \$800.00 through "Let's Go/Healthy Communities of the Capital Area". Monies are dispersed directly to Readfield Elementary School, as they are the official "Let's Go" site. With this grant, Story Walk posts will be built on trails behind the Library and behind the Elementary School. More information will be coming. Thank you to Melissa for writing the grant and to Pam Mitchell, Pat Clark, and Jada Clark (at the Readfield Elementary School) for help with researching this grant.
- Diverse Bookfinder Grant: Melissa submitted an application. Waiting to hear if it is accepted, if not, it was still a very valuable experience for Melissa.
- Maine State Library Updates related to pandemic: The MSL/CDC likely will be asking libraries to help spread word about vaccine information and locations, etc. More to follow.
- Ongoing Book Sale Table: Even though book sale was officially over on Nov.14, we received \$28.00 more since last report.
- 2020 Collection Weeding Project: Only one collection left to be weeded this year.
- Library Phased Reopening and Coronavirus-related Concerns: All library services continue to be offered. Lending is by curbside pickup or in-library by appointment only. Volunteers will not be helping at the circulation desk during library open hours.
- Programming/Event Statistics for November 2020: Zoom story time continues weekly. Cloud Library Workshop was held twice with 8 people attending. November Book Group and Author Q &A was held with 16 attending. One new Library card was issued and we currently have 380 Facebook followers.
- Upcycled book holiday craft: In lieu of our cancelled tree lighting, patrons of all ages are invited to help decorate inside the library with holiday themed crafts using old discarded books. Patrons can stop by the library for discarded books to use to create. We will add patron creations to our display throughout the month of December.
- Story Time: Themes for December include: Hanukah, Christmas and other holiday traditions. Special collaboration with Pineland Suzuki School will be held on the first Tuesday of each month. The program "Books through Music and Music through books" will feature string musicians of the Pineland Suzuki School playing along with a book about music.
- Take Your Child to the Library Day (Saturday, Feb, 6,2021: Will discuss in January.
- Library Book Group News: December Book Group will meet via Zoom on Dec. 28 at 6;30. Book discussed will be "Sarah's Key" by Tatiana deRosnay. January Book Group will meet via Zoom on January 25 at 6;30. Book discussed will be "The Last Days of Night" by Graham Moore. February Book Group will meet via Zoom on Feb. 22 at 6;30. Book will be "Stamped: Racism, Antiracism, and You" by Jason Reynolds and Ibram X. Kendi. More about this next month.
- Possible Writers' Group: Will discuss more in January.

Thank You Melissa for a very thorough report. We appreciate all that you do.

Old Business:

- Christmas Tree Lighting: Christmas tree is up and lit. Thanks to Steve DeAngelis at Mr. D's Christmas Trees for donating the tree. Thanks to Donna Witherill for donating the wreath on the front door. Thanks to Deb & Rob Peale, Pam Mitchell, and Brenda & Howard Lake for setting up the tree and decorating out front. Thank you for Deb and Betty for the candy cane donations.

New Business:

- Thank you: Thank you to Beverly Monsulick for a donation of a 50+ puzzle to add to our collection. Thank you to Pat Clark and Pam Mitchell for their continued and ongoing work with weekly Story Time.
- Budget for 2012-2022: The library budget was discussed and approved as presented by Sonya Clark. Thank you, Sonya.
- Burn's Night: Discussion about how we could celebrate this year. Deb and Maureen will look into it and report back in January.
- Collection Development: Maureen has offered to assist Melissa with developing our collection of books for the community.

The meeting was adjourned at 7:35.

The next meeting will be held on January 6, at 6:30 via Zoom

Respectfully submitted  
Betty Peterson, Secretary



# OLD BUSINESS

Current Ordinances			
Name	Purpose	Enacted	Last Amended
Addressing Ordinance	To enhance the easy and rapid location of structures by law enforcement, fire, rescue, and emergency medical services personnel in the Town of Readfield.	3/1/2010	6/9/2011
Administrative Ordinance	Streamline the secret ballot process & give certain authority to the Select Board	6/9/2015	7/14/2020
Animal Control Ordinance	To provide regulations in addition to those contained in State Law.	6/11/1985	6/9/2011
Board of Appeals Ordinance	Defines the scope, limitations, and process of appeal	6/13/2017	N/A
Conflict of Interest & Recall Process Ordinance	Rules for any elected or appointed municipal officer or official of the Town concerning conflicts, recall process.	6/13/2013	6/14/2016
Fire Department Ordinance	Appointment of Fire Chief and Duties	3/13/1976	6/9/2015
Firearms Ordinance	Provides for both the safety of the resident and for the peaceful enjoyment and use of property.	6/9/2011	6/9/2015
Floodplain Management Ordinance	Establishes a Flood Hazard Dev. Permit system and review procedure for development activities in the designated flood hazard areas in Town.	6/11/2009	6/9/2011
General Assistance Ordinance	Provides for the administration of a program of general assistance to all eligible persons.	9/25/2013	11/1/2020
Land Use Ordinance	To ensure that land use changes or developments, which may have major or significant impacts on the Town, or parts thereof, will protect the health, safety and welfare of the townspeople, consistent with the goals expressed in the Readfield Comprehensive Plan.	3/20/2000	7/14/2020
Food Sovereignty Ordinance	Permits and support local food production and consumption.	7/14/2020	N/A
Marijuana Establishments Ordinance	Establishes regulations for marijuana related businesses that have been previously approved by "opting-in" at a Town Meeting.	7/14/2020	N/A
Mass Gathering Ordinance	To promote the health, safety and general welfare of the residents of the Town of Readfield and attendees of the mass gathering.	6/20/1978	6/10/1999
Noise Standard	Is to protect the public from unreasonable increases in noise from certain commercial, industrial, manufacturing and assembly operations. Part of LUO...		
Parking Ordinance	Readfield Corner Parking - REPEALED	10/24/1988	N/A
Property Assessed Clean Energy (PACE) Ordinance	Grants residents access to more and better financing for home efficiency and energy saving projects through a partnership with Efficiency Maine.	6/13/2017	N/A
Property Tax Relief Ordinance	Provides tax relief to low income residents through a local program built around the Maine Property Tax Fairness Credit program.	6/12/2018	N/A
Public Ways, Traffic and Parking Ordinance	Comprehensive management of traffic, parking, and road safety and management. Consolidated and replaced several related ordinances Select Board Ordinance, no Town Meeting required.	12/9/2019	N/A

Readfield Waste Disposal & Recycling Ordinance	To control waste material in the Town of Readfield, by providing for the establishment and enforcement rules and regulations.	6/11/1998	6/9/2011
Sludge Management Ordinance	Regulating storage and land application of sludge and other residuals	9/22/1998	6/9/2011
Snow Plowing Ordinance	Control of snow and ice across any public way within Readfield - REPEALED	3/12/1977	N/A
Telecommunication Tower Ordinance	To balance the interests of the residents of Readfield, telecommunication providers and their customer in the siting of telecommunications facilities with Town.	6/11/1998	5/15/2008
Traffic Ordinance	For the purposes of approving Temporary Road Closures in Town. - REPEALED	6/9/2011	N/A

\* The Planning Board may grant waivers

^ There is no explicit appeal process but the ordinance references the Select Board as having authority over the decisions of

Prospective Ordinances / Ordinance Revisions		
Name	Purpose of Ordinance / Revision	Type of Action

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

Readfield Messenger Policy	Establish clear guidelines for content and purpose of the Readfield Messenger		
Record Retention Policy	Supplement FOAA Policy, define record retention		
Roles & Responsibilities of the Readfield Select Board	Readfield Select Board will fulfill the executive functions of the Town.	6/3/2010	1/11/2016
Roles & Responsibilities of the Readfield Town Manager	The Town Manager performs the executive and administrative duties for the Town.	6/3/2010	2/10/2014
Standards of Conduct for Public Meetings	Establishes expected norms for public meetings.	5/1/2016	-
Town Forest Deer Hunting Blind and Tree Stand Policy	Establishes guidelines for blinds and stands in the Town Forest	10/19/2020	-
Trail Agreements & Easements Acceptance Policy	To ensure that conditions have been met regarding each proposal coming from the Trails Committee.	3/25/2015	-
Undesignated Fund Balance Policy	To ensure the well being of the Town of Readfield's financial administration.	3/1/2010	-
Warrant Article Petition Policy	To Establish reasonable rules of procedure for Independent Organization/Entities to add an Article to the Annual Town Meeting Warrant.	2/17/2009	-

**Prospective Policies**

<b>Name</b>	<b>Purpose</b>	<b>Type of Action</b>	

# NEW BUSINESS

# **FY 2022 BUDGET - DRAFT**

Last Updated January 29, 2021

FY 2022 Expenses

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>10 - Administration</b>									
	10 Administration	\$ 237,081	\$ 259,962	\$ 246,159	\$ 270,625	\$ 144,180	\$ 283,795	\$ 13,170	4.87%
	12 Insurance	\$ 116,742	\$ 112,793	\$ 119,921	\$ 140,150	\$ 61,866	\$ 169,003	\$ 28,853	20.59%
	15 Office Equipment	\$ 5,717	\$ 5,914	\$ 7,015	\$ 6,720	\$ 3,320	\$ 6,720	\$ -	0.00%
	20 Assessing	\$ 18,107	\$ 18,171	\$ 17,532	\$ 23,675	\$ 12,026	\$ 23,675	\$ -	0.00%
	30 Code Enforcement	\$ 40,031	\$ 62,100	\$ 29,157	\$ 33,910	\$ 25,272	\$ 60,535	\$ 26,625	78.52%
	40 Planning Board	\$ 419	\$ 125	\$ -	\$ 1,100	\$ 1,043	\$ 1,100	\$ -	0.00%
	50 Appeals Board	\$ 55	\$ -	\$ -	\$ 100	\$ -	\$ 100	\$ -	0.00%
	60 Grant Writing & Planning	\$ -	\$ 5,850	\$ -	\$ 2,000	\$ -	\$ 12,000	\$ 10,000	500.00%
	70 Heating Assistance	\$ 370	\$ -	\$ 1,596	\$ 1,500	\$ 471	\$ 2,500	\$ 1,000	66.67%
	75 Legal Services	\$ -	\$ 25,190	\$ 19,848	\$ 35,000	\$ 6,987	\$ 25,000	\$ (10,000)	-28.57%
<b>10 - Administration</b>		<b>\$ 418,522</b>	<b>\$ 490,105</b>	<b>\$ 441,227</b>	<b>\$ 514,780</b>	<b>\$ 255,166</b>	<b>\$ 584,428</b>	<b>\$ 69,648</b>	<b>13.53%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>12 - Maintenance</b>									
	10 General Maintenance	\$ 73,633	\$ 64,482	\$ 68,885	95,220.00	36,810.30	96,975.00	\$ 1,755	1.84%
	20 Building Maintenance	\$ 24,588	\$ 39,352	\$ 45,156	42,400.00	14,038.03	35,900.00	\$ (6,500)	-15.33%
	30 Vehicle / Equip. Maintenance	\$ 18,452	\$ 5,404	\$ 6,229	7,750.00	7,157.32	8,250.00	\$ 500	6.45%
<b>12 - Maintenance</b>		<b>\$ 116,673</b>	<b>\$ 109,238</b>	<b>\$ 120,269</b>	<b>\$ 145,370</b>	<b>\$ 58,006</b>	<b>\$ 141,125</b>	<b>\$ (4,245)</b>	<b>-2.92%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>25 - Community Services</b>									
	10 Animal Control	\$ 10,618	\$ 11,543	\$ 11,715	\$ 14,180	\$ 6,073	\$ 14,150	\$ (30)	-0.21%
	20 Kennebec Land Trust	\$ -	\$ -	\$ 250	\$ 250	\$ -	\$ 250	\$ -	0.00%
	25 Kennebec Valley COG	\$ 4,295	\$ 4,325	\$ 4,301	\$ 4,500	\$ 4,325	\$ 4,500	\$ -	0.00%
	30 Age Friendly	\$ 219	\$ 8,365	\$ 192	\$ 2,100	\$ 150	\$ 2,100	\$ -	0.00%
	40 Library	\$ 29,468	\$ 41,528	\$ 37,424	\$ 36,405	\$ 16,496	\$ 37,576	\$ 1,171	3.22%
	50 Readfield Public Access TV	\$ 5,638	\$ 4,410	\$ 3,375	\$ 5,415	\$ 4,881	\$ 7,085	\$ 1,670	30.84%
	60 Street Lights	\$ 5,820	\$ 6,020	\$ 6,075	\$ 6,500	\$ 7,323	\$ 4,000	\$ (2,500)	-38.46%
	90 Maranacook Lake Dam	\$ -	\$ -	\$ -	\$ 420	\$ 1,110	\$ 420	\$ -	-
<b>25 - Community Services</b>		<b>\$ 56,058</b>	<b>\$ 76,191</b>	<b>\$ 63,332</b>	<b>\$ 69,770</b>	<b>\$ 40,359</b>	<b>\$ 70,081</b>	<b>\$ 311</b>	<b>0.45%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>30 - Recreation, Parks, &amp; Activities</b>									
	10 Beach	\$ 9,790	\$ 9,039	\$ 8,291	\$ 13,992	\$ 9,626	\$ 17,235	\$ 3,243	23.18%
	20 Recreation Board	\$ 8,736	\$ 9,447	\$ 5,682	\$ 18,086	\$ 74	\$ 18,586	\$ 500	2.76%
	25 Heritage Days	\$ 4,680	\$ -	\$ 7,904	\$ 5,000	\$ 3,000	\$ 5,000	\$ -	0.00%
	30 Conservation Commission	\$ 372	\$ 46,378	\$ -	\$ 3,850	\$ 453	\$ 6,250.00	\$ 2,400	62.34%
	50 Open Space	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000	-
	60 Town Properties	\$ -	\$ 3,199	\$ 480	\$ 3,680	\$ 1,925	\$ 2,750	\$ (930)	-25.27%
	70 Trails	\$ 591	\$ 688	\$ 1,667	\$ 1,804	\$ 3,025	\$ 500	\$ (1,304)	-72.28%
	80 Town Parks	\$ 403	\$ 5,843	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>30 - Recreation, Parks, &amp; Activities</b>		<b>\$ 24,572</b>	<b>\$ 74,595</b>	<b>\$ 24,023</b>	<b>\$ 46,412</b>	<b>\$ 18,104</b>	<b>\$ 60,321</b>	<b>\$ 13,909</b>	<b>29.97%</b>



