

Readfield Select Board
Meeting Agenda
March 29, 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.

21-094 - Minutes: Select Board meeting minutes of March 15th, 2021.

21-095 - Warrants: #38-39

Communications - 25 min.

Select Board communications. - 5 min.

Town Staff Reports - 5 min.

Boards, Committees, Commissions & Departments - 10 min.

- Hear an update from the Comprehensive Plan Committee
- Budget Committee minutes of February 4, 2021
- Broadband Committee minutes of February 18, 2010
- Rec Board minutes of March 10, 2021

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

Appointments, Reappointments, and Resignations - 5 min.

21-096 - Consider the appointment of Kristin Parks as Interim Town Clerk and Registrar of Voters

21-097 - Consider the resignation of Greg Durgin from the Comprehensive Plan Committee

New Business - 50 min.

21-098 - Consider award of a contract for FY21 and FY22 paving work - 5 min.

21-099 - Consider revisions to the Town Manager's contract - 5 min.

21-100 - Consider employer sponsored retirement plan options and direction - 10 min.

21-101 - Consider a final draft FY22 Budget and Warrant for the June 8, 2021 Town Meeting - 30 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

REGULAR MEETING

- MINUTES
- WARRANTS

Readfield Select Board
Regular Meeting Minutes – Monday, March 15, 2021 – Unapproved

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

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

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

- **21-088 – Minutes: Select Board meeting minutes of February 16, 2021**
 - **Motion** made by Bruce to approve the Select Board meeting minutes of February 16, 2021 as presented, **second** by Kathryn. **Vote** 5-0 in favor.

- **21-089 – Warrants: #36-37 (FY21)**
 - Ralph reviewed Warrants #36-37
 - **Motion** made by Ralph to approve warrants #36-37 in the amount of \$393,675.30, **second** by Kathryn. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Bruce: Recently attended the RSU38 joint meeting, there will be an increase but they are not at the final bottom line yet.
 - Dennis: Heritage Days planning committee is looking for members from committees, the public or anyone who has experience in planning or wants to volunteer. Contact him via email/phone.
 - Dennis: Was contacted by a tax payer regarding the fee schedule at the transfer station. Would like to see the possibility of the fee for light bulbs be removed as more would probably be recycled than thrown away.
 - Dennis: Nomination papers are available at the Town Office with 2 spaces on the Select Board.
 - Kathryn: Was going over the latest Maine Town & City publication and asked if the town has a local health officer (Yes - Oscar Feagin), reminder that this year is the Maine 201 Bicentennial Celebration and also that Select Board members can socialize just not conduct official business.

- **Town Staff Reports**
 - Town roads are posted. Please follow the rules as it cost thousands of dollars in repairs.
 - There were 10 bids received for the paving project and were lower than expected. Road committee is meeting this week and will make a recommendation and will be on the next select board agenda.
 - Received 2 bids for the cemetery tree work – authorized the sexton to go with the lower bidder which was Stevenson Solutions.
 - Snowplowing RFP is up on the website and are accepting bids up until 4/15/2021.
 - There was a lot of activity at the beach this winter with the derby and ice skating.
 - The transfer station should have internet within the next 2 months, looking to accept credit cards.
 - The town office is open to foot traffic within a minimum of 2 people in the lobby at a time.
 - The town is hiring for multiple positions: FT Beach Supervisor, Seasonal grounds and beach positions, Town Clerk and Code Enforcement Officer.

Readfield Select Board
Regular Meeting Minutes – Monday, March 15, 2021 – Unapproved

- **Boards, Committees, Commissions & Departments**
 - Trails Committee minutes of October 27, 2020 & January 26, 2021
 - Library Board minutes of February 3, 2021
- **Public Communications - Members of the public may address the Select Board on any topic**
 - Kathryn wanted to say thank you to everyone who helped at the polls last week.

Appointments, reappointments and Resignations:

- **21-090 – Consider the resignation of Deborah Nichols as Town Clerk**
 - **Motion** made by Bruce to accept the resignation of Deborah Nichols as Town Clerk with regrets, **second** by Kathryn. **Vote** 4-1, no by Bruce.

Old Business:

- **21-073 – Consider a draft of the FY22 municipal budget**
 - Review of changes by Eric with screen sharing.
 - Discussion by Select Board on changes and suggestions.

New Business:

- **21-091 – Consider an increase to Select Board stipends**
 - Information in packet is for increase for members to be \$650.00 to \$1000 and Chair to receive an additional \$500.00 instead of \$1,000. Budget increase from \$4,750 to \$5,500.
 - Recommended by Kathryn to have Chair receive the additional \$1,000. Final budget \$6,000.
- **21-092 – Consider a Liquor License renewal for the Weathervane Restaurant**
 - **Motion** made by Bruce to waive the public hearing for the license renewal, **second** by Kathryn. **Vote** 5-0 in favor.
 - **Motions** made by Kathryn to approve the liquor license renewal for the Weathervane Restaurant, as presented, and authorize the Select Board to sign, **second** by Chris. **Discussion:** Thank you to the Weathervane. **Vote** 5-0 in favor.
- **21-093 – Consider the approval of a Shoreland septic holding tank for Map 134/Lot 008**
 - **Motion** made by Kathryn to approve the subsurface wastewater disposal system applications as presented in the packet and authorizes the select board to sign, **second** by Bruce. **Vote** 5-0 in favor.

Other Business, Upcoming Meetings & Future Agenda Items:

- Upcoming meetings:
 - Next Select Board meeting March 29, 2021
 - Following scheduled for April 20th, May 17th June 7th & June 21st.

Motion made by Bruce to go into executive sessions at 7:50 pm and invite the Town Manager to attend to discuss personnel matters pursuant to 1 MRSA, Section 405, subsection 6(A) and adjourning the meeting afterwards without any actions or vote, **second** by Chris. **Vote** 5-0 in favor.

Readfield Select Board
Regular Meeting Minutes – Monday, March 15, 2021 – *Unapproved*

Executive Session:

- **To have the Select Board hold an Executive Session for the purpose of discussing personnel matters pursuant to 1 MRSA, Section 405, subsection 6(A).**
 - Bruce took us to the Executive Session for the purpose of discussing personnel matters pursuant to 1 MRSA, Section 405, subsection 6(A) at 7:50 PM. There will be no action taken when we come out of the Executive Session.
 - We came out of the Executive Session at 8:34 pm and Kathryn made a motion to adjourn the meeting and Dennis seconded it. It passed 5-0 and the meeting adjourned at 8:35 pm.

Minutes submitted by Kristin Parks, Board Secretary

Mar. 15, 2021 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
38	427	\$ 50,512.11	Warrant	R. Eno	Three	3/12/2021
A	427	\$ 6,223.25	State Fees	R. Eno	One	3/4/2021
B	427	\$ 2,395.50	State Fees	R. Eno	One	3/12/2021
39	445	\$ 23,315.66	Payroll	R. Eno	One	3/15/2021

SUM \$ 73,827.77

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

Treasurer's Warrant

Warrant # 38 & 39

\$73,827.77

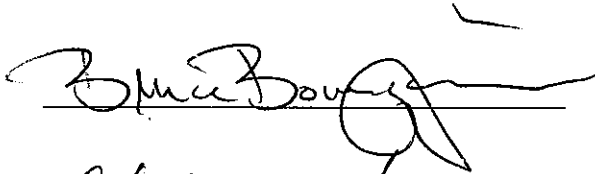
Dates: 3/18/2021

To the Treasurer of Readfield:

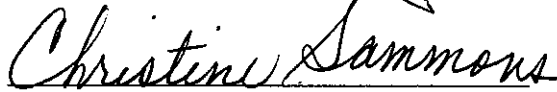
This is to certify that there is due and chargeable to the accounts listed below the sums indicated, and you are directed to pay the amounts listed to the payees named herein.

Payee	Account	Amount	Check #'s
EMPLOYEES	Payroll	\$23,315.66	69720-69691 169720-169736
VARIOUS VENDORS	Accounts Payable	\$50,512.11	69692-69719
	Total	\$73,827.77	

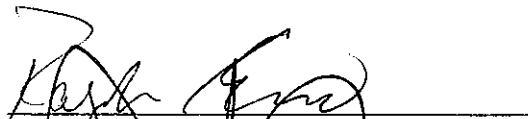
Date Signed: 3-17-2021



Bruce Bourgoine



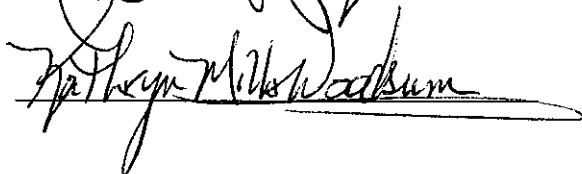
Christine Sammons



Ralph Eno



Dennis Price



Kathryn Woodsum

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	999	181.20	03/18/21	38	0031 Central Maine Power Co
P	999	254.96	03/18/21	38	0031 Central Maine Power Co
P	999	71.74	03/18/21	38	0031 Central Maine Power Co
P	999	19.36	03/18/21	38	0031 Central Maine Power Co
P	999	16.31	03/18/21	38	0031 Central Maine Power Co
P	999	308.98	03/18/21	38	0031 Central Maine Power Co
P	999	394.49	03/18/21	38	0031 Central Maine Power Co
P	999	347.04	03/18/21	38	0031 Central Maine Power Co
P	69692	6,149.25	03/04/21	38	0086 SECRETARY OF STATE (MOTOR VEH)
P	69693	74.00	03/04/21	38	0100 TREAS., STATE OF MAINE (DOGS)
P	69694	2,395.50	03/11/21	38	0086 SECRETARY OF STATE (MOTOR VEH)
R	69695	8,618.37	03/18/21	38	0045 Androscoggin Bank
R	69696	1,755.75	03/18/21	38	0599 Archie's Inc.
R	69697	191.94	03/18/21	38	0024 Baker & Taylor, Inc
R	69698	1,225.00	03/18/21	38	0002 Casco Bay Advisors, LLC
R	69699	7,599.00	03/18/21	38	0034 Cobbossee Watershed District
R	69700	198.00	03/18/21	38	0035 Community Advertiser
R	69701	364.26	03/18/21	38	0199 Connectivity Point Design & Install LLC
R	69702	425.00	03/18/21	38	0038 Copy Center
R	69703	3,584.00	03/18/21	38	0184 Custom Metal Roofs of Maine, Inc
R	69704	1,500.00	03/18/21	38	0591 David Ledew
R	69705	48.85	03/18/21	38	0153 Deborah Nichols
R	69706	437.00	03/18/21	38	0054 ecomaine
R	69707	705.01	03/18/21	38	0704 Fabian Oil
R	69708	104.18	03/18/21	38	0464 Fayette General Store
R	69709	1,720.00	03/18/21	38	0043 Fire Tech and Safety
R	69710	80.61	03/18/21	38	0152 Lowe's
R	69711	9,352.83	03/18/21	38	0065 MAINE MUNICIPAL EMP. HEALTH
R	69712	344.13	03/18/21	38	0823 OTELCO
R	69713	58.33	03/18/21	38	0858 PETTY CASH
R	69714	50.25	03/18/21	38	0406 SAM'S CLUB
R	69715	20.00	03/18/21	38	0561 Shredding on Site
R	69716	92.71	03/18/21	38	0647 Soule's Auto Supply
R	69717	670.09	03/18/21	38	0462 STAPLES CREDIT PLAN
R	69718	887.00	03/18/21	38	0032 Troiano Waste Service,Inc
R	69719	266.97	03/18/21	38	0765 W.B. Mason Co., Inc
Total		50,512.11			