FY 2022 Expenses

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>40 - Protection</b>									
	10 Fire Department	\$ 70,316	\$ 94,491	\$ 47,718	\$ 67,900	\$ 25,289	\$ 74,425	\$ 6,525	9.61%
	20 Ambulance	\$ 24,032	\$ 25,460	\$ 26,240	\$ 32,162	\$ 32,162	\$ 35,000	\$ 2,838	8.82%
	35 Tower Sites	\$ 38,179	\$ 7,324	\$ 7,695	\$ 4,550	\$ 300	\$ 4,550	\$ -	0.00%
	40 Dispatching	\$ 26,018	\$ 22,619	\$ 33,876	\$ 36,750	\$ 23,973	\$ 36,750	\$ -	0.00%
	70 Emergency Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	-
<b>40 - Protection</b>		<b>\$ 158,545</b>	<b>\$ 149,894</b>	<b>\$ 115,529</b>	<b>\$ 141,362</b>	<b>\$ 81,724</b>	<b>\$ 151,225</b>	<b>\$ 9,863</b>	<b>6.98%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>50 - Cemeteries</b>									
	10 Town Cemeteries	\$ 4,735	\$ 10,666	\$ 8,402	\$ 22,500	\$ 5,207	\$ 22,500	\$ -	0%
<b>50 - Cemeteries</b>		<b>\$ 4,735</b>	<b>\$ 10,666</b>	<b>\$ 8,402</b>	<b>\$ 22,500</b>	<b>\$ 5,207</b>	<b>\$ 22,500</b>	<b>\$ -</b>	<b>.00%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>60 - Roads &amp; Drainage</b>									
	10 Road Maintenance	\$ 31,749	\$ 132,940	\$ 66,256	\$ 121,500	\$ 23,712	\$ 125,200	\$ 3,700	3.05%
	40 Winter Maintenance	\$ 253,466	\$ 261,632	\$ 260,937	\$ 270,650	\$ 120,717	\$ 277,650	\$ 7,000	2.59%
<b>60 - Roads &amp; Drainage</b>		<b>\$ 285,215</b>	<b>\$ 394,571</b>	<b>\$ 327,193</b>	<b>\$ 392,150</b>	<b>\$ 144,429</b>	<b>\$ 402,850</b>	<b>\$ 10,700</b>	<b>2.73%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>65 - Capital Improvements</b>									
	1 Admin. Technology	\$ -	\$ 6,000	\$ -	\$ 14,000	\$ -	\$ -	\$ (14,000)	-
	5 Fire Department	\$ -	\$ -	\$ 6,680	\$ 10,000	\$ -	\$ 10,000	\$ -	-
	10 Fire Station	\$ -	\$ -	\$ -	\$ -	\$ 2,762	\$ -	\$ -	-
	12 Fire Station Addition	\$ -	\$ 27,375	\$ 154,936	\$ 42,351	\$ 537,140	\$ 200,000	\$ 157,649	-
	20 Gile Hall	\$ -	\$ 6,759	\$ 570	\$ 20,000	\$ -	\$ 20,000	\$ -	-
	25 Parks & Recreation	\$ -	\$ 1,055	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	-
	30 Library Building	\$ -	\$ 1,989	\$ 60,871	\$ -	\$ 61,277	\$ 50,000	\$ 50,000	-
	40 Cemetery	\$ -	\$ 8,290	\$ -	\$ 5,000	\$ -	\$ -	\$ (5,000)	-100%
	50 Sidewalks	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 45,000	\$ 40,000	-
	55 Roads	\$ -	\$ 6,908	\$ 97,143	\$ 293,500	\$ 71,528	\$ 200,000	\$ (93,500)	-32%
	65 Equipment	\$ -	\$ 18,405	\$ -	\$ 15,000	\$ 6,177	\$ 15,000	\$ -	0%
	66 Capital Leases	\$ -	\$ 16,138	\$ -	\$ 16,150	\$ 16,148	\$ 6,180	\$ (9,970)	-62%
	70 Transfer Station	\$ -	\$ 67,111	\$ 17,176	\$ 71,980	\$ -	\$ 44,681	\$ (27,299)	-38%
	85 Town Building Improvements	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ (75,000)	-
	90 Maranacook Lake Dam	\$ 1,507	\$ 36,542	\$ 191,837	\$ -	\$ -	\$ -	\$ -	-
<b>65 - Capital Improvements</b>		<b>\$ 1,507</b>	<b>\$ 196,573</b>	<b>\$ 529,214</b>	<b>\$ 567,981</b>	<b>\$ 695,031</b>	<b>\$ 640,861</b>	<b>\$ 72,880</b>	<b>12.83%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>70 - Solid Waste</b>									
	10 Transfer Station	\$ 283,562	\$ 283,736	\$ 280,481	\$ 310,450	\$ 158,665	\$ 317,600	\$ 7,150	2.30%
	50 Backhoe	\$ 12,012	\$ 8,510	\$ 2,391	\$ 2,200	\$ 895	\$ 2,500	\$ 300	13.64%
<b>70 - Solid Waste</b>		<b>\$ 295,574</b>	<b>\$ 292,246</b>	<b>\$ 282,872</b>	<b>\$ 312,650</b>	<b>\$ 159,560</b>	<b>\$ 320,100</b>	<b>\$ 7,450</b>	<b>2.38%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>75 - Education</b>									
	10 RSU #38	\$ 3,527,596	\$ 3,556,960	\$ 3,710,394	\$ 3,634,908	\$ 1,817,454	\$ 3,634,908	\$ -	.00%
<b>75 - Education</b>		<b>\$ 3,527,596</b>	<b>\$ 3,556,960</b>	<b>\$ 3,710,394</b>	<b>\$ 3,634,908</b>	<b>\$ 1,817,454</b>	<b>\$ 3,634,908</b>	<b>\$ -</b>	<b>.00%</b>

FY 2022 Expenses

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>80 - Regional Organizations</b>									
	10 Cobbossee Watershed District	\$ 21,436	\$ 22,079	\$ 22,797	\$ 23,550	\$ 15,198	\$ 24,000	\$ 450	1.91%
	40 First Park	\$ 12,224	\$ 24,097	\$ 24,796	\$ 25,000	\$ 12,118	\$ 25,000	\$ -	0.00%
<b>80 - Regional Organizations</b>		<b>\$ 33,660</b>	<b>\$ 46,176</b>	<b>\$ 47,593</b>	<b>\$ 48,550</b>	<b>\$ 27,316</b>	<b>\$ 49,000</b>	<b>\$ 450</b>	<b>.93%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>81 - County Tax</b>									
	20 Kennebec County Tax	\$ 259,977	\$ 266,694	\$ 285,399	\$ 300,847	\$ 180,508	\$ 310,000	\$ 9,153	3.04%
<b>81 - County Tax</b>		<b>\$ 259,977</b>	<b>\$ 266,694</b>	<b>\$ 285,399</b>	<b>\$ 300,847</b>	<b>\$ 180,508</b>	<b>\$ 310,000</b>	<b>\$ 9,153</b>	<b>3.04%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>85 - Debt Service</b>									
	10 Fire Truck (2023 payoff)	\$ 56,857	\$ 56,238	\$ 55,583	\$ 54,884	\$ 53,622	\$ 54,132	\$ (752)	- 1.37%
	25 2013 Road Bond (2021 payoff)	\$ 109,117	\$ 109,117	\$ -	\$ 106,737	\$ 103,649	\$ -	\$ (106,737)	-100.00%
	40 Maranacook Lake Outlet Dam (2020)	\$ -	\$ 2,074	\$ 19,973	\$ 19,242	\$ 17,898	\$ 19,242	\$ -	0.00%
	70 2008 Road Bond (2019 payoff)	\$ 162,501	\$ 156,833	\$ -	\$ -	\$ -	\$ -	\$ -	-
	80 2020 Muni. Build. Bond (2034 pay)	\$ -	\$ -	\$ -	\$ 16,100	\$ 4,445	\$ 46,442	\$ 30,342	-
<b>85 - Debt Service</b>		<b>\$ 328,475</b>	<b>\$ 324,262</b>	<b>\$ 75,556</b>	<b>\$ 196,963</b>	<b>\$ 179,615</b>	<b>\$ 119,816</b>	<b>\$ (77,147)</b>	<b>-39.17%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>90 - Unclassified</b>									
	10 Overlay (Abatement / Overdraft)	\$ 14,440	\$ 13,895	\$ 3,472	\$ 50,000	\$ 1,207	\$ 50,000	\$ -	0.00%
	15 Local Property Tax Relief	\$ -	\$ -	\$ 383	\$ 10,000	\$ -	\$ 10,000	\$ -	0.00%
	20 Non-profit Agencies	\$ 9,857	\$ 14,036	\$ 13,148	\$ 14,535	\$ 14,285	\$ 15,000	\$ 465	3.20%
	40 Contingency	\$ -	\$ 3,049	\$ 1,875	\$ 25,000	\$ 1,187	\$ 25,000	\$ -	0.00%
	50 Snowmobiling	\$ 940	\$ 1,377	\$ 1,344	\$ 1,476	\$ 1,476	\$ 1,500	\$ 24	1.63%
	60 Readfield Enterprise Fund	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	0.00%
	90 Revaluation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	0.00%
<b>90 - Unclassified</b>		<b>\$ 25,237</b>	<b>\$ 18,462</b>	<b>\$ 20,222</b>	<b>\$ 121,011</b>	<b>\$ 18,154</b>	<b>\$ 121,500</b>	<b>\$ 489</b>	<b>.40%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>95 - General Assistance</b>									
	10 General Assistance	\$ 1,880	\$ 682	\$ 188	\$ 10,000	\$ 211	\$ 10,000	\$ -	0.00%
<b>95 - General Assistance</b>		<b>\$ 1,880</b>	<b>\$ 682</b>	<b>\$ 188</b>	<b>\$ 10,000</b>	<b>\$ 211</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>.00%</b>

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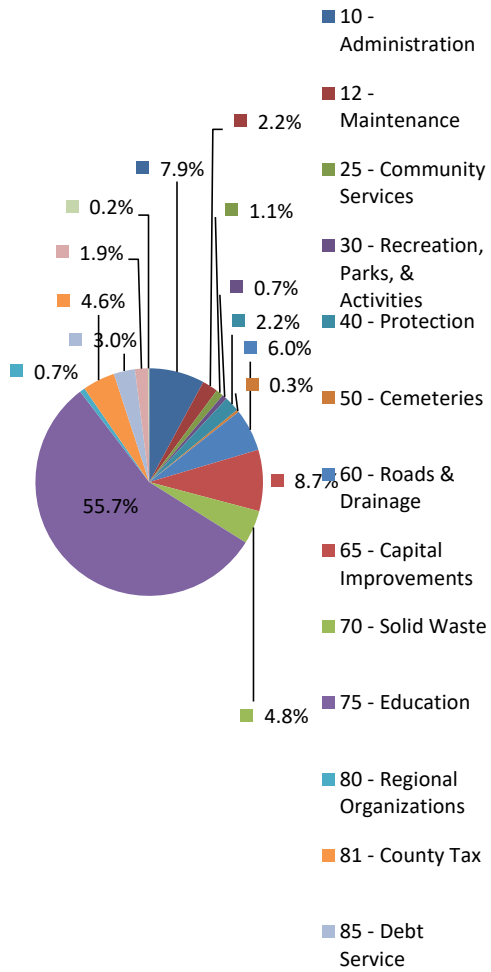
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TOTAL \$ 5,538,227 \$ 6,007,317 \$ 6,051,412 \$ 6,525,254 \$ 3,680,843 \$ 6,638,715 \$ 113,461 1.7%