Count	
Checks	36
Voids	0

COMMUNICATIONS

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

Updated Comprehensive Plan Committee Schedule - Through Plan Completion

CPC Meeting Date	New Item Discussion	Old Item Discussion
	Public Participation Plan	
Mar-21	Historical & Archaeological Resources	Vision Statement (Homework)
Apr-21	Land Use and the Built Environment	Public Participation Plan
May-21	Future Land Use	Historical & Archaeological Resources
Jun-21	Agriculture and Forestry (Rural Economic Resources)	Land Use and the Built Environment
Jul-21	Natural Resources (Land & Water Resources)	Future Land Use #1
Aug-21	Outdoor Recreation /Culture	Agriculture and Forestry (Rural Economic Resources)
Sep-21	Demographic Profile*	Natural Resources (Land & Water Resources)
Oct-21	Housing Opportunities*	Outdoor Recreation /Culture
Nov-21	Public Facilities & Services	Demographic Profile*
Dec-21	Capital Investment Plan	Housing Opportunities*
Jan-22	Local Economy*	Public Facilities & Services
Feb-22	Transportation	Capital Investment Plan
		Future Land Use #2
Mar-22	Land Use Maps	Transportation
Apr-22	Implementation of Goals and Policies	Open Review
May-22	Public Meeting (if required) or Open Review	Open Review
Jun-22	Review of Draft Comp Plan #1	Open Review
Jul-22	Review of Draft Comp Plan #2	
Aug-22	Final Review, Committee Vote, Warrant Recommendation	
Sep-22	State Submittal	
Oct-22	Public Presentation and/or Outreach (as needed)	
Nov-22	Town Vote	

Comprehensive Plan Committee Workplan

Section	Other Key Staff	Approach & Input Needed	Notes
1 Agriculture and Forestry (Rural Economic Resources)		Open Space Plan Capital Investment Plan	Conservation Commission Select Board
2 Capital Investment Plan	Dennis Price Henry Clauson Matt Nazar Paula Clark	2010 + 2020 Census	Budget Committee Fire Department Planning Board CEO
3 Demographic Profile*			Readfield Historical Society Planning Board CEO
4 Future Land Use Plan	David Trunnell	2010 + 2020 Census	Age Friendly Committee Planning Board CEO
5 Historical & Archaeological Resources	Romaine Turyn All Matt Nazar Paula Clark	Maps: Public Facilities Transportation Landcover Future Land Use Subdivisions Water Supply Protection Readfield Corner Revitalization Study 2010 + 2020 Census	Enterprise Committee
6 Housing Opportunities*			Conservation Commission Recreation Committee Trails Committee Age Friendly Committee Heritage Day Committee Awesome Bears Society Blizzard Busters Snowmobile Club Town Manager Library Committee Cemetery Committee Age Friendly Committee Dam Committee Solid Waste & Recycling Committee Awesome Bears Society Fire Department School Board Road Committee
7 Implementation of Goals and Policies			
8 Land Use and the Built Environment			
9 Land Use Maps	Paula Clark Matt Nazar	Maranacook Lake Watershed Management Plan Open Space Plan	
10 Local Economy*	Jessica Gorton		
11 Natural Resources (Land & Water Resources)	Jessica Gorton		
12 Outdoor Recreation /Culture	Romaine Turyn Sean Keegan Gary Keilty	Source Water Assessment Report	
13 Public Facilities & Services	Dennis Price Eric Dyer		
14 Transportation			

KVCOG will develop / edit / produce maps.

* Requires 2020 Census Data

Readfield Rec Cte. Meeting

March 10, 2020

Attendees: Hannah, Sean, Lindsey, Kevin, Matt, Amy, Jeff

- Fishing Derby Wrap-Up
 - Lots of great feedback
 - Cobbossee Bait might donate all bait next year
 - Work on donations earlier – try to get a few more
 - Kevin will make a list of this year's donations (shared Google Drive) to add to and keep going
 - Some prizes need to get out
 - Hard getting through/messages/replies
 - \$410 to Eventbrite
 - Should start bank account – Sean will check with Eric
 - Separate fundraising account
 - Then people who have inquired and want to donate to fundraising can be told, etc.
 - **Whose name would be one it:** Eric? Teresa? – someone at TO w/ member of Rec Cte.
 - We could add to forms to make it easier for folks to pay fees, etc.
 - Kevin will bring receipts to town hall for appropriate reimbursement
 - Next year's calendar was approved – picked a date for next year – ending weekend of February vacation; Feb 26, 2022
- Baseball/Softball
 - No other changes in fees
 - Starting (potentially) first weekend in May
 - April 18th – deadline to know teams and send that in to Cal Ripkin
 - Should clarify age for eligible girls; **girls 12 on OR before 1/1/21 are eligible to play**
 - Made form on Eventbrite with custom/specific questions
 - People can pay on FB page either through PayPal or credit card
 - Eventbrite – Sean worked out so can add more than one kid (ticket) to an order
 - Possible promo code for 3+ kids/family
 - Add box to check that they've read waiver statement?
 - Combine Google Form w/Eventbrite.... And other link?
 - Send to Deb @ TO (worked for soccer) & post on FB page (do both or 1 or other? – Sean and Jeff will work out details about what is easier
 - Share flyer with school too
 - Start getting volunteers for Coaching
 - Coaches not just 'assistants'
 - Share manual for whoever wants to coach
 - Have a coaches night/meeting
 - Background check? – paid for it when registering child? – town could pay for

- Cal Ripkin Coaching is \$25 but certificate is good for 2 years – would cost us \$300 approx. for the 12 Readfield Coaches
 - Final forms to US by 4/5
 - Make cloned event w/ \$10 fee for late forms after 4/5
 - Reuse last years flyer/poster and adjust dates
 - Majors/minors – uniforms
 - T-shirts for the rest
 - Sign ups can be done online, or print and bring to TO
- Misc. Things
 - Not doing an Egg Hunt event this year
 - Do a summer softball tournament as a fundraiser field
 - Sean considering running for Select Board – if successful, would have an open spot we need to fill
 - **Next meeting, April 8th, 2021**

Notes from the Readfield broadband committee meeting February 18, 2021

Attendees included Eric Dyer, Kathryn Woodsum, Patrick McCormick, Eric McCourt, Lee Sandler, Dan Wells and Brian Tarbuck

The meeting was called to order at 1830.

The committee introduced one another. Dyer and Woodsum explained that the committee was needed to help review proposals to expand broadband access within Readfield and how that expansion may further the broadband expansion goals of neighboring communities who were pursuing similar solutions.

Dyer referenced the Western Kennebec Lake Community Broadband Association
<https://www.wklcba.org/#:~:text=About%20WKLCA.now%20and%20into%20the%20future.>

The group stressed the importance of getting information about the town's efforts to expand broadband access to the community to address questions, hear broadband experiences and ultimately offer recommendations to the selectboard that would improve access to high speed internet throughout the town.

The pandemic brought the haves and have nots of high speed internet into sharp relief. One of the goals of the town is to attempt to provide broadband equity so all residents could have affordable internet access.

The selectboard is interested in a fair review of options, needs and costs that could ultimately be brought to the voters for consideration.

Of the options considered so far, one that had some appeal was creating a sort of in-house network. This provides a true ownership model and provided control over the infrastructure. Some on the committee were skeptical that this infrastructure could be constructed and maintained in a cost competitive way. However, the idea was not rejected and became one of many options that the committee considered over the evening.

Tarbuck agreed to take notes of the meetings and Wells agreed to chair the broadband committee going forward.

Dyer explained that the recent survey to Readfield residents asking for feedback on broadband access was well received. About half of the respondents were satisfied w/ their existing service. The other half were less satisfied. The conclusion was that Readfield residents could benefit from other options.

A study was completed by Casco Bay Advisers LLC to look at the needs and provide the town and adjacent communities with some rough cost estimates for different broadband options. The committee reviewed the study and it became clear that the questions from the committee needed additional detail to be properly answered. Dyer suggested that the committee review the study and draw up some questions by February 25th that can be asked of the consultant at a meeting on March 4th.

The committee suggested a few questions in the interim including identifying other providers in the area apart from DSL (Consolidated Communications) and cable (Spectrum). The committee will then ask other providers what they offer for tiers of service and fees for service. The schools are slated to receive much faster internet service this spring so there were questions about whether that might present opportunities for the town to consider as well.

The meeting adjourned at about 7:30 PM.

**TOWN OF READFIELD
BUDGET COMMITTEE**

Minutes of Meeting
February 4, 2021

The Budget Committee of the Town of Readfield held a regularly scheduled meeting on February 4, 2021. Due to the ongoing pandemic, the meeting was held via Zoom; notice to the public regarding public participation in the proceedings was posted on the Town website in advance of the meeting. Committee members in attendance included Andrews Tolman; Ed Sims; Rebecca Lambert; and Ellen Schneider. Martin Hanish joined the meeting at approximately 7:30 pm. Eric Dyer, Town Manager and Teresa Shaw, Readfield Finance Director, were also present, as were several members of the public.