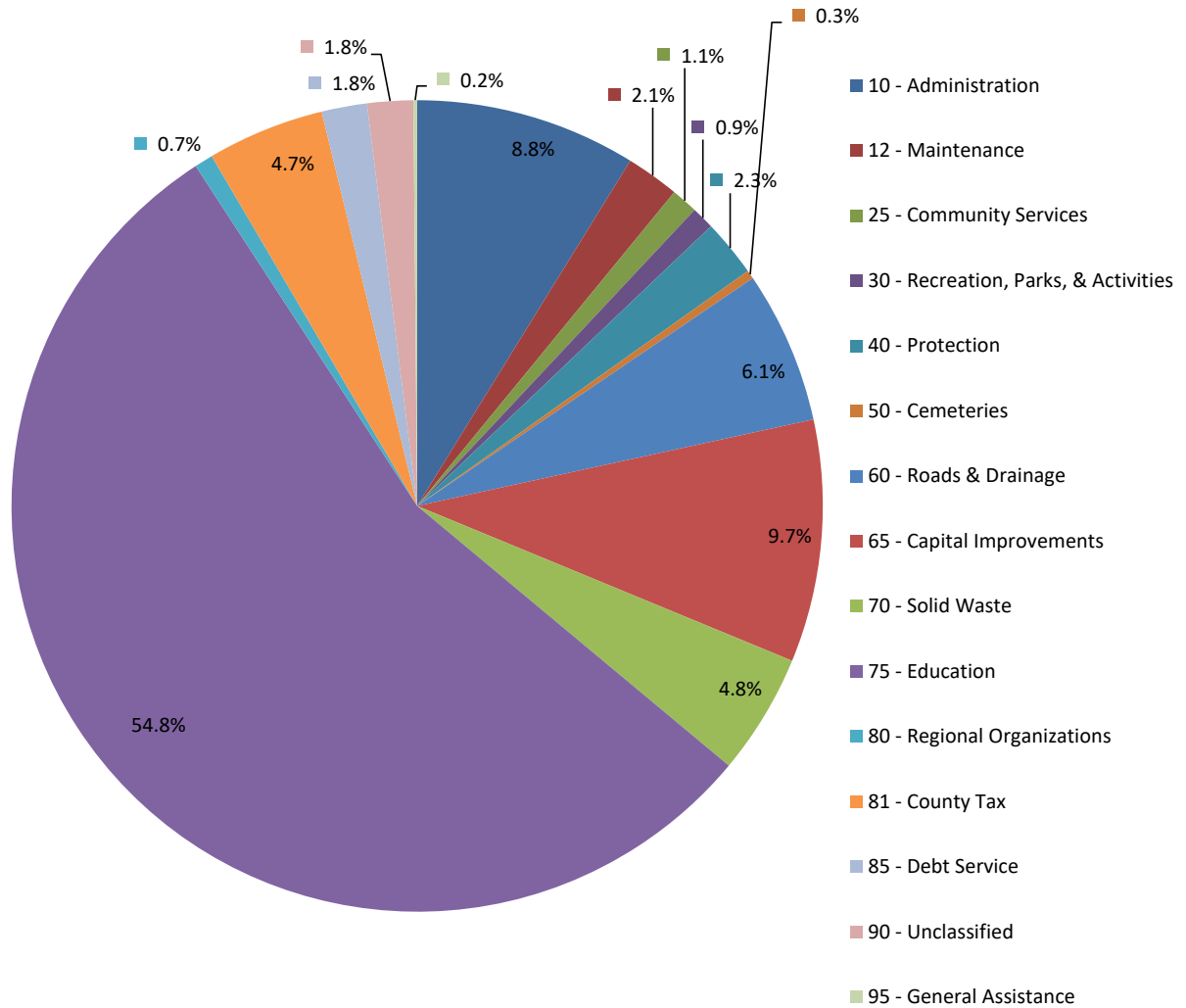
FY 2022 Expenses

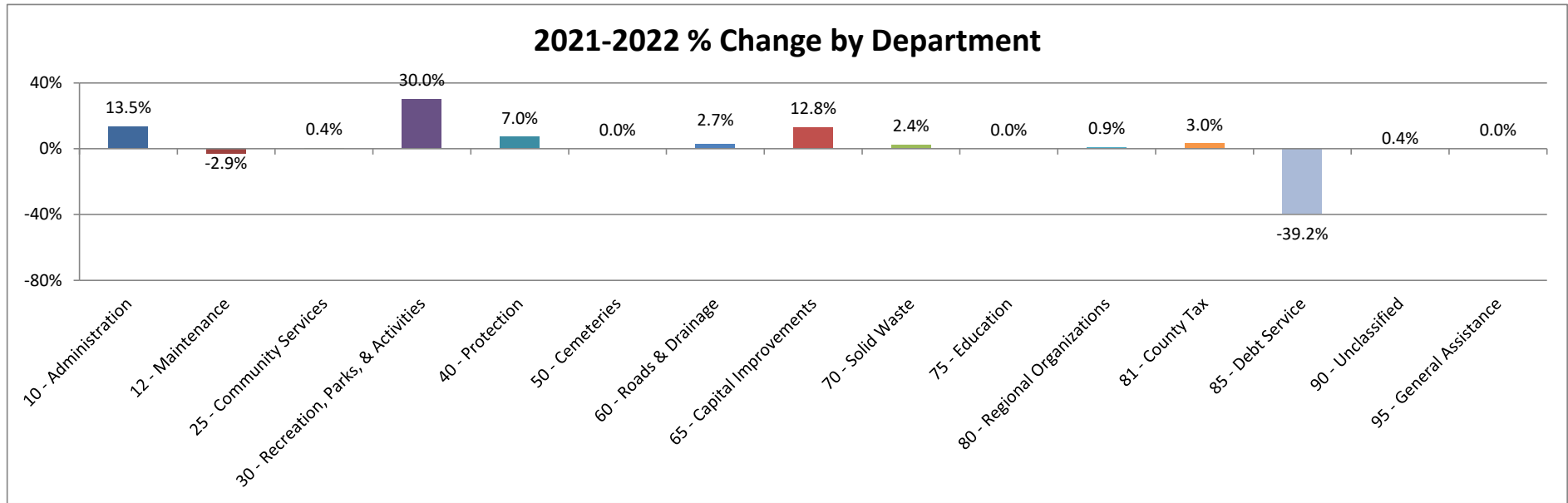
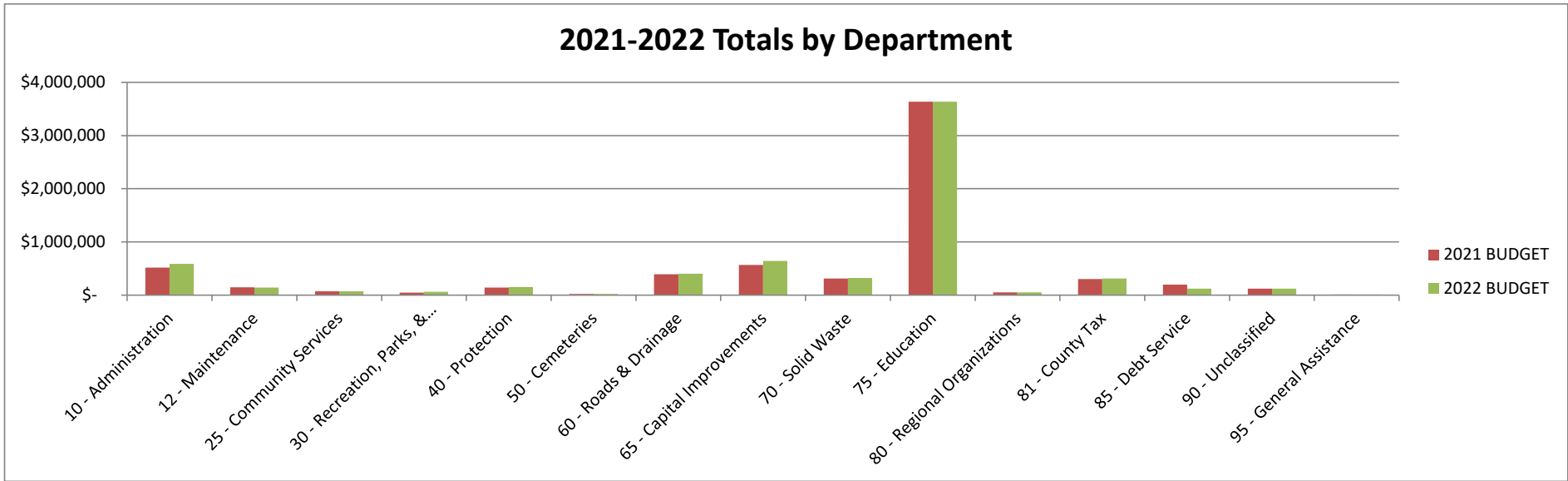
DEPARTMENT SUMMARY - EXPENSE									
DEPARTMENT	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %	
10 - Administration	\$ 418,522	\$ 490,105	\$ 441,227	\$ 514,780	\$ 255,166	\$ 584,428	\$ 69,648	13.5%	
12 - Maintenance	\$ 116,673	\$ 109,238	\$ 120,269	\$ 145,370	\$ 58,006	\$ 141,125	\$ (4,245)	-2.9%	
25 - Community Services	\$ 56,058	\$ 76,191	\$ 63,332	\$ 69,770	\$ 40,359	\$ 70,081	\$ 311	0.4%	
30 - Recreation, Parks, & Activities	\$ 24,572	\$ 74,595	\$ 24,023	\$ 46,412	\$ 18,104	\$ 60,321	\$ 13,909	30.0%	
40 - Protection	\$ 158,545	\$ 149,894	\$ 115,529	\$ 141,362	\$ 81,724	\$ 151,225	\$ 9,863	7.0%	
50 - Cemeteries	\$ 4,735	\$ 10,666	\$ 8,402	\$ 22,500	\$ 5,207	\$ 22,500	\$ -	0.0%	
60 - Roads & Drainage	\$ 285,215	\$ 394,571	\$ 327,193	\$ 392,150	\$ 144,429	\$ 402,850	\$ 10,700	2.7%	
65 - Capital Improvements	\$ 1,507	\$ 196,573	\$ 529,214	\$ 567,981	\$ 695,031	\$ 640,861	\$ 72,880	12.8%	
70 - Solid Waste	\$ 295,574	\$ 292,246	\$ 282,872	\$ 312,650	\$ 159,560	\$ 320,100	\$ 7,450	2.4%	
75 - Education	\$ 3,527,596	\$ 3,556,960	\$ 3,710,394	\$ 3,634,908	\$ 1,817,454	\$ 3,634,908	\$ -	0.0%	
80 - Regional Organizations	\$ 33,660	\$ 46,176	\$ 47,593	\$ 48,550	\$ 27,316	\$ 49,000	\$ 450	0.9%	
81 - County Tax	\$ 259,977	\$ 266,694	\$ 285,399	\$ 300,847	\$ 180,508	\$ 310,000	\$ 9,153	3.0%	
85 - Debt Service	\$ 328,475	\$ 324,262	\$ 75,556	\$ 196,963	\$ 179,615	\$ 119,816	\$ (77,147)	-39.2%	
90 - Unclassified	\$ 25,237	\$ 18,462	\$ 20,222	\$ 121,011	\$ 18,154	\$ 121,500	\$ 489	0.4%	
95 - General Assistance	\$ 1,880	\$ 682	\$ 188	\$ 10,000	\$ 211	\$ 10,000	\$ -	0.0%	
<b>TOTAL</b>	<b>\$ 5,538,227</b>	<b>\$ 6,007,317</b>	<b>\$ 6,051,412</b>	<b>\$ 6,525,254</b>	<b>\$ 3,680,843</b>	<b>\$ 6,638,715</b>	<b>\$ 113,461</b>	<b>1.7%</b>	

### 2021 Budget Expenses by Department

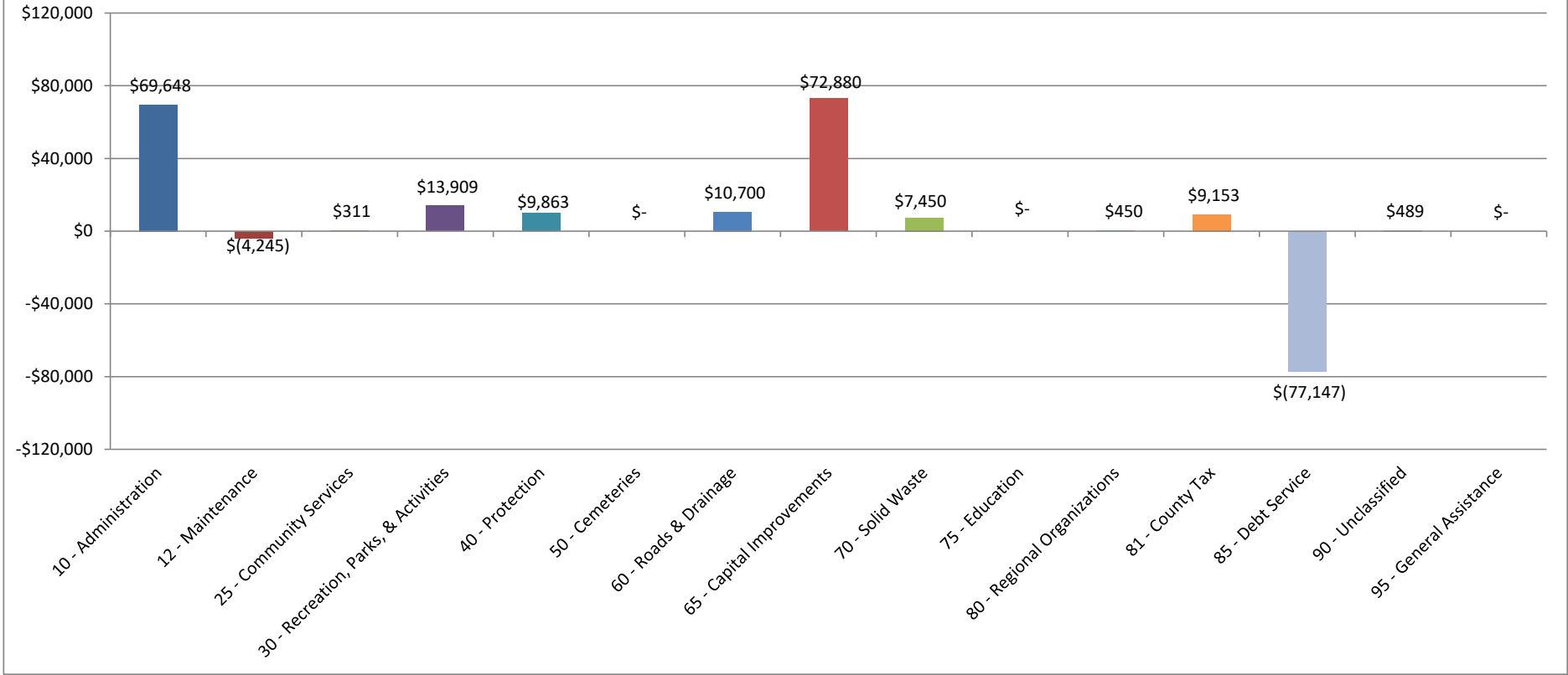


### 2022 Budget Expenses by Department





### 2021-2022 \$ Change by Department



FY 2022 Revenues

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>10- ADMINISTRATION</b>									
1011	REAL ESTATE PROPERTY TAX	\$ 4,504,407	\$ 4,604,787	\$ 4,676,344	\$ 4,594,169	\$ 4,594,169	\$ 4,664,248	\$ 70,079	1.5%
1012	PERSONAL PROPERTY TAX	\$ 42,234	\$ 33,798	\$ 32,524	\$ 21,961	\$ 21,961	\$ 20,178	\$ (1,783)	-8.1%
1013	STATE REVENUE SHARING	\$ 137,773	\$ 154,347	\$ 230,696	\$ 200,000	\$ 148,476	\$ 225,000	\$ 25,000	12.5%
1014	INTEREST ON TAXES	\$ 34,139	\$ 30,376	\$ 32,852	\$ 30,000	\$ 14,014	\$ 30,000	\$ -	0.0%
1021	INVESTMENT INCOME	\$ 7,484	\$ 11,398	\$ 13,885	\$ 2,000	\$ 6,269	\$ 6,000	\$ 4,000	200.0%
1031	VETERANS EXEMPTION	\$ 3,909	\$ 3,890	\$ 2,802	\$ 4,000	\$ 2,876	\$ 4,000	\$ -	0.0%
1032	HOMESTEAD EXEMPTION	\$ 138,363	\$ 175,968	\$ 180,460	\$ 236,072	\$ 240,493	\$ 216,899	\$ (19,173)	-8.1%
1033	TREE GROWTH REIMBURSEMENT	\$ 9,358	\$ 9,093	\$ 8,553	\$ 9,000	\$ 8,302	\$ 9,000	\$ -	0.0%
1034	BETE REIMBURSEMENT	\$ 8,474	\$ 15,612	\$ 12,661	\$ 7,748	\$ 7,748	\$ 7,119	\$ (629)	-8.1%
1041	COVID-19	\$ -	\$ -	\$ -	\$ -	\$ 16,049	\$ -	\$ -	-
1051	BOAT EXCISE TAXES	\$ 7,792	\$ 7,505	\$ 7,974	\$ 7,000	\$ 1,416	\$ 7,500	\$ 500	7.1%
1052	MOTOR VEHICLE TAXES	\$ 541,599	\$ 573,684	\$ 600,150	\$ 517,500	\$ 347,937	\$ 575,000	\$ 57,500	11.1%
1053	AGENT FEE	\$ 10,792	\$ 10,571	\$ 12,201	\$ 9,000	\$ 7,819	\$ 9,000	\$ -	0.0%
1054	NEWSLETTER ADS	\$ -	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	0.0%
1056	NOTICE FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	-
1060	BUSINESS LICENSE FEES	\$ 80	\$ 30	\$ 30	\$ 50	\$ 40	\$ 50	\$ -	0.0%
1065	CERTIFIED COPY FEES	\$ 1,505	\$ 1,538	\$ 1,541	\$ 1,500	\$ 774	\$ 1,500	\$ -	0.0%
1090	OTHER INCOME	\$ 56,774	\$ 25,071	\$ 6,377	\$ 5,000	\$ 2,662	\$ 5,000	\$ -	0.0%
1095	Heating Assistance	\$ 1,216	\$ 2,177	\$ 2,794	\$ 1,500	\$ 1,549	\$ 2,500	\$ 1,000	66.7%
3010	PLUMBING FEES	\$ 4,688	\$ 5,420	\$ 4,800	\$ 4,000	\$ 3,375	\$ 5,000	\$ 1,000	25.0%
3020	LAND USE FEES	\$ 6,254	\$ 5,966	\$ 6,209	\$ 4,500	\$ 5,389	\$ 6,000	\$ 1,500	33.3%
3040	INTERLOCAL CEO	\$ -	\$ -	\$ -	\$ -	\$ 17,020	\$ 36,135	\$ 36,135	#DIV/0!
5000	Use of Undesignated Funds	\$ 217,731	\$ -	\$ -	\$ 302,117	\$ -	\$ 250,000	\$ (52,117)	-17.3%
5001	Use of Carry Forward	\$ 184,818	\$ -	\$ -	\$ 206,951	\$ -	\$ 114,270	\$ (92,681)	-44.8%
5033	Use of Trust Funds	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ (5,000)	-
<b>10- ADMINISTRATION</b>		<b>\$ 5,919,390</b>	<b>\$ 5,671,331</b>	<b>\$ 5,832,953</b>	<b>\$ 6,169,168</b>	<b>\$ 5,448,439</b>	<b>\$ 6,194,998</b>	<b>\$ 25,830</b>	<b>0.4%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>12 - MAINTENANCE</b>									
4010	FUEL TAX	\$ 212	\$ 118	\$ 178	\$ -	\$ -	\$ 200	\$ 200	-
<b>12 - MAINTENANCE</b>		<b>\$ 212</b>	<b>\$ 118</b>	<b>\$ 178</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>-</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>25 COMMUNITY SERVICES</b>									
1010	ANIMAL CONTROL DOG LICENSE FEE	\$ 2,837	\$ 2,137	\$ 2,094	\$ 2,500	\$ 439	\$ 2,500	\$ -	0.0%
1011	Rabies Clinic	\$ 840	\$ 570	\$ 795	\$ 1,000	\$ 360	\$ 1,000	\$ -	-
1012	DOG VACCINATION FUND	\$ 390	\$ 115	\$ 30	\$ -	\$ 30	\$ 50	\$ 50	-
3000	AGE FRIENDLY	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	-
4005	LIBRARY DONATIONS	\$ 2,003	\$ 27,071	\$ 2,537	\$ 1,300	\$ 1,320	\$ 1,300	\$ -	0.0%
4010	LIBRARY SALE PROCEEDS	\$ 1,476	\$ 1,217	\$ 1,071	\$ 1,290	\$ 144	\$ 1,290	\$ -	-
4015	Library Front Desk Contributions	\$ 495	\$ 438	\$ 316	\$ 452	\$ 105	\$ 452	\$ -	0.0%
4020	Library Non Res Patrons	\$ 70	\$ 125	\$ 100	\$ 125	\$ 25	\$ 125	\$ -	0.0%
5010	CABLE TV FRANCHISE FEES	\$ 28,391	\$ 30,828	\$ 14,955	\$ 29,000	\$ 15,055	\$ 30,000	\$ 1,000	3.4%
<b>25 COMMUNITY SERVICES</b>		<b>\$ 36,502</b>	<b>\$ 70,501</b>	<b>\$ 21,898</b>	<b>\$ 35,667</b>	<b>\$ 17,478</b>	<b>\$ 36,717</b>	<b>\$ 1,050</b>	<b>2.9%</b>