Tolman called the meeting to order at 6:35 pm. The first order of business was consideration of the draft minutes of the prior meeting. Sims offered a motion to approve the minutes as presented; Lambert provided a second. The motion passed unanimously.

The Committee agreed to address certain departmental budgets out of order to accommodate those members of the public who were present, representing other Committees of the Town, who intended to present budget recommendations.

Sean Keegan and Hannah Flannery of the Recreation Association presented an overview of their group's planned activities and objectives for the coming year. They noted that there were several capital improvements they hoped to address. This work would be funded at least in part with \$12k in reserves set aside for recreation. The projects include work on the Church Road fields; this activity includes re-surveying, as the last time surveying was done at this site was in 2009. Keegan noted that the Association was engaging in fundraising with the goal of raising approximately \$40k to undertake this project.

Association representatives Keegan and Flannery then described the proposed budget for the beach, noting that the budget they were requesting differed from that included in the paperwork provided by Dyer to Budget Committee members in advance of the meeting. He noted that the Association's goal was to replace the roof on the picnic sheds to make the facility more attractive and usable. Keegan reported that they had recently established an ice rink at the beach, which is something they intend to do each winter. The Association would like to purchase a snowblower to facilitate snow removal from the ice for the rink.

The Personnel budget for the beach reflects an increase due to planned higher levels of staffing; the new staffing configuration will include one beach superintendent and two part time beach attendants. Since the Town voted last year to make the beach "fee free" the cost of personnel will have to be fully funded with tax dollars.

Division 70-60 includes funds for upgrading the utility shed at the beach and the shelter roof tops, as well as general "spiffing up" of the facility. A member of the public attending the meeting noted that the current shelter roof tops are approximately 40 years old.

Finally, the Association members reviewed plans for recreational activities, the cost of which are offset by user fees.

The next item of business was consideration of the Conservation budget. Bruce Hunter and Greg Durgin of the Conservation were in attendance to present that budget. Hunter noted that there are two categories of funding in the Conservation budget: tax supported activities and activities supported with land accounts funds, which are derived from timber sales. He informed the Committee that there will be no planned revenue from a forest harvest for FY22.

The consulting forester has recommended delaying harvesting until such time as pulp prices begin to rise again. They are currently very low, making the proposition of harvesting a costly one.

Hunter then updated the Committee on the vernal pool project. The wrapping up of that initiative had originally been planned for FY21 but was interrupted by the pandemic. Instead, that work will stretch into FY22.

The proposed Conservation budget includes a very modest amount for the Readfield Commission to hold a joint networking event with the Conservation Commissions of Wayne, Manchester and Monmouth, with the intent of strengthening relationships and looking forward to ways the groups might work collaboratively.

Division 80-40 includes \$3k for a collaborative effort with the Age Friendly Committee and the Trails Committee to repair trails that have degraded over time. The Budget Committee was reminded that the Age Friendly Committee has submitted a grant request to fund this work, but the grant would require local match. The \$3k allocation would provide that match.

The proposed budget also includes funding for property taxes due to the Town of Wayne for that portion of the Town forest that falls within Wayne's town limits. It also includes \$1500 for the control of invasives, as recommended by the consulting forester.

Division 80-80 has a budget of \$500 for the cost of new signs at the Torsey Pond Nature Preserve.

In all, the Conservation budget for FY22 totals \$6,250.

Durgin, who is also a member of the Trails Committee, then presented the Trails budget. He stressed that the Committee has worked diligently to keep costs and budget requests as low as possible. He added that there is currently approximately \$1k in the Trails carrying account; the total budget for Trails in the proposed budget is \$500.

Importantly, Durgin pointed out that the work of the Trails Committee is supported generously by many volunteers, giving many hours of their time to ensure the people of the Town have access to this valuable resource. That said, he reported that the trails are currently in rough shape, as the pandemic prevented volunteers - including those from Kents Hill School - of assisting in trail maintenance over the past 11 months.

The Budget Committee then considered Division 30-25, Readfield Heritage Days. The proposed budget is flat funded. Hanish, who joined the meeting at this point, reminded the Committee members of the meeting he had previously reported on regarding increased participation on the part of town volunteers - like Committee members - in Heritage Day activities and the desire of the Select Board to engage in strategies to increase public participation in Heritage Days activities. Hanish suggested some thought be given to budgeting some amount of money for advertising around Heritage Days to boost participation. Dyer noted that he had already allocated a portion of the operating budget for this activity to advertising.

Dyer explained that the revenue budget for Department 30, particularly 1010 - Beach Income, reflects the impact of the Town vote to make the beach fee free. This results in a year over year decline in revenue of \$6492. \$3500 in revenue for beach fees is still anticipated. These revenues would be derived from the sale of non-resident passes and rentals. Dyer noted that this may be a conservative estimate. He also told the Committee that the Heritage Days committee intends to fundraise to cover the cost of fireworks for the event.

The next budget reviewed was 60-10, Roads and Drainage/Road Maintenance. Division 50-50, Engineering, includes \$10k for contract services. This is the amount originally intended for the design phase of the sidewalk on Church Road, a project that has now been approved by Maine DOT. The Town must provide the State with evidence of its capacity to take on the project by budgeting the amounts required under the grant for this type of planning a project work. The Committee was reminded that the construction costs for the sidewalk are reflected in the capital budget.