FY 2022 Revenues

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>30 RECREATION, PARKS,&amp; ACTIVITIES</b>									
1010	BEACH INCOME	\$ 7,814	\$ 7,008	\$ 9,644	\$ 9,992	\$ 3,604	\$ 3,500	\$ (6,492)	-65.0%
2021	REC BOARD - BASEBALL	\$ 2,420	\$ 2,519	\$ 420	\$ 2,920	\$ -	\$ 2,920	\$ -	0.0%
2022	REC BOARD - SOCCER	\$ 2,050	\$ 2,135	\$ 1,955	\$ 2,100	\$ -	\$ 2,100	\$ -	0.0%
2023	REC BOARD - SWIMMING	\$ -	\$ -	\$ -	\$ 4,500	\$ -	\$ 4,500	\$ -	-
2024	REC BOARD - Basketball	\$ 3,620	\$ 3,090	\$ 4,065	\$ 3,150	\$ -	\$ 3,150	\$ -	0.0%
2025	REC BOARD - OTHER RECREATION	\$ 73	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	-
2026	Rec Board - Softball	\$ 1,215	\$ 1,382	\$ 178	\$ 1,540	\$ -	\$ 1,540	\$ -	0.0%
2027	Rec Board - Interlocal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	-
2073	HD - MERCHANDISE SALES	\$ 2,926	\$ 66	\$ 368	\$ -	\$ -	\$ -	\$ -	-
3015	Conservation Donations / Grants	\$ 38	\$ 23,162	\$ -	\$ -	\$ 15	\$ -	\$ -	-
7010	Trails	\$ 250	\$ 100	\$ 2,830	\$ -	\$ 350	\$ -	\$ -	-
<b>30 RECREATION, PARKS,&amp; ACTIVITIES</b>		<b>\$ 20,406</b>	<b>\$ 39,500</b>	<b>\$ 19,460</b>	<b>\$ 24,202</b>	<b>\$ 3,969</b>	<b>\$ 18,210</b>	<b>\$ (5,992)</b>	<b>-24.8%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>40 PROTECTION</b>									
1010	FIRE DEPARTMENT DONATIONS	\$ 41	\$ 223	\$ -	\$ -	\$ 500	\$ -	\$ -	-
1035	FD Burn Permits online	\$ 270	\$ 266	\$ 338	\$ 250	\$ -	\$ 250	\$ -	0.0%
3500	Tower Sites	\$ 17,200	\$ 2,600	\$ 4,932	\$ 3,200	\$ -	\$ 3,200	\$ -	0.0%
4050	FD Safety Grant	\$ -	\$ 886	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>40 PROTECTION</b>		<b>\$ 17,511</b>	<b>\$ 3,975</b>	<b>\$ 5,270</b>	<b>\$ 3,450</b>	<b>\$ 500</b>	<b>\$ 3,450</b>	<b>\$ -</b>	<b>0.0%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>50 CEMETERIES</b>									
5020	Donations	\$ 21	\$ 300	\$ 100	\$ -	\$ -	\$ -	\$ -	-
<b>50 CEMETERIES</b>		<b>\$ 21</b>	<b>\$ 300</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>60 Roads &amp; Drainage</b>									
2010	LOCAL ROAD ASSISTANCE	\$ 35,924	\$ 35,612	\$ 36,560	\$ 30,000	\$ 34,164	\$ 32,000	\$ 2,000	6.7%
2020	HIGHWAY INCOME	\$ -	\$ 1,794	\$ -	\$ -	\$ 150	\$ -	\$ -	-
4010	Fuel Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -	\$ -	-
<b>60 Roads &amp; Drainage</b>		<b>\$ 35,924</b>	<b>\$ 37,406</b>	<b>\$ 36,560</b>	<b>\$ 30,000</b>	<b>\$ 34,314</b>	<b>\$ 32,000</b>	<b>\$ 2,000</b>	<b>6.7%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>65 CAPITAL IMPROVEMENTS</b>									
6512	Building (FD + Lib.) Bond + donation	\$ -	\$ -	\$ 578,000	\$ 25,000	\$ -	\$ -	\$ (25,000)	-
6525	Ballfields	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	-
6550	Sidewalks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,000	\$ 36,000	-
6570	Transfer Station (Fayette & Wayne)	\$ 18,578	\$ 8,841	\$ 16,189	\$ 12,132	\$ 5,444	\$ 14,469	\$ 2,337	19.3%
6590	Maranacook Lake Dam	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>65 CAPITAL IMPROVEMENTS</b>		<b>\$ 18,578</b>	<b>\$ 168,841</b>	<b>\$ 594,189</b>	<b>\$ 37,132</b>	<b>\$ 5,444</b>	<b>\$ 95,469</b>	<b>\$ 58,337</b>	<b>157.1%</b>



FY 2022 Revenues

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>70 SOLID WASTE</b>									
7010	TRANSFER STATION FEES	\$ 35,161	\$ 31,582	\$ 59,906	\$ 40,800	\$ 39,258	\$ 60,000	\$ 19,200	47.1%
7021	TS RECYCLE/COMPOST	\$ 16	\$ 56	\$ 24	\$ 500	\$ 8	\$ 500	\$ -	-
7023	TS RECYCLABLES - METAL	\$ 16,272	\$ 10,617	\$ 9,957	\$ 11,000	\$ 6,360	\$ 10,000	\$ (1,000)	-9.1%
7025	TS RECYCLABLES - OTHER	\$ 40	\$ 631	\$ 467	\$ -	\$ 552	\$ 500	\$ 500	-
7026	TS Single Sort Recycling	\$ 1,538	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	-
7030	TS BACKHOE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
7040	Commercial Haulers Permits	\$ 450	\$ 450	\$ 500	\$ 600	\$ -	\$ 500	\$ (100)	-16.7%
7050	TS GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
7079	TS REVENUES - FAYETTE SHARE	\$ 59,431	\$ 59,232	\$ 64,133	\$ 71,392	\$ 38,365	\$ 68,118	\$ (3,274)	-4.6%
7090	TS REVENUES - WAYNES SHARE	\$ 82,054	\$ 75,174	\$ 71,194	\$ 80,258	\$ 39,453	\$ 76,577	\$ (3,681)	-4.6%
<b>70 SOLID WASTE</b>		<b>\$ 194,962</b>	<b>\$ 177,742</b>	<b>\$ 206,680</b>	<b>\$ 204,550</b>	<b>\$ 123,997</b>	<b>\$ 216,195</b>	<b>\$ 11,645</b>	<b>5.7%</b>

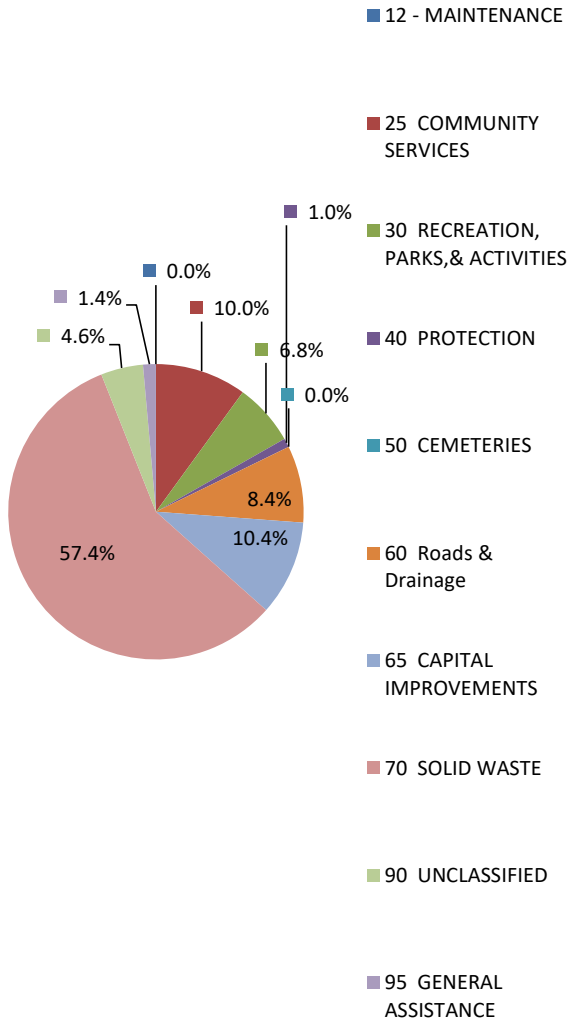
DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>90 UNCLASSIFIED</b>									
1250	First Park Revenue	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 25,000	\$ 10,000	66.7%
3010	Snowmobile Fees	\$ 1,377	\$ 1,344	\$ 1,476	\$ 1,476	\$ -	\$ 1,476	\$ -	0.0%
4010	Readfield Enterprise Fund	\$ 389	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	-
<b>90 UNCLASSIFIED</b>		<b>\$ 1,766</b>	<b>\$ 1,344</b>	<b>\$ 1,476</b>	<b>\$ 16,476</b>	<b>\$ -</b>	<b>\$ 36,476</b>	<b>\$ 20,000</b>	<b>121.4%</b>

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
<b>95 GENERAL ASSISTANCE</b>									
1010	GENERAL ASSIST-STATE REVENUE	\$ 1,316	\$ 478	\$ 132	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
<b>95 GENERAL ASSISTANCE</b>		<b>\$ 1,316</b>	<b>\$ 478</b>	<b>\$ 132</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>0.0%</b>

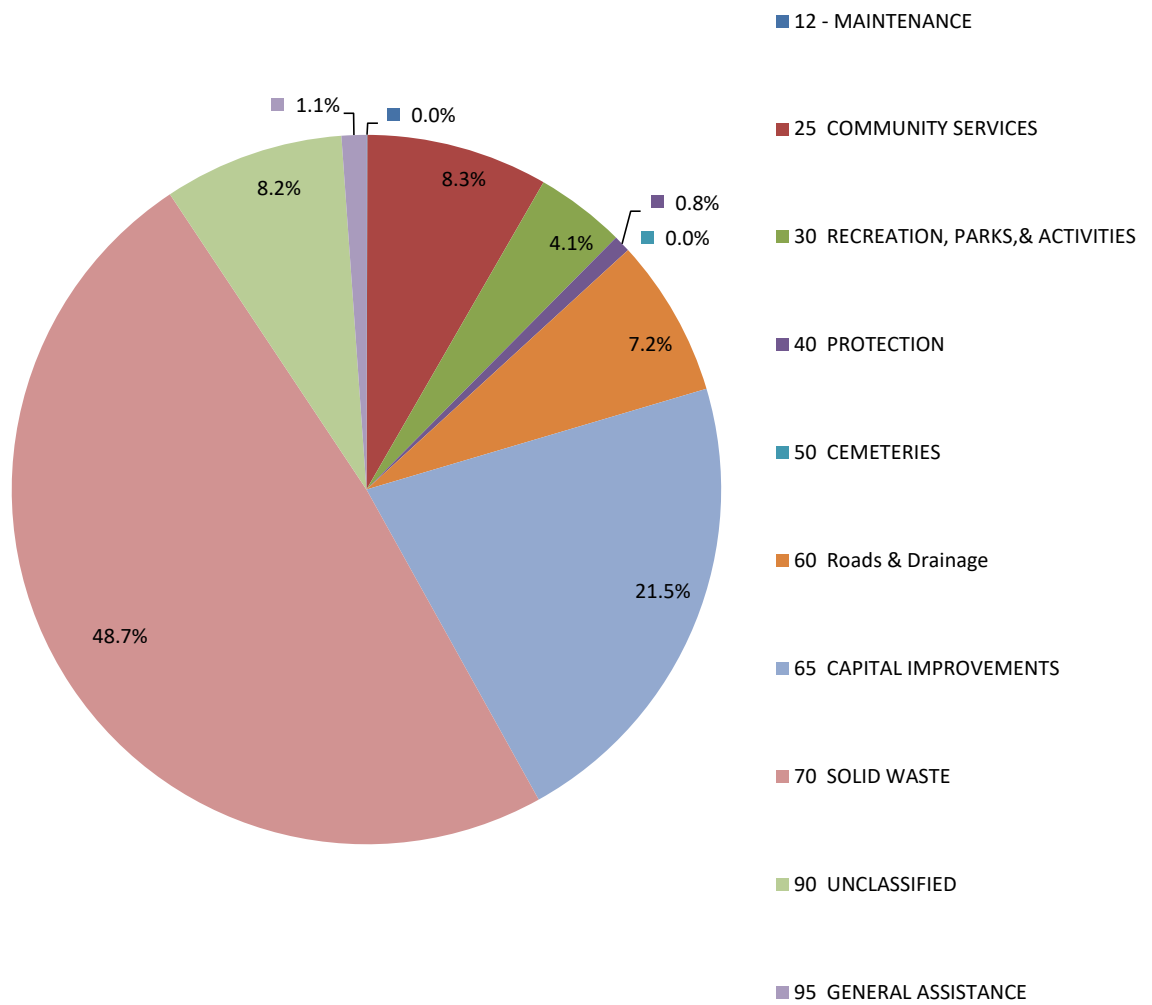
**TOTAL \$ 6,246,588 \$ 6,171,537 \$ 6,718,896 \$ 6,525,645 \$ 5,634,140 \$ 6,638,715 \$ 113,070 1.7%**

<b>DEPARTMENT SUMMARY - REVENUE</b>									
DEPARTMENT		2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
10-	ADMINISTRATION	\$ 5,919,390	\$ 5,671,331	\$ 5,832,953	\$ 6,169,168	\$ 5,448,439	\$ 6,194,998	\$ 25,830	0.4%
12 -	MAINTENANCE	\$ 212	\$ 118	\$ 178	\$ -	\$ -	\$ 200	\$ 200	-
25	COMMUNITY SERVICES	\$ 36,502	\$ 70,501	\$ 21,898	\$ 35,667	\$ 17,478	\$ 36,717	\$ 1,050	2.9%
30	RECREATION, PARKS,& ACTIVITIES	\$ 20,406	\$ 39,500	\$ 19,460	\$ 24,202	\$ 3,969	\$ 18,210	\$ (5,992)	-24.8%
40	PROTECTION	\$ 17,511	\$ 3,975	\$ 5,270	\$ 3,450	\$ 500	\$ 3,450	\$ -	0.0%
50	CEMETERIES	\$ 21	\$ 300	\$ 100	\$ -	\$ -	\$ -	\$ -	-
60	Roads & Drainage	\$ 35,924	\$ 37,406	\$ 36,560	\$ 30,000	\$ 34,314	\$ 32,000	\$ 2,000	6.7%
65	CAPITAL IMPROVEMENTS	\$ 18,578	\$ 168,841	\$ 594,189	\$ 37,132	\$ 5,444	\$ 95,469	\$ 58,337	157.1%
70	SOLID WASTE	\$ 194,962	\$ 177,742	\$ 206,680	\$ 204,550	\$ 123,997	\$ 216,195	\$ 11,645	5.7%
90	UNCLASSIFIED	\$ 1,766	\$ 1,344	\$ 1,476	\$ 16,476	\$ -	\$ 36,476	\$ 20,000	121.4%
95	GENERAL ASSISTANCE	\$ 1,316	\$ 478	\$ 132	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
<b>TOTAL</b>		<b>\$ 6,246,588</b>	<b>\$ 6,171,537</b>	<b>\$ 6,718,896</b>	<b>\$ 6,525,645</b>	<b>\$ 5,634,140</b>	<b>\$ 6,638,715</b>	<b>\$ 113,070</b>	<b>1.7%</b>

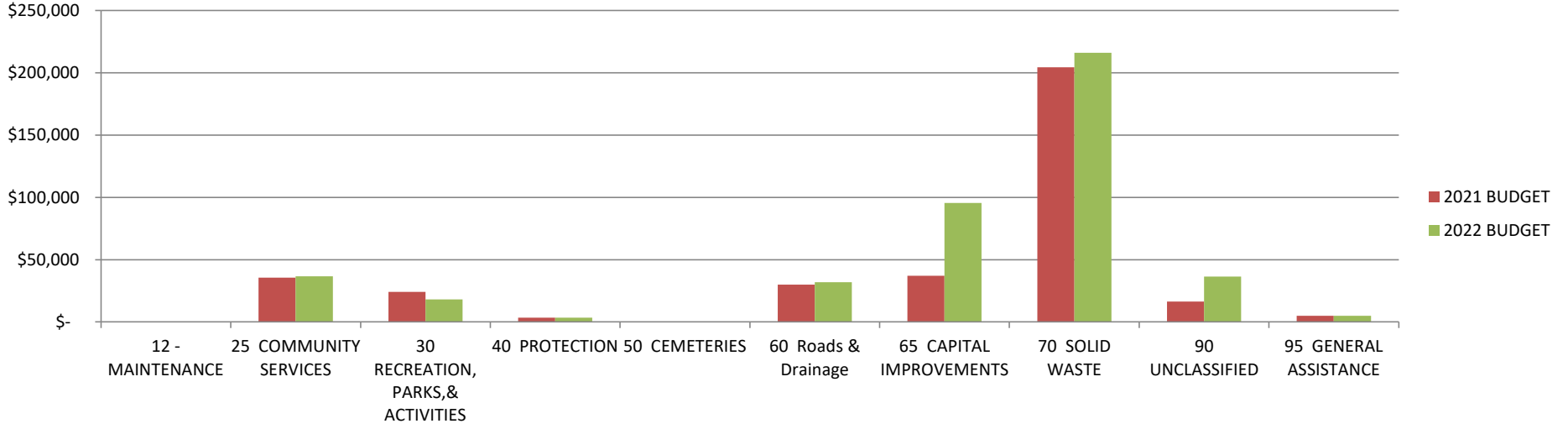
### 2021 Budget Revenue by Department (excluding administration)



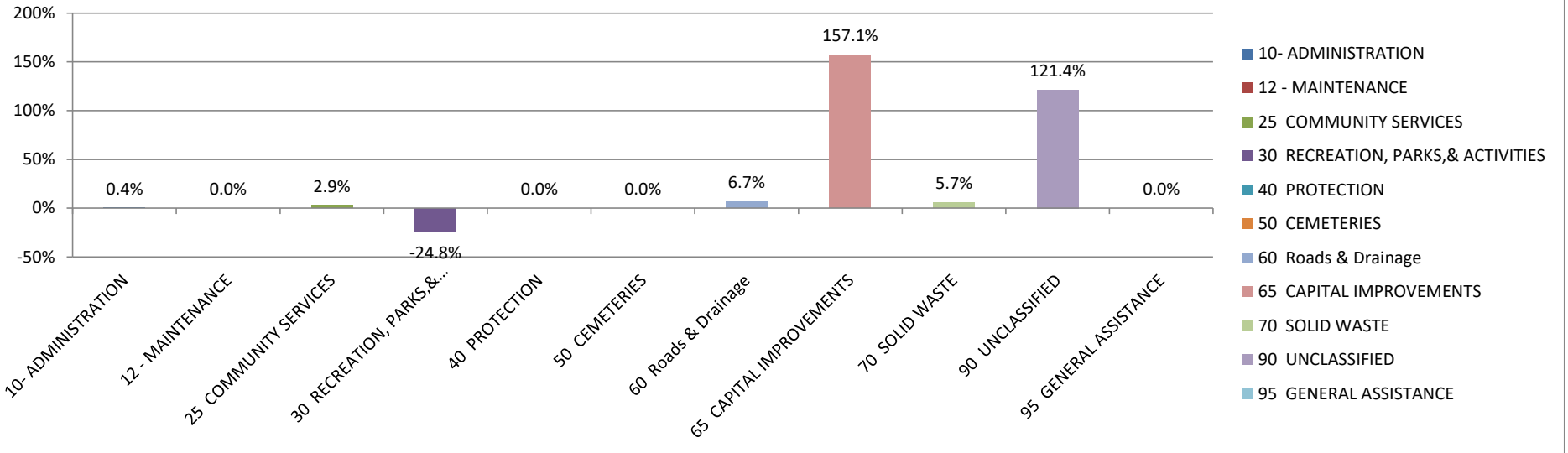
### 2022 Budget Revenue by Department (excluding administration)



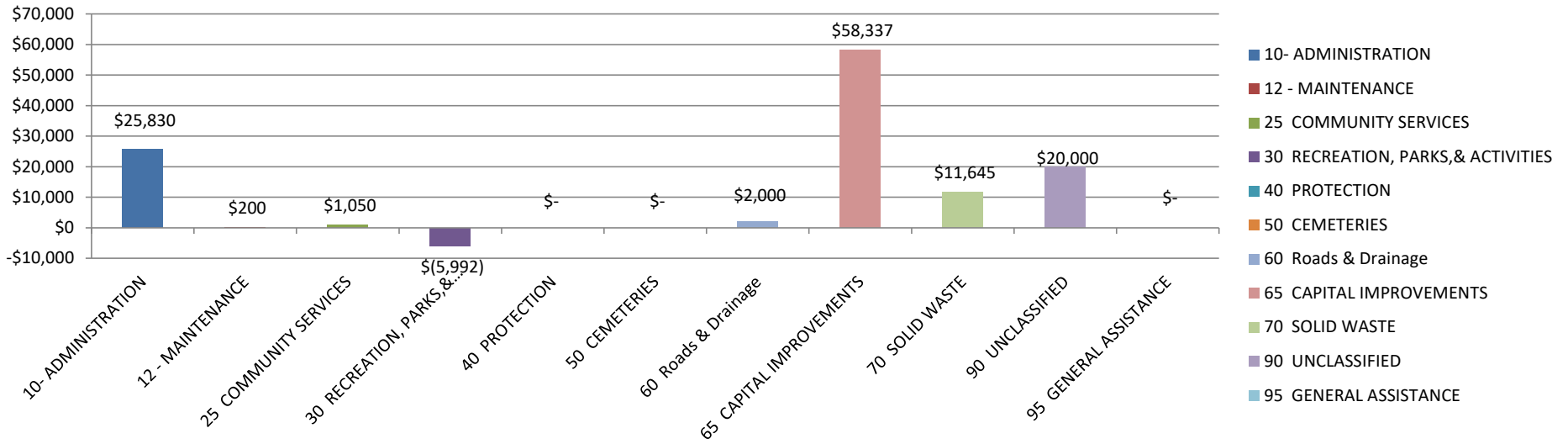
### 2021-2022 Revenue Totals by Department (excluding administration)



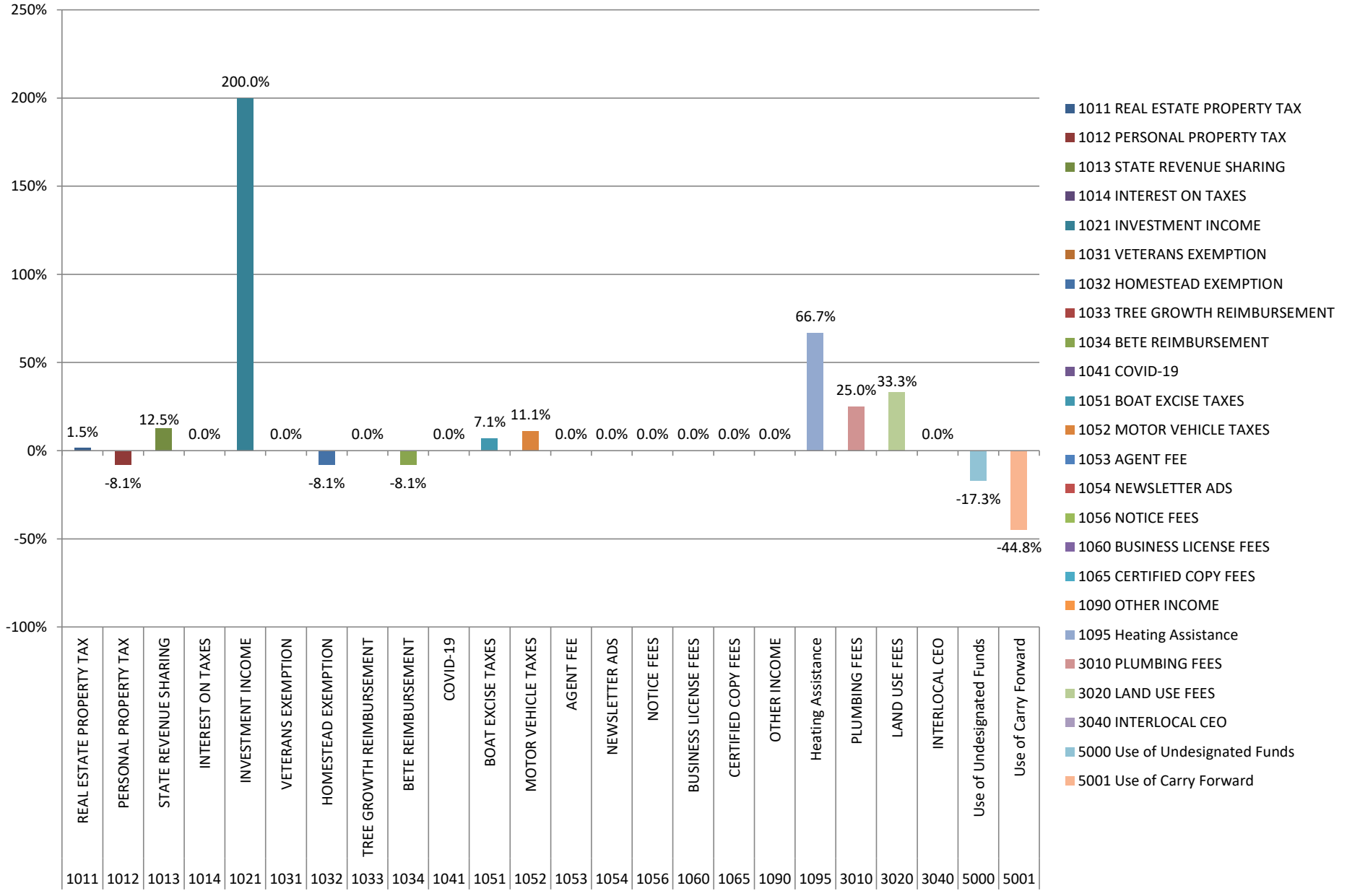
### 2021-2022 Revenue % Change by Department



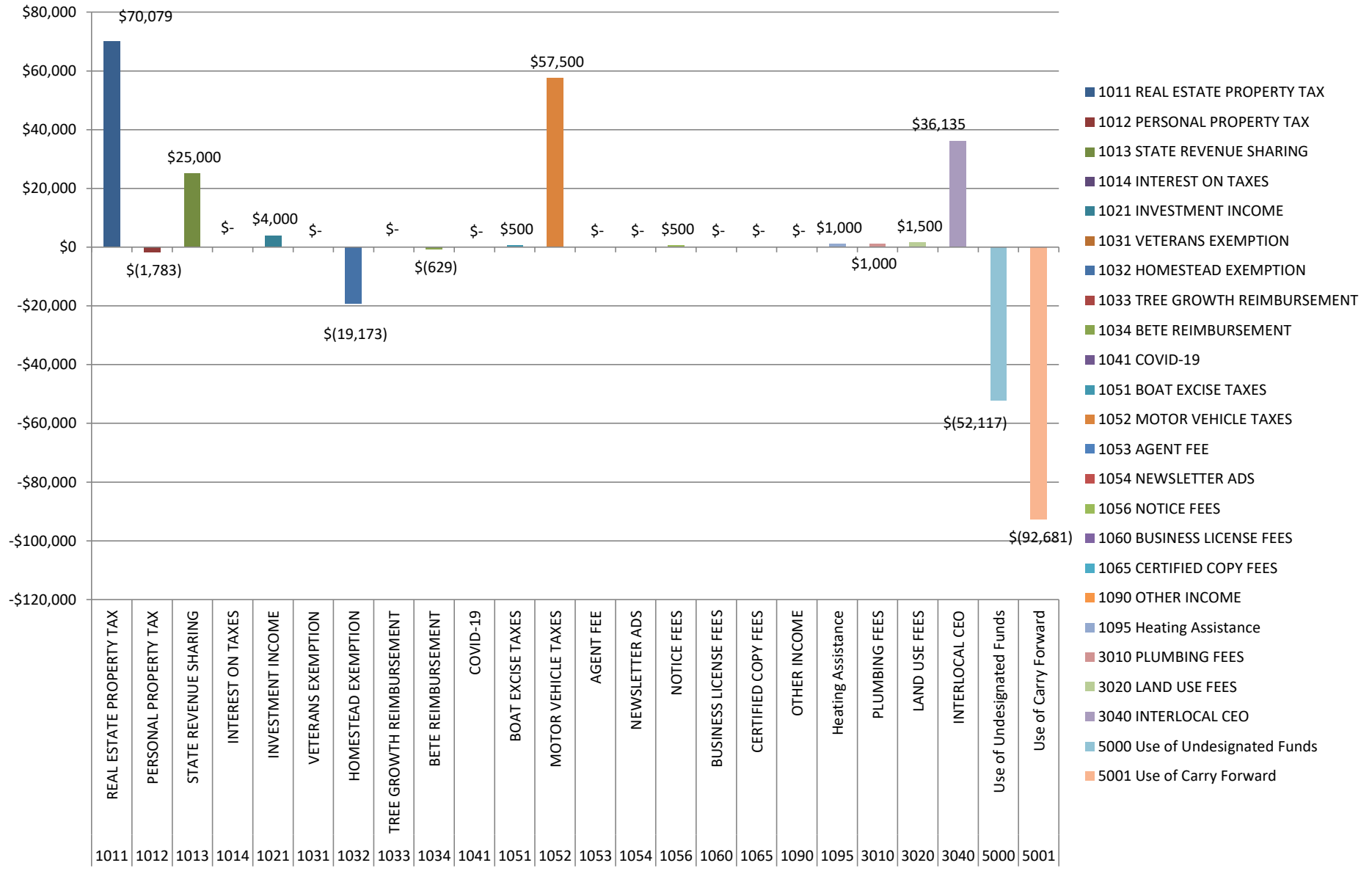
### 2021-2022 Revenue \$ Change by Department



### 2021-2022 Revenue % Change - Administration by Division



### 2021-2022 Revenue \$ Change - Administration by Division



**Pre Commitment - ESTIMATE**  
**Town of Readfield**  
**FY 2021 MUNICIPAL TAX RATE CALCULATION FORM**

1. Local Taxable Real Estate Valuation.....	\$288,933,228	
2. Local Taxable Personal Property Valuation.....	\$1,249,935	
3. Total Taxable Valuation (Line 1 plus line 2).....		\$290,183,163
4. a) Total of Homestead Exemption Valuation.....	\$19,194,400	
4. b) Homestead exemption reimbursement value.....	\$13,436,080	
5. a) Total of BETE Exempt Property.....	\$882,001	
5. b) BETE exemption reimbursement value.....	\$441,001	
6. Valuation Base (Line 3 plus lines 4b and 5b).....		\$304,060,244

**APPROPRIATIONS**

- ESTIMATE ONLY -

7. County Tax.....	\$310,000	
8. Municipal Appropriation.....	\$2,643,807	
9. TIF Financing Plan Amounts.....	\$0	
10. <b>School/Educational Appropriations</b> .....	\$3,634,908	
(Adjusted to Municipal Fiscal Year)		
11. Total Appropriations (Add lines 7 through 10).....		\$6,588,715

**ALLOWABLE DEDUCTIONS**

12. State Municipal Revenue Sharing.....	\$225,000	
13. Other Revenues: (Revenues not accounted for in Municipal Appropriation which are to be used to reduce the commitment such as Tree Growth and Veterans reimbursement, trust fund income, etc.)	\$1,505,272	
14. Total Deductions (Line 12 plus line 13).....		\$1,730,272
15. Net to be raised by local property tax rate (Line 11 minus line 14)		\$4,858,443