80-10, Public Ways Operations and Maintenance has a budget for contract services that shows a decline of 7%, year over year. This includes contracted work for ditching and striping. Dyer said that he is anticipating an increase in the cost of sand and gravel, due to the heightened demand in the construction sector, so he felt it prudent to try to cut back on these activities for the coming year until prices stabilize.

60-40, Winter Maintenance also includes a contract services line, that reflects an increase of \$5k over FY21. This is the line where the contract for plowing appears. That contract is being put out for RFP, as the current contract is now coming to an end. Dyer expects that the cost of the service will increase with the new contract.

Dyer also mentioned that the RFP for paving for the Plains Road (to be done in the spring of 2021) and Sturtevant Hill Road, (summer of 2021/FY22) is about to be published.

There were no other material changes in this departmental budget. Overall, the budget reflects an increase of \$10,700 or 2.73%. The Members discussed the potential for these budget figures to be too low, given rapidly rising costs of inputs and services.

The corresponding revenue budget reflects an increase of \$2k in local road assistance state reimbursement.

65-01, Capital Improvements was the next budget section considered. This is the portion of the budget where expenses related to the Select Board's planned broadband project appear. Division 50-50, Engineering, includes \$100k for the cost of planning and design for the project. Dyer clarified that this is Readfield's share of the cost; other towns collaborating in this initiative (e.g., Wayne, Fayette, Mt Vernon, Vienna and perhaps Leeds) will incur similar costs, with total costs allocated based on tax valuations. Total project costs are projected to be approximately \$4 million. Dyer noted that the warrant will include articles for the voters to approve this initiative.

The Committee had a discussion regarding the project and the potential benefit it might provide. Dyer noted that this is a challenging undertaking, as the Town has little to no experience in overseeing/implementing a utilities-type project like this. One member expressed concern that the Select Board would remain committed to an expansive undertaking like this, given the history surrounding the solar project that seems to have been taken off the table after many volunteers spent time on the project's consideration. It was noted that the Budget Committee would have the opportunity to discuss this and other capital projects with the Select Board at an upcoming joint meeting.

The budget for Division 65-30, Equipment Replacement, has been zeroed out. There is no need for future expenditures on this line as the digital conversion is now all but completed.

Division 65-05, Fire Department was reviewed next. 65-12 is the Fire Station addition, which has run over budget. 50-26 shows a budget of \$200k in additional project expenses to cover the cost of installing a sprinkler system for the entire building as opposed to the new bay.

65-30, Library Capital, also reflects project cost overruns. 50-26 includes \$50k for construction costs related to planned installation of egress from the 2nd floor of the building, although the original project budget still has somewhere between \$30k and \$50k in balance to meet this expense. There is also a desire to remodel some of the second floor rooms, essentially expanding the scope of the original project. There was some discussion about focusing on completing the planned project by addressing the need for second floor egress and putting off addition remodeling for later down the road.

65-40, Cemetery Capital is zero, as no capital projects are planned for the coming fiscal year.

65-50, Sidewalks, includes \$45k for the Phase 2 sidewalks reserves required by Maine DOT as a show of commitment to the approved project grant from the state.

70-60 is the budget of for the Salt/Sand Shed replacement, which has been under discussion for several years. Dyer explained that the Town is trying to build a reserve of funds to underwrite this work. He noted that the replacement of the shed is not an emergent issue; the current structure will remain usable for a short while longer. The total cost of replacement will depend on the type of structure chosen — it can be a top of the line, "institutional" type of structure or a simple large carport-like structure, which would be far less costly. The related costs could range from \$400k on the high end to \$100k on the lower end.

80-90, Paving, includes \$175k for paving of Sturtevant Hill Road. This work is on the docket for FY22 as the Town makes its way through paving projects, taking on a handful at a time, thus avoiding the need for a massive amount of road work at one point in time.

65-66 is Leases. 60-50 in this Division includes \$6180 for the lease cost of the new pickup truck. This line was zero in FY21.

65-70, Transfer Station, was considered next. 10-50 is the Capital Reserve for the Transfer Station. The FY22 budget shows a 19% increase of \$24k. Committee members were reminded that this cost is shared amongst the three towns using the Transfer Station.

Consideration of the Transfer Station capital reserves spurred a discussion of how much "room" Readfield has in terms of structurally being able to take on additional debt. This is an important question given the many capital project ideas the Select Board is interested in pursuing and the fact that the cost of borrowing is currently so low. Dyer noted that the leases associated with equipment at the Transfer Station impact the Town's income statement in a manner that occupies a good deal of "fiscal room" that can crowd out the Town's borrowing ability. The only way the Town could bond a project there is for the leases to be first paid off.

65-85, Municipal Building, was reviewed. 50-26 has included funding for improvements to the municipal buildings. As those projects are coming to a close, no funding is required for the coming fiscal year.

The Committee then looked at the associated revenue budget for Capital Projects. Dyer pointed out that he had built in a placeholder for a \$250k bond to fund the installation of the sprinklers at the fire station and the remaining work at the library. There is an interaction with this provision and keeping the tax impact of the budget for all non-public education items flat for FY22.