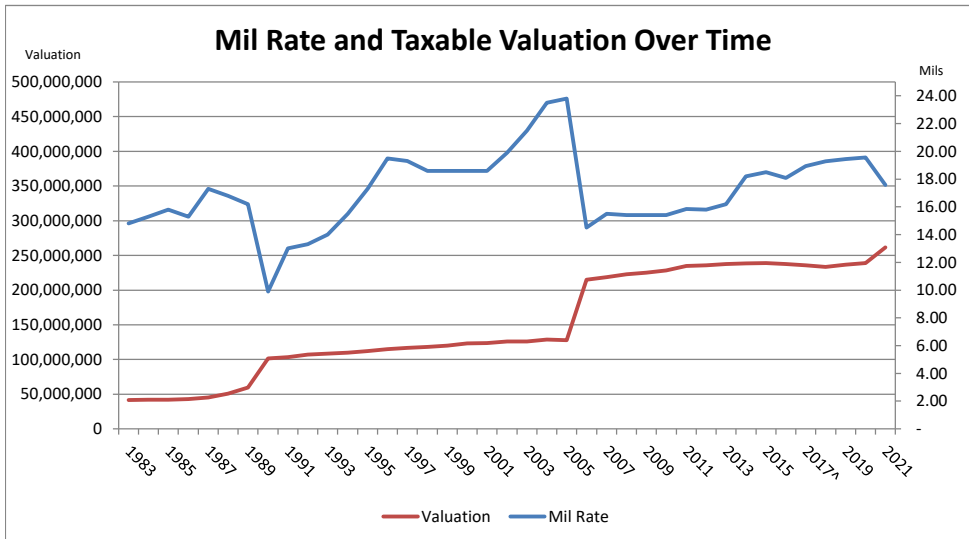
16.	$\frac{\$4,858,443.00}{\text{(Amount from line 15)}}$	×	1.05	=	\$5,101,365.15	Maximum Allowable Tax
17.	$\frac{\$4,858,443.00}{\text{(Amount from line 15)}}$	÷	$\frac{\$304,060,244}{\text{(Amount from line 5)}}$	=	0.01598	Minimum Tax Rate
18.	$\frac{\$5,101,365.15}{\text{(Amount from line 16)}}$	÷	$\frac{\$304,060,244}{\text{(Amount from line 6)}}$	=	0.01678	Maximum Tax Rate
19.	$\frac{\$290,183,163}{\text{(Amount from line 3)}}$	×	<b>16.14</b> <small>(MILL RATE)</small>	=	\$4,684,425.36	MIL RATE TO BE DETERMINED
20.	$\frac{\$4,858,443.00}{\text{(Amount from line 15)}}$	×	0.05	=	\$242,922.15	Maximum Overlay
21.	$\frac{\$13,436,080}{\text{(Amount from line 4b)}}$	×	$\frac{0.01614}{\text{(Selected Rate)}}$	=	\$216,898.57	Homestead Reimbursement <small>(Enter on line 8, Assessment Warrant)</small>
22.	$\frac{\$441,001}{\text{(Amount from line 5b)}}$	×	$\frac{0.01614}{\text{(Selected Rate)}}$	=	\$7,119.07	BETE Reimbursement <small>(Enter on line 9, Assessment Warrant)</small>
23.	$\frac{\$4,908,443.00}{\text{(Line 19 plus line 21 & 22)}}$	-	$\frac{\$4,858,443.00}{\text{(Amount from line 15)}}$	=	\$50,000.00	Overlay <small>(Enter on line 5, Assessment Warrant)</small>

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

Taxable Valuation and Mil Rate Over Time							
Fiscal Year FY	Mil Rate		Taxable Valuation		General Tax Information		
	Mil Rate	% Change *	Valuation	% Change *	Interest	Commit. Date	Notes
1982	1983	14.80	-18.2%	41,411,207	19.0%		Revaluation
1983	1984	15.30	3.3%	41,847,108	1.0%		
1984	1985	15.80	3.2%	42,237,514	0.9%		
1985	1986	15.30	-3.3%	42,801,844	1.3%		
1986	1987	17.30	11.6%	45,425,772	5.8%	13.50%	
1987	1988	16.80	-3.0%	50,623,696	10.3%	11%	
1988	1989	16.20	-3.7%	59,762,345	15.3%	11%	
1989	1990	9.90	-63.6%	101,779,380	41.3%	12%	Revaluation
1990	1991	13.00	23.8%	103,218,225	1.4%	12%	
1991	1992	13.30	2.3%	107,159,315	3.7%	12%	
1992	1993	14.00	5.0%	108,440,600	1.2%	12%	
1993	1994	15.50	9.7%	109,711,840	1.2%	10%	9/20/1993
1994	1995	17.30	10.4%	111,963,640	2.0%	10%	9/6/1994
1995	1996	19.50	11.3%	114,804,040	2.5%	10.75%	9/7/1995
1996	1997	19.30	-1.0%	116,831,218	1.7%	10.75%	9/3/1996
1997	1998	18.60	-3.8%	118,260,542	1.2%	10.50%	9/8/1997
1998	1999	18.60	0.0%	119,793,570	1.3%	10.75%	9/8/1998
1999	2000	18.60	0.0%	123,049,000	2.6%	10%	9/7/1999
2000	2001	18.60	0.0%	123,652,330	0.5%	10.75%	9/18/2000
2001	2002	19.90	6.5%	126,062,740	1.9%	11.50%	8/20/2001
2002	2003	21.50	7.4%	126,102,370	0.0%	8.75%	8/21/2002
2003	2004	23.50	8.5%	128,931,635	2.2%	7%	8/19/2003
2004	2005	23.80	1.3%	127,886,052	-0.8%	6.50%	9/15/2004
2005	2006	14.50	-64.1%	215,140,662	40.6%	7%	9/8/2005 Revaluation
2006	2007	15.50	6.5%	218,471,667	1.5%	7%	8/24/2006
2007	2008	15.40	-0.6%	222,832,062	2.0%	10%	7/23/2007
2008	2009	15.40	0.0%	225,088,075	1.0%	8%	7/17/2008
2009	2010	15.40	0.0%	228,590,495	1.5%	6%	8/11/2009
2010	2011	15.85	2.8%	234,687,157	2.6%	4%	8/19/2010
2011	2012	15.80	-0.3%	235,984,354	0.5%	4%	9/30/2011
2012	2013	16.20	2.5%	237,595,654	0.7%	4%	7/17/2012
2013	2014	18.20	11.0%	238,389,551	0.3%	4%	7/30/2013
2014	2015	18.50	1.6%	238,928,998	0.2%	4%	7/28/2014
2015	2016^	18.08	-2.3%	237,490,554	-0.6%	4%	9/2/2015
2016	2017^	18.93	4.5%	235,540,554	-0.8%	7%	8/2/2016
2017	2018^	19.29	1.9%	233,406,854	-0.9%	7%	8/25/2017
2018	2019	19.44	0.8%	236,460,554	1.3%	8%	8/16/2018
2019	2020	19.55	0.6%	239,131,154	1.1%	9%	7/31/2019
2020	2021	17.57	-11.3%	261,478,034	8.5%	9%	8/17/2020 10% Adjust.
2021	2022	16.14	-8.8%	288,933,228	9.5%	TBD	TBD 10% Adjust.
<b>AVERAGE</b>		17.19	3.4%		2.1%	8.6%	

\* Average Excludes Revaluation Years

^ Decrease in valuation in these years is the result of changes to the State Homestead Exemption Formula





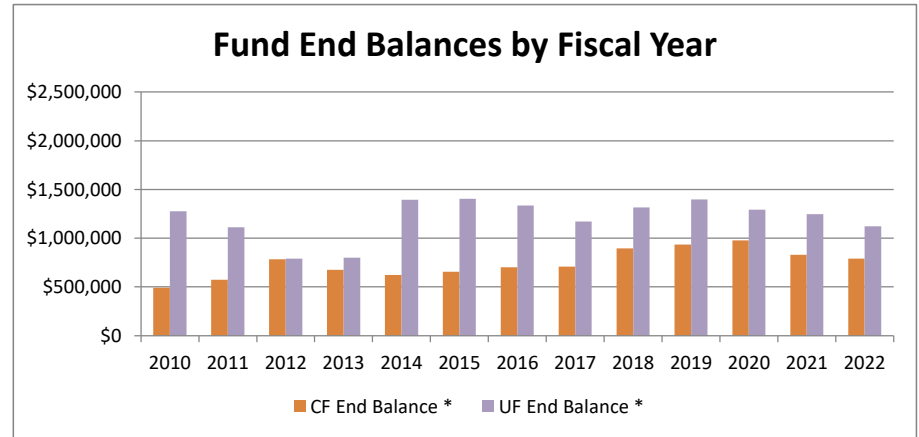
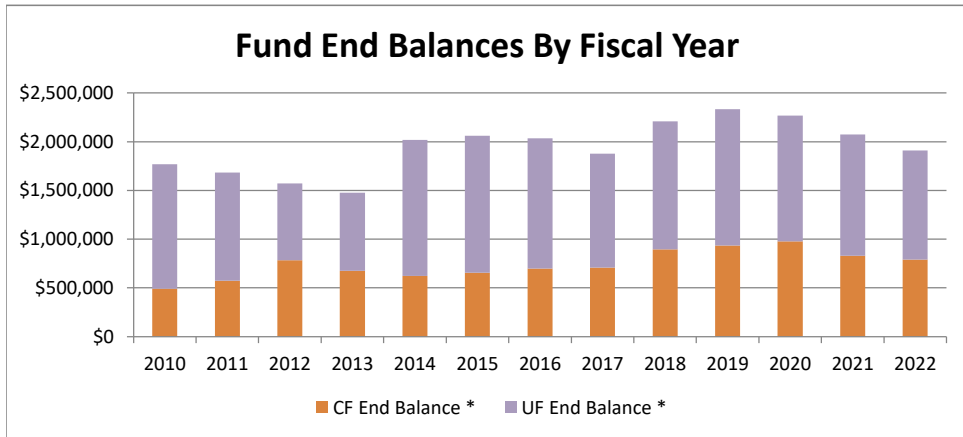
**Committed and Unassigned Fund Balances and Use of Funds by Fiscal Year**

Fiscal Year	Committed Fund Balances				Unassigned Fund Balances				Combined Fund Balance
	Initial Balance	Use of Funds	New Funds	CF End Balance *	Initial Balance	Use of Funds	New Funds	UF End Balance *	
2009 <b>2010</b>	\$ 1,144,584	\$ 1,162,880	\$ 509,667	\$ 491,371	\$ 1,134,437	\$ -	\$ 142,238	\$ 1,276,675	\$ 1,768,046
2010 <b>2011</b>	\$ 491,371	\$ 491,371	\$ 572,447	\$ 572,447	\$ 1,276,675	\$ 285,322	\$ 120,103	\$ 1,111,456	\$ 1,683,903
2011 <b>2012</b>	\$ 572,447	\$ 76,694	\$ 287,821	\$ 783,574	\$ 1,111,456	\$ 260,000	\$ (62,763)	\$ 788,693	\$ 1,572,267
2012 <b>2013</b>	\$ 783,574	\$ 395,057	\$ 286,506	\$ 675,023	\$ 788,693	\$ 250,000	\$ 262,477	\$ 801,170	\$ 1,476,193
2013 <b>2014</b>	\$ 675,023	\$ 134,437	\$ 82,033	\$ 622,619	\$ 801,170	\$ -	\$ 593,078	\$ 1,394,248	\$ 2,016,867
2014 <b>2015</b>	\$ 622,619	\$ 160,844	\$ 195,182	\$ 656,957	\$ 1,394,248	\$ 113,421	\$ 121,785	\$ 1,402,612	\$ 2,059,569
2015 <b>2016</b>	\$ 656,957	\$ 74,865	\$ 117,867	\$ 699,959	\$ 1,402,612	\$ 300,183	\$ 233,373	\$ 1,335,802	\$ 2,035,761
2016 <b>2017</b>	\$ 699,959	\$ 227,020	\$ 233,843	\$ 706,782	\$ 1,335,802	\$ 230,000	\$ 65,702	\$ 1,171,504	\$ 1,878,286
2017 <b>2018</b>	\$ 706,782	\$ 184,818	\$ 372,840	\$ 894,804	\$ 1,171,504	\$ 217,731	\$ 360,899	\$ 1,314,672	\$ 2,209,476
2018 <b>2019</b>	\$ 894,804	\$ 227,303	\$ 268,296	\$ 935,797	\$ 1,314,672	\$ 128,000	\$ 211,719	\$ 1,398,391	\$ 2,334,188
2019 <b>2020</b>	\$ 935,797	\$ 107,660	\$ 150,000	\$ 978,137	\$ 1,398,391	\$ 282,488	\$ 175,000	\$ 1,290,903	\$ 2,269,040
2020 <b>2021</b>	\$ 935,797	\$ 206,951	\$ 100,000	\$ 828,846	\$ 1,398,391	\$ 302,117	\$ 150,000	\$ 1,246,274	\$ 2,075,120
2021 <b>2022</b>	\$ 828,846	\$ 114,270	\$ 75,000	\$ 789,576	\$ 1,246,274	\$ 250,000	\$ 125,000	\$ 1,121,274	\$ 1,910,850
<b>AVERAGE</b>	\$ 706,654	\$ 356,593	\$ 295,356	\$ 678,171	\$ 1,129,899	\$ 172,704	\$ 204,099	\$ 1,177,426	\$ 1,801,801

UF Minimum Policy Balance \$ 1,108,665  
 Budgeted UF Ending Balance \$ 1,121,274  
 Defecit / Surplus \$ 12,608.59

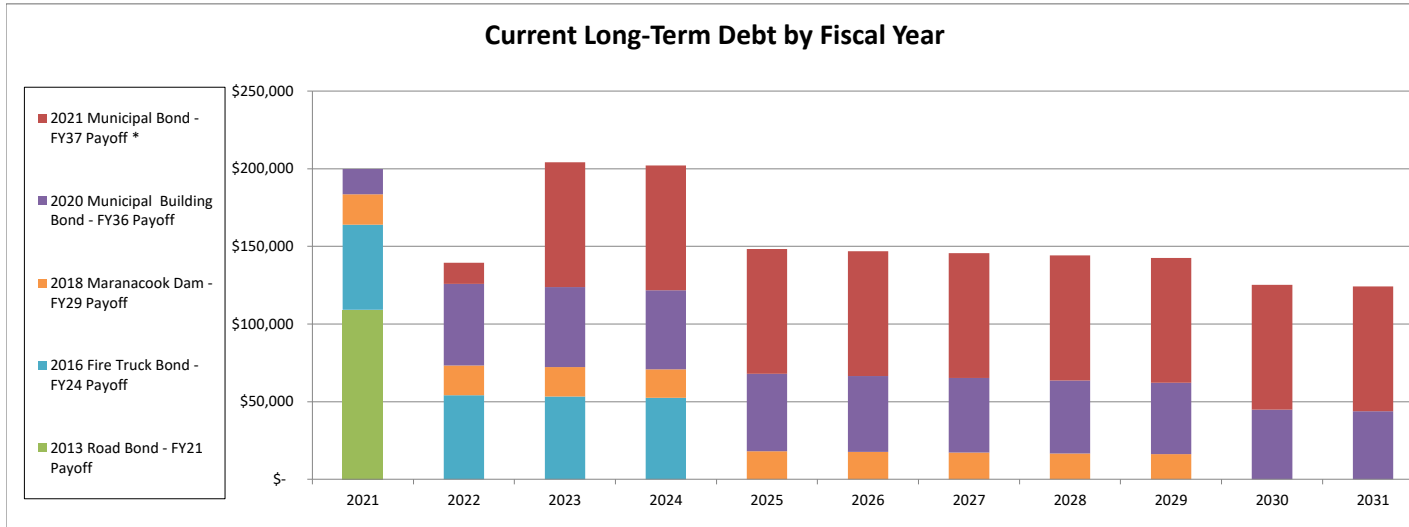
101.1%

\* Audited End Balances were used through FY19  
 Estimated Values



Debt	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
2013 Road Bond - FY21 Payoff	\$ 109,117															
2016 Fire Truck Bond - FY24 Payoff	\$ 54,884	\$ 54,132	\$ 53,324	\$ 52,453												
2018 Maranacook Dam - FY29 Payoff	\$ 19,614	\$ 19,242	\$ 18,857	\$ 18,459	\$ 18,046	\$ 17,617	\$ 17,172	\$ 16,712	\$ 16,240							
2020 Municipal Building Bond - FY36 Payoff	\$ 16,100	\$ 52,400	\$ 51,600	\$ 50,700	\$ 49,800	\$ 48,900	\$ 48,000	\$ 47,000	\$ 46,000	\$ 44,900	\$ 43,800	\$ 42,700	41500	40200	38800	37400
2021 Municipal Bond - FY37 Payoff *		\$ 13,690	\$ 80,357	\$ 80,357	\$ 80,357	\$ 80,357	\$ 80,357	\$ 80,357	\$ 80,357	\$ 80,357	\$ 80,357	\$ 80,357	80357	80357	80357	80357
<b>TOTAL</b>	<b>\$ 199,715</b>	<b>\$ 139,464</b>	<b>\$ 204,138</b>	<b>\$ 201,969</b>	<b>\$ 148,203</b>	<b>\$ 146,874</b>	<b>\$ 145,529</b>	<b>\$ 144,069</b>	<b>\$ 142,597</b>	<b>\$ 125,257</b>	<b>\$ 124,157</b>					

Current Long-Term Debt by Fiscal Year

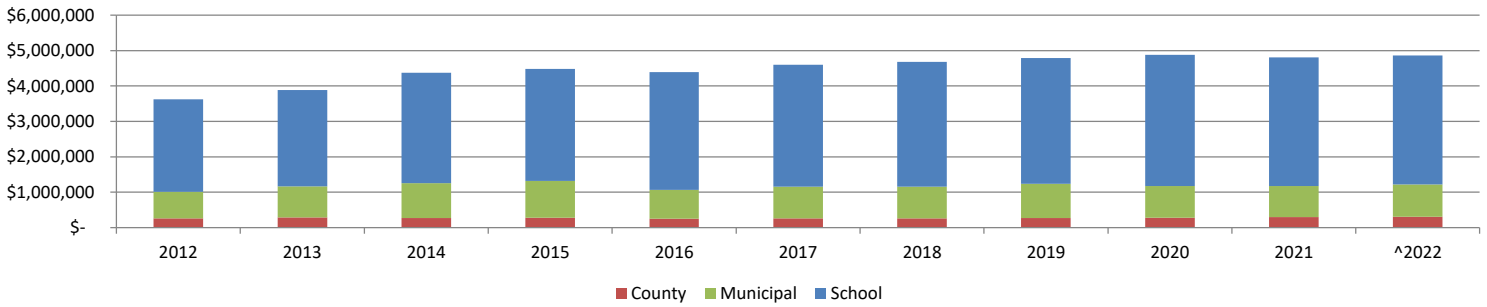


\* For discussion purposes ONLY - not reflected in current budget

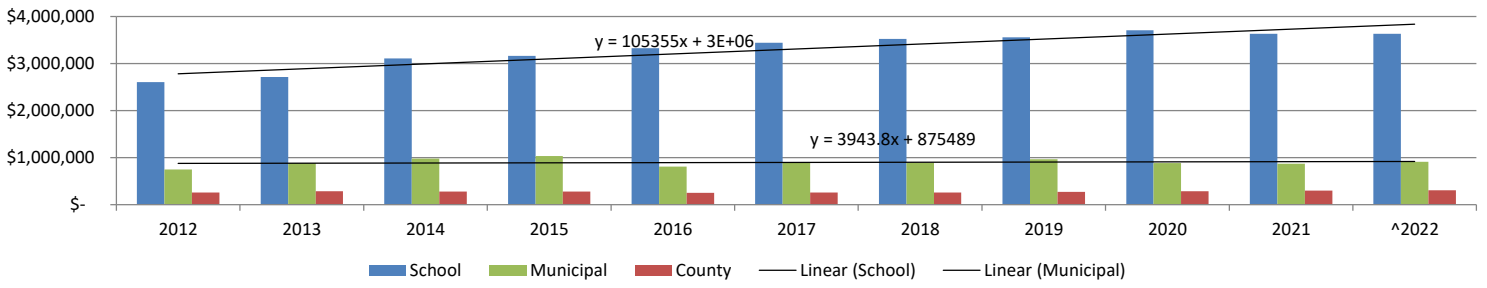
Municipal, School, and County Components of Net Property Taxes Over Time													
Fiscal Year	FY	Base Numbers		School Taxes			County Taxes			Municipal Taxes			
		Mil Rate	Net Property Tax Raised	School	%	Mils	County	%	Mils	Municipal	%	Mils	
2011	2012	15.80	\$ 3,623,419	\$ 2,609,446	72.0%	11.38	\$ 262,678	7.2%	1.15	\$ 751,295	20.7%	3.28	
2012	2013	16.20	\$ 3,886,229	\$ 2,715,243	69.9%	11.32	\$ 286,596	7.4%	1.19	\$ 884,390	22.8%	3.69	
2013	2014	18.20	\$ 4,370,522	\$ 3,112,703	71.2%	12.96	\$ 276,805	6.3%	1.15	\$ 981,014	22.4%	4.09	
2014	2015	18.50	\$ 4,480,695	\$ 3,163,541	70.6%	13.06	\$ 282,293	6.3%	1.17	\$ 1,034,861	23.1%	4.27	
2015	2016	18.08	\$ 4,390,618	\$ 3,324,451	75.7%	13.69	\$ 256,103	5.8%	1.05	\$ 810,064	18.4%	3.34	
2016	2017	18.93	\$ 4,597,839	\$ 3,442,351	74.9%	14.17	\$ 261,281	5.7%	1.08	\$ 894,207	19.4%	3.68	
2017	2018	19.29	\$ 4,682,269	\$ 3,527,596	75.3%	14.53	\$ 259,977	5.6%	1.07	\$ 894,696	19.1%	3.69	
2018	2019	19.44	\$ 4,792,282	\$ 3,556,960	74.2%	14.43	\$ 270,000	5.6%	1.10	\$ 965,322	20.1%	3.92	
2019	2020	19.55	\$ 4,883,277	\$ 3,710,394	76.0%	14.85	\$ 285,400	5.8%	1.14	\$ 887,483	18.2%	3.55	
2020	2021	17.57	\$ 4,809,559	\$ 3,634,908	75.6%	13.28	\$ 300,847	6.3%	1.10	\$ 873,804	18.2%	3.19	
2021	^2022	16.14	\$ 4,858,443	\$ 3,634,908	74.8%	12.08	\$ 310,000	6.4%	1.03	\$ 913,535	18.8%	3.04	
<b>AVERAGE</b>			\$ 4,488,650	\$ 3,312,046	73.7%	13.25	\$ 277,453	6.2%	1.11	\$ 899,152	20.1%	3.61	

^ numbers are estimates

Municipal, School, and County Components of Net Taxes



Municipal, School, and County Components of Net Taxes



### Budget Sheet Summary Revision History

1	Changed all header information, rows, columns, etc. on all sheets to reflect FY22	26-Jan
2	Input draft FY22 budget numbers	27-Jan
3	Ran through all budget sheets looking for any errors with formulas, links, and general information	28-Jan
4	Added \$3,000 to Election for purchase of a second ballot counting machine	28-Jan
5	Moved Conservation Grants rev line (3015) to proper Dept.	28-Jan
6	Increased Use of Undesignated Funds to \$250,000	28-Jan
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**What's it gonna cost me if I'm a resident?**

FY22 HOME VALUE

\$ 242,000 = \$220,000 in 2021 and \$200,000 in 2020

YEAR	TAX RATE	HOMESTEAD	TAX	ANNUAL DIFFERENCE?
2022	16.14	\$ 25,000	\$ 3,503	\$ 76.88
2021	17.57	\$ 25,000	\$ 3,426	\$ (92.85)
2020	19.55	\$ 20,000	\$ 3,519	\$ 19.80
2019	19.44	\$ 20,000	\$ 3,499	\$ 27.00
2018	19.29	\$ 20,000	\$ 3,472	\$ (29.85)
2017	18.93	\$ 15,000	\$ 3,502	\$ 66.85
2016	18.08	\$ 10,000	\$ 3,435	\$ (79.80)
2015	18.5	\$ 10,000	\$ 3,515	\$ (707.40)

**What's it gonna cost me if I'm not?**

FY22 HOME VALUE

\$ 242,000

YEAR	TAX RATE	HOMESTEAD	TAX	ANNUAL DIFFERENCE?
2022	16.14	\$ -	\$ 3,907	\$ 41.20
2021	17.57	\$ -	\$ 3,865	\$ (44.60)
2020	19.55	\$ -	\$ 3,910	\$ 22.00
2019	19.44	\$ -	\$ 3,888	\$ 30.00
2018	19.29	\$ -	\$ 3,858	\$ 72.00
2017	18.93	\$ -	\$ 3,786	\$ 170.00
2016	18.08	\$ -	\$ 3,616	\$ (84.00)
2015	18.50	\$ -	\$ 3,700	\$ (704.40)

**What's the value of the Homestead Exemption**

YEAR	TAX RATE	HOMESTEAD	VALUE
2022	16.14	\$ 25,000	\$ 403.57
2021	17.57	\$ 25,000	\$ 439.25
2020	19.55	\$ 20,000	\$ 391.00
2019	19.44	\$ 20,000	\$ 388.80
2018	19.29	\$ 20,000	\$ 385.80
2017	18.93	\$ 15,000	\$ 283.95
2016	18.08	\$ 10,000	\$ 180.80
2015	18.50	\$ 10,000	\$ 185.00

**What's the Value of a Mil?**

YEAR	AMT TO RAISE	VALUE OF 1 MIL	TAX IMPACT OF \$100,000
2022	\$ 4,684,425	\$ 290,183.16	0.34 Mils



Janet T. Mills  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0016

Readfield Select Board  
February 1, 2021  
Item # 21-074  
RECEIVED  
JAN 28 2021  
By \_\_\_\_\_  
Bruce A. Van Note  
COMMISSIONER

January 26, 2021

Eric Dyer  
Town Manager  
Town of Readfield, Maine  
8 Old Kents Hill Rd.  
Readfield, Maine 04355

**RE: Readfield – Church Road Sidewalk**

Dear Mr. Dyer:

The Maine Department of Transportation (MaineDOT) is pleased to inform you that your community’s funding for a pedestrian safety project has been approved, and your community has been selected to receive federal funding assistance at this time for **FACILITY DESIGN and PRELIMINARY RIGHT-OF-WAY** activity on your project.

Your community’s project has been included in the MaineDOT 2021-22-23 Capital Work Plan, pending final authorization of federal funds. MaineDOT has currently programmed up to **\$36,000.00** in federal highway safety funding for design and construction work on the project, contingent upon the minimum required local match of **\$9,000.00**. The funding amounts approved were based on the preliminary estimates for those improvements identified as part what you provided to the Department as part of your application and MaineDOT’s internal discussions – though after review, MaineDOT may have adjusted these amounts.

Projects funded for **Design and ROW Only** are considered “approved projects,” so your community will not need to reapply for construction funding once the project has moved through design and permitting and is ready for construction. However, future funding for construction will be contingent upon:



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0016

Janet T. Mills  
GOVERNOR

Bruce A. Van Note  
COMMISSIONER

1. your community moving the project expeditiously through the design process
2. the availability of future federal and/or state funding

**AND**

3. documented commitment to your minimum required local match for the construction costs

Currently, MaineDOT plans to have the Town of Readfield manage this project. Please confirm that your municipality would like to administer the project at the local level. Requirements for federally funded locally administered projects may be found on the MaineDOT website: <http://www.maine.gov/mdot/lpa/>. Please keep in mind that MaineDOT staff time required to review project plans is part of the costs that will come out of the project funding. Furthermore, please note that funding for this project, including future construction funds, is contingent upon MaineDOT receiving adequate federal funding to support it, and MaineDOT reserves the right to withdraw funds from this project for any reason.

I would like to emphasize that your municipality should not authorize any engineering work or expend any funds on this project (including local match funding) before receiving notice that funds are authorized, and you have signed a **Local Project Agreement** with the MaineDOT. All expenditures made before an agreement is in place and MaineDOT issues a written **Notice to Proceed**, are **ineligible** for reimbursement. **Brian Keezer, P.E.** has been assigned by MaineDOT as the project manager from the Department's Multimodal Program. He can be reached at **(207) 624-3612** and his email is [Brian.Keezer@maine.gov](mailto:Brian.Keezer@maine.gov). Please call your project manager if you have any questions regarding this project and the next steps in this process.

The following information details your project's estimated funding amounts and the specific information and project details we have within our system. Please review and verify the following information:

<b>Project Name:</b>	<b>Readfield – Church Road Sidewalk</b>
<b>Project Identification Number:</b>	(WIN) 25113.00
<b>Project Manager:</b>	Brian Keezer, P.E.
<b>Contact Information:</b>	(207) 624-3612 <a href="mailto:Brian.Keezer@maine.gov">Brian.Keezer@maine.gov</a>
<b>Proposed Scope:</b>	Development of a new pedestrian sidewalk
<b>Description:</b>	Facility Design and Preliminary Right-of-Way to develop approximately 1,700 feet of sidewalk that connects existing the sidewalk to the town's recreational complex.
<b>Estimated Total Project Cost:</b>	\$ 45,000.00
<b>Federal funding amount approved in the Work Plan:</b>	\$ 36,000.00
<b>Local Match amount required for Federal funding Amount:</b>	\$ 9,000.00
<b>Projected Additional Funding Needed for Construction:</b>	\$ 436,000.00

We share your desire to move your project into design and/or construction as soon as possible. We are proud of our partnership with your community to improve the safety and services offered through this pedestrian safety project. We appreciate your efforts and the hard work you have invested to move this project forward.

Please sign below on the last page to confirm your municipality still wants to design and/or construct this project and to re-certify that your local match has been officially obligated to the project.

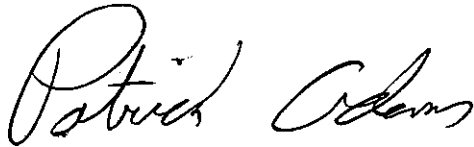


Keeping one copy for your records, return the other original **within 30 days** to my address below:

- 1) This original signed letter
- 2) Appropriate documentation authorizing the local match
- 3) Your project administration preference

Please call me at **(207) 624-3311** with any questions or to review any issues related to the project that you would like to discuss. Thank you very much for your continued efforts to improve the transportation system within your community. I look forward to talking with you soon.

Sincerely,



Patrick D. Adams  
MaineDOT Active Transportation Planner  
Maine Department of Transportation  
16 State House Station  
Augusta, Maine 04333  
(207) 624-3311  
[patrick.adams@maine.gov](mailto:patrick.adams@maine.gov)

**Project Name:** Readfield – Church Road Sidewalk  
**Project Identification Number:** (WIN) 25113.00  
**Project Manager:** Brian Keezer, P.E.  
**Contact Information:** (207) 624-3612 [Brian.Keezer@maine.gov](mailto:Brian.Keezer@maine.gov)  
**Proposed Scope:** Development of a new pedestrian sidewalk  
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**Federal funding amount approved in the Work Plan:** \$ 36,000.00  
**Local Match amount required for Federal funding Amount:** \$ 9,000.00  
**Projected Additional Funding Needed for Construction:** \$ 436,000.00

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**Municipality:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

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

**Prefer:**  **Locally Administered Project**

**MaineDOT Considers Administering the Project**

**Description of Local Match commitment including the source, approval date, etc. (Please also attach supportive documentation):**



Readfield Select Board  
February 1, 2021  
Item # 21-075

## **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](mailto:maintenance1@readfieldmaine.org)**

January 25<sup>th</sup> 2021

On January 20<sup>th</sup> 2021 bids for 2003 GMC sierra where due by 6pm. I received 2 bids. 1 emailed to me following instructions, the other was received thru drop slot at Town Office.

Emailed bid was for \$1,050.00 (Once thousand fifty dollars)

Dropped off bid was for \$1,250.00 (One thousand two hundred and fifty dollars)

I would like to recommend awarding the bid to the highest bidder, Eunice Bowler for \$1,250.00

Thank you,  
Anna Carll- Maintenance

## Anna Carll

---

**From:** Melissa Wight <melissarosewight@yahoo.com>  
**Sent:** Wednesday, January 06, 2021 4:05 PM  
**To:** maintenance1@readfieldmaine.org  
**Subject:** Truck Bid

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello Town of Readfield,

My name is Steve Wight and my phone number is 207-215-9427 and I would like to place a bid on the town truck of \$1050.