Department 70-10, Solid Waste has a proposed budget that includes only minor year over year changes. 20-60, Wages, shows only a 0.67% increase. The Members briefly discussed the fact that this rate of increase looks much lower than wage increases in other departments. Dyer indicated he would be researching why that might be.

40-20, Electronic Communications, includes a \$600 budget increase for the cost of internet service for the Transfer Station superintendent. A point of service system is planned for the Transfer Station, which will require internet connectivity.

The cost of contract services for the Transfer Station are shifting a bit. Handling cost are increasing and while tipping charges for single sort are dipping slightly, demo and trash tipping charges are increasing.

60-35, Maintenance, reflects a decline in budget. This is attributable to the good work being done at the facility to maintain equipment in good working order.

65-50 includes \$2k in budgeted funding for the purchase of tools like pallets, cardboard boxes, and so on, at the Transfer Station. The cost center has historically not had a budget for this type of item and adding a line like this will make the budget more transparent.

80-10, Contract Services, includes \$1500 for striping at the Transfer Station. The volume of traffic at the facility results in the need to rest ripe twice each year.

Overall, operations and maintenance budgets for the facility are projected to increase by 2.3%.

The revenue budget for the Transfer Station reflects an improving picture. This improvement is driven by the work of the facility's superintendent, who is doing a very good job. The budget can now reflect revenues that outpace increases in expenses, resulting in an overall net decline in cost center expense.

At this point in the meeting, Lambert provided a quick update on the RSU budget process, in which she participates. She indicated that the budget is no longer looking like it will be flat, as previously thought. Instead, the first draft of the budget shows an increase of just over 4%.

The Committee then reviewed 85-10, Debt Service. Dyer noted that in FY21, a road bond that had been carried for many years was retired. The proposed budget reflects the estimated Year One payment on a the \$250k bond Dyer built in as a placeholder to fund remaining needs at the fire station and library. 90-10, Unclassified, is the overlay, which is budgeted at \$50k, accounting for an anticipated need for more poverty abatements. A similar increase is being budgeted for Local Tax Relief, although this program has not been used much, to date.

90-20 is the department for Non-Profit Agencies. The proposed budget reflects a modest increase as agencies are asking for increased contributions.

90-60, Readfield Enterprise Fund was reviewed. Dyer noted that there is a pending application for these funds - which have not attracted much interest historically - from the Union Meeting House.

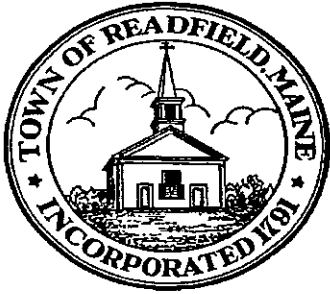
Finally, the Committee considered 95-10, General Assistance, which is flat funded in the budget proposal.

Tolman reminded members that the next meeting would be held on February 25th. That meeting will be a joint meeting with the Select Board, to discuss the Capital Investment Plan.

There being no other business, the meeting was adjourned at 8:50 pm.

Respectfully submitted,
/ejs/

APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS



TOWN OF READFIELD

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

**Office of Registrar
Certificate of Appointment**

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

To: **Kristin Parks**

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

Your term of office is to expire on **June 30, 2021**.

Given under our hands on this ___/___, 2021.

Bruce Bourgoine

Ralph Eno

Dennis Price

Christine Sammons

Kathryn Mills Woodsum

Oath of Office

Municipality of Readfield, Maine

___/___, 2021

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

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

Kristin Parks

State of Maine
County of Kennebec, ss

_____, 2021

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

Before me, _____
, Deputy Clerk



TOWN OF READFIELD

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

Office of Town Clerk Certificate of Interim Appointment

To: **Kristin Parks,**

Pursuant to 30-A M.R.S.A. ss2603 [30-A M.R.S.A. ss2654], I, the undersigned **Town Manager** of the municipality of Readfield, do hereby appoint you as **Interim Town Clerk** to serve at my pleasure, and to have duties as listed in your job description.

Unless earlier dismissed by me, your term of Office expires June 30, 2021, and in any event will cease upon the termination of my tenure in office as **Town Manager**.

Given under my hand this 29th day of March, 2021.

Eric Dyer, Town Manager

Oath of Office Municipality of Readfield, Maine March 29, 2021

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

I, **Kristin Parks**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Interim Town Clerk** of Readfield according to the Constitution and the law of the State.

Kristin Parks

March 29, 2021

State of Maine
County of Kennebec,ss

Personally appeared before me the above-named **Kristin Parks**, who has been duly appointed as the Readfield **Interim Town Clerk** in said municipality and took the oath necessary to qualify for Office and perform the duties thereof.

Before me, _____
, Deputy Clerk

Eric Dyer

From: Greg/Nancy Durgin <durgie@roadrunner.com>
Sent: Wednesday, March 24, 2021 6:03 AM
To: Henry Clauson
Cc: Eric Dyer
Subject: Resignation

Good morning,
I find it necessary to resign from the Comp Plan review committee for personal reasons.
I believe the committee will have great success and provide Readfield with a dynamic plan for its future.

Respectfully,
Greg Durgin
Sent from my iPad Greg D.