Thank you,

1-20-21

I Eunice Bowler would like to  
place a bid of \$1,250 on the  
2003 GMC Sierra that is up  
for sale, Eunice Bowler  
Eunice Bowler



## TOWN OF READFIELD – Town Manager

8 OLD KENTS HILL ROAD, READFIELD, MAINE 04355

Office (207) 685-4939 • Cell (207) 242-5437

Email: [manager@readfieldmaine.org](mailto:manager@readfieldmaine.org)

### Bill of Sale

The Inhabitants of the Town of Readfield (“Seller”), hereby release unto Eunice Bowler (“Buyer”) the following for and in consideration of One thousand two hundred and fifty Dollars (\$1,250.00) the sufficiency of which is acknowledged:

One (1) 2003 GMC Sierra pickup truck, VIN#: 2GTEK19V331292529, with approximately 103,610 miles.

Seller conveys and Buyer accepts the Personal Property in “as is, where is” condition.

Seller: Inhabitants of the Town of Readfield

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

Eric Dyer, Town Manager  
8 Old Kents Hill Rd.  
Readfield, ME  
04355

Federal Tax ID No. 01-6000343

Buyer: \_\_\_\_\_

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_



JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

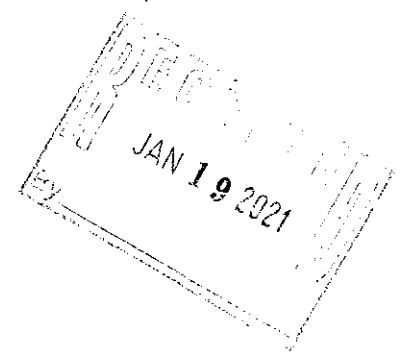


MELANIE LOYZIM  
ACTING COMMISSIONER

AWARD NOTIFICATION LETTER

January 12, 2021

Town of Readfield  
Eric Dyer, Town Manager  
8 Old Kents Hill Rd.  
Readfield, ME 04355



**SUBJECT:** Notice of Conditional Contract Awards under RFP# 202009145,  
Waste Diversion Grants Program

Dear Ms. Wilson:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Environmental Protection for Waste Diversion Grants Program. The Department has evaluated a total of 16 proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional grant awards.

The following bidders will receive full awards:

- University of Maine System acting through University of Maine
- Mid-Coast Solid Waste Corporation
- Central Aroostook Soil and Water Conservation District
- Town of Readfield
- Town of Clinton
- Central Penobscot Solid Waste Facility

The following bidder will receive partial awards:

- Wolfe's Neck Center for Agriculture and the Environment

The bidders listed above received the evaluation team's highest rankings. The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the

AUGUSTA  
17 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0017  
(207) 287-7688 FAX: (207) 287-7826

BANGOR  
106 HOGAN ROAD, SUITE 6  
BANGOR, MAINE 04401  
(207) 941-4570 FAX: (207) 941-4584

PORTLAND  
312 CANCO ROAD  
PORTLAND, MAINE 04103  
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE  
1235 CENTRAL DRIVE, SKYWAY PARK  
PRESQUE ISLE, MAINE 04769  
(207) 764-0477 FAX: (207) 760-3143

RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark A. King', with a long horizontal flourish extending to the right.

Mark A. King,  
Organics Management Specialist  
Division of Materials Management

#### **STATEMENT OF APPEAL RIGHTS**

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



## Section III - Proposed Services

### 1 - Services to be Provided

#### **Project Description**

The Readfield Transfer Station, a regional operation that serves three towns, Fayette, Readfield and Wayne, would like to implement a medium scale full-service composting at our current site on the North Road in Readfield. We will change our main composting technique, provide additional staff effort and incorporate a wide range of organic material collection from throughout the community. Our efforts will have two focus areas: community composting and home-based composting.

We have been composting only yard waste on-site to date and will expand our operations to include food waste and limited shredded paper and small woody material. We have been utilizing two tall static piles, one that is added to weekly and mixed, while the older pile is turned over periodically. We will set up several windrow piles which can be easily turned several times a week which will allow more airflow due to the increased surface area of the piles. This should allow us to add food waste to our piles while maintaining good control over odors, liquid accumulation and pests, by keeping a hotter pile. The image below shows the arrangement we envision.



Home-based composting will be encouraged and promoted as a “first choice” for residents. We will collect educational materials and offer a minimum of two composting classes at the Transfer Station. 100 home composters attending classes will receive a 3’ tall wire compost bin and collection bucket at no cost, as well as educational materials. An additional 150 home composters will receive educational materials and a collection bucket.

With respect to community composting we will set up a community compost operation at the Readfield Transfer Station. We plan to collect food scraps from residents, local schools, small country stores and local restaurants. We plan to offer collection containers to all who want to participate, up to 250 initially, and will recommend third-party collection services in order to increase participation. Current staff will be utilized during commercial hauling drop-off times to collect materials and to tend to the larger weekly tasks of maintaining the windrows. We will also implement a plan to either exchange filled collection containers with clean ones or provide a station to rinse them at the drop off site.

By diverting large amounts of food waste from our mainstream solid waste (MSW) we will capture valuable organic materials to build healthy soils while developing an expanded culture of composting know-how in our communities. Diverting materials from MSW will reduce material from our regional landfill, assist us in meeting the waste reduction directives from the State of Maine, reduce our transportation and tipping costs for MSW, and allow for management of these organic materials in a responsible manner.

### **Need, Diversion, and Feasibility**

We have been composting yard waste for several years and have seen an increasing volume of materials coming in from residents, almost doubling the quantity in the past year. We want to include food scrap waste and other materials in order to create a better product and to reduce ever increasing costs of waste management. Volume is such that it must be managed with a bobcat loader or backhoe.

We have adequate physical space on site to expand our composting operation. We estimate community-wide food scrap waste from residents in our three towns to be 416 tons ( 2,000 households \* 8 lbs per week \* 52 weeks / 2,000 lbs) and from businesses to be 16 tons. (Schools: 8 tons, Stores: 4 tons, Restaurants: 4 tons). Currently business waste is going out of town to a different regional service center via paid haulers, so any weight we would collect would not be reducing our current tonnage, but would save them money and provide an environmental benefit. Our goal is to divert 10% of the residential weight, thus we are looking for a reduction of roughly 42 tons. Assuming a 50% long-term success rate between home and community composting for 500 households we would be diverting 52 tons annually and exceeding our target.

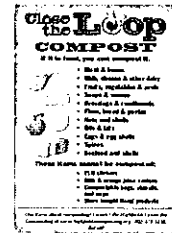
We have more residents asking about expanding our services and combined with a doubling of materials brought in to compost as well as an increased volume of finished materials being taken for use in the community, think this is the time to expand our composting services. Each year the amount of compost we make is 90% - 100% removed by residents at the beginning of the next summer season of growing. We plan to continue providing compost free of charge to any resident who wants to take it from the finished pile. We plan to distribute written promotional materials to all residents and to meet personally with the eleven identified business entities in our towns to garner support and to distribute organic collection containers. We think we will see success in our towns as we each have active community-based committees for Solid Waste and Recycling, Conservation, Trails, Planning Board, Age Friendly and Library. These folks are all committed to providing good quality of life services and this should fit right in with their goals. Our local public Middle School received a sizeable grant from ecomaine last year to promote recycling in our schools and we will work together with these same students to garner interest in composting.

### **Materials and Equipment**

We will need to acquire the following for the site:

- Signs with poles: Close the loop 2 \* \$100 = \$200, Directional signs for drop-off 4 \* 100 = \$400,

- Posters. 10 \* \$20 = \$200
- 32 gallon totes as drop-off containers 10 \* \$65 = \$650
- Rinsing station, possibly a hot water pressure washer. \$250 to \$1250
- Stickers for labeling buckets. \$1 each \* 500 = \$500
- Garden cart for hauling smaller buckets. \$100
- Hand tools: rakes, forks, shovels, sifting screens. \$500
- Sawdust for odor control for business collection sites. \$2,000
- Employee and resident training for composting. 4 \* \$150 = \$600



We will need to acquire the following for residents:

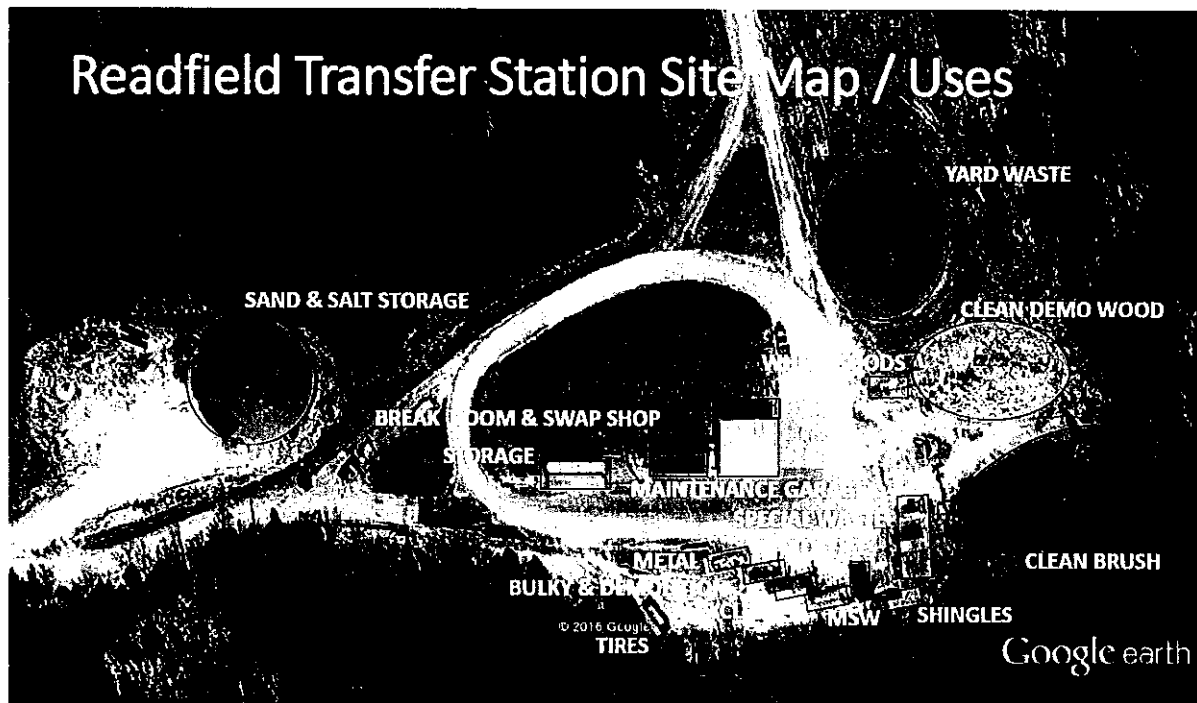
- Flyers: Close the loop, brochures. \$.50 \* 2000 \* 2 = \$2,000
- Compost buckets with lids, \$8 \* 500 = \$4,000
- Compost bins for residents. \$75 \* 100 = \$7,500

We will need to acquire the following for business and schools:

- 32 gallon totes. 10 \* \$65 = \$650

### Site improvement and drawing

We will utilize space already in place for composting and expand to an adjacent area as demand increases. We will designate a forward area of the current compost section to be the drop-off site with collection containers there. We will rinse containers next to an existing building that has a water source and open ground for the runoff. There will be no change in or disruption to the current traffic flow. The map below identified the new or expanded uses in red:



### **Explain melding of current and proposed projects, include staffing**

We will utilize current staff who already work with our static compost piles. They will need to regularly add the organic materials received from collection containers at the site.

Staff time:     Spreading and turning new material  
                  Rinsing containers  
                  Turning the windrows periodically  
                  Taking in collection from business and schools 1 day per week

As we are already composting on a smaller scale, we will utilize current staff to perform the additional duties necessary to accept food scrap waste. We are open Tuesday and Wednesday, and then Friday and Saturday to the public. We will allocate a small part at the end of those day periods to turning in the new food scrap materials collected during those two days. Thursday is our commercial haulers day when there is very limited traffic at our site which can have some time allotted to dealing with turning the windrows.

### **Educations and outreach**

We plan to distribute written promotional materials to all residents and to meet personally with the eleven business entities in our towns to garner support and to distribute organic collection containers. An important component will be ensuring a clean source separation of the organic materials and not accepting contaminated containers. Also discuss regulations, cleanliness, and rejection criteria along with any other requirements with each participant. Maintain an open line of communication so that users with multiple people feeding the collection containers are aware of the requirements for a clean collection of organic materials.

Promote composting at community events including Fire Department community meals, Library functions, Heritage Days, Community Beach.

Promoting on our three town websites and in our monthly news article from the Readfield Solid Waste and Recycling Committee.

Our employees have been trained and certified in Transfer Station Management and have already attended composting classes. We will provide additional training prior to beginning the collection of food scrap waste.

### **Record keeping of diverted materials and cost savings**

Home composting numbers will be difficult to quantify but we will track the number of attended at our training events and the number of households provided with compost buckets and bins. Community composting will be easier to track but still imprecise. We will track all food waste brought into our on-site collection bins, approximately by volume. Perhaps the best metric for measuring the success of this program will be output of finished compost. Yards of finished compost delivered to the "resident removal area" will be recorded, measured roughly by backhoe bucket volume.



APPENDIX D

**State of Maine  
Department of Environmental Protection  
COST PROPOSAL FORM  
RFP# 202009145  
Waste Diversion Grants Program II**

<b>Bidder's Organization Name:</b>	Town of Readfield
<b>Proposed Cost:</b>	\$ \$42,612

Cost Proposal		
Include in this spreadsheet anticipated costs to be funded by the grant and any project / program costs to be funded by the applicant ( <b>a minimum 25% match is required</b> , which may include in-kind services). You may add additional rows as needed.		
Cost item	Amount from grant	Amount from applicant (if any)
Equipment (list items)		
Backhoe (\$25 hourly rate)		\$5,200
Bobcat Skidsteer (\$15 hourly rate)		\$4,680
Materials (list items)		
Compost Buckets (500 * \$8)	\$4,000	
Home Compost Bins (100 * \$75)	\$7,500	
35 gal Totes (20 * \$65)	\$1,300	
Carts, Hand Tools (various)	\$600	
Education Materials / Training	\$3,900	
Compost additives	\$2,000	
Facilities (list items)		
Earthwork and grading		\$2,000
Wash Station	\$1,000	
Labor (list positions, roles, and hourly rate)		
Transfer Stat. Manager - \$31.05		\$496.80
Asst. Transfer Stat. Mgr. - \$13.91		\$1,446.64
Transfer Stat. Attendants - \$12.04		\$5,008.64
Maintenance Staff - \$16.73		\$3,479.84
<b>Totals</b>	\$20,300	\$22,311.92
Notes: Please see the Organizational Chart for roles. Wage rates do not include fringe benefits.		

DISCHARGE OF EXECUTION LIEN

KNOWN ALL MEN BY THESE PRESENTS, that the Town of Readfield, by and through its duly authorized Town Manager, the Plaintiff in an action at law against EDWARD MUNSON, said action having been filed in the Maine District Court, Division of Southern Kennebec, more specifically being Docket No. CV-11-181 in which a Writ of Execution against said Munson was recorded in the Kennebec County Registry of Deeds on 7/19/2012 at **Book 11104, Page 300** does hereby release and discharge the said Execution against Munson as having been fully satisfied.

IN WITNESS whereof, the said Town of Readfield, has caused this instrument to be executed by Eric Dyer, its duly authorized Town Manager, this \_\_\_\_ day of \_\_\_\_\_, 2021.

Town of Readfield

\_\_\_\_\_

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

STATE OF MAINE  
COUNTY OF KENNEBEC

\_\_\_\_\_, 2021

Personally appeared the above-named Eric Dyer and acknowledged the signing of the foregoing instrument to be his free act and deed and his free act and deed in his said capacity.

Before me,

\_\_\_\_\_  
Notary Public  
(Type or Print Name Below Line)

LD/cm