NEW BUSINESS

Contractor Name

	Crooker Const.	Hopkins	Spencer	All States	Littlefield	Pike	St Laurent	Mainely	Wellman	Thibodeau
Plains Rd										
9.5mm Tack	\$ 192,717.00	\$ 202,364.82	\$ 172,368.00	\$ 173,325.60	\$ 186,732.00	\$ 159,685.50	\$ 191,280.60	\$ 157,278.00	\$ 189,341.46	\$ 201,096.00
3/4 CSB	\$ 6,860.00	\$ 8,330.00	\$ 11,750.00	\$ 3,920.00	\$ 5,880.00	\$ 4,900.00	\$ 8,400.00	\$ 4,851.00	\$ 4,680.00	\$ 2,799.00
SUM	\$ 20,215.00	\$ 12,206.75	\$ 18,349.00	\$ 8,241.50	\$ 13,373.00	\$ 14,124.00	\$ 21,148.00	\$ 7,759.45	\$ 9,252.25	\$ 11,507.00
Ratt Mill & Gay Rd. In										
Ditching and Brush	\$ 219,792.00	\$ 222,901.57	\$ 202,467.00	\$ 185,487.10	\$ 205,985.00	\$ 178,709.50	\$ 220,828.60	\$ 169,888.45	\$ 203,273.71	\$ 215,402.00
Excavation	\$ 5,500.00	\$ 4,200.00	\$ 2,000.00	\$ 7,250.00	\$ 15,600.00	\$ 10,000.00	\$ 4,500.00	\$ 10,000.00	\$ 5,000.00	\$ 6,500.00
12.5mm	\$ 3,000.00	\$ 2,800.00	\$ 3,000.00	\$ 7,250.00	N/A	N/A	\$ 5,500.00	\$ 6,950.00	\$ 800.00	\$ 5,000.00
3/4 CSB	\$ 8,260.00	\$ 5,575.50	\$ 7,375.00	\$ 7,375.00	\$ 7,670.00	\$ 10,500.00	\$ 8,260.00	\$ 6,047.50	\$ 11,800.00	\$ 4,956.00
SUM	\$ 325.00	\$ 196.25	\$ 500.00	\$ 132.50	\$ 500.00	\$ 165.00	\$ 340.00	\$ 250.00	\$ 375.00	\$ 185.00
Sturtevant Hill Rd.										
9.5mm Tack	\$ 17,085.00	\$ 12,771.75	\$ 12,875.00	\$ 22,007.50	\$ 23,770.00	\$ 20,665.00	\$ 18,600.00	\$ 23,247.50	\$ 17,975.00	\$ 16,641.00
3/4 CSB	\$ 159,390.00	\$ 167,369.40	\$ 142,560.00	\$ 143,352.00	\$ 154,440.00	\$ 127,452.00	\$ 158,202.00	\$ 130,469.25	\$ 156,598.20	\$ 166,320.00
SUM	\$ 5,670.00	\$ 6,859.50	\$ 9,680.00	\$ 3,224.00	\$ 4,836.00	\$ 3,450.00	\$ 6,400.00	\$ 3,994.65	\$ 3,870.00	\$ 2,418.00
South Rd.										
9.5mm Tack	\$ 15,925.00	\$ 9,616.25	\$ 14,455.00	\$ 6,492.50	\$ 10,535.00	\$ 10,890.00	\$ 16,660.00	\$ 6,112.75	\$ 7,288.75	\$ 9,065.00
3/4 CSB	\$ 180,985.00	\$ 183,845.15	\$ 166,695.00	\$ 153,068.50	\$ 169,811.00	\$ 141,792.00	\$ 181,262.00	\$ 140,576.65	\$ 167,756.95	\$ 177,803.00
SUM	\$ 10,790.00	\$ 26,515.50	\$ 9,794.00	\$ 4,399.00	\$ 8,300.00	\$ 7,821.00	\$ 11,288.00	\$ 4,141.70	\$ 4,398.50	\$ 6,142.00
3/4 CSB	\$ 10,790.00	\$ 26,515.50	\$ 9,794.00	\$ 4,399.00	\$ 8,300.00	\$ 7,821.00	\$ 11,288.00	\$ 4,141.70	\$ 4,398.50	\$ 6,142.00
SUM	\$ 428,652.00	\$ 446,033.97	\$ 391,831.00	\$ 364,962.10	\$ 407,866.00	\$ 348,987.50	\$ 431,978.60	\$ 337,854.30	\$ 393,404.16	\$ 415,988.00
TOTAL	\$ 428,652.00	\$ 446,033.97	\$ 391,831.00	\$ 364,962.10	\$ 407,866.00	\$ 348,987.50	\$ 431,978.60	\$ 337,854.30	\$ 393,404.16	\$ 415,988.00

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

This Employment Agreement & Contract outlines the terms and conditions of employment for the position of Town Manager by and through the Select Board of the Town of Readfield, Maine and Mr. Eric W. Dyer. The effective date of this agreement is ~~October 1, 2020~~ April 1, 2021.

Duties and Appointments

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

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

Salary

The Town Manager shall receive a \$3,000 bonus in Fiscal Year 2021 paid as three \$1,000 installments with the first payroll of the month in April, May, and June of 2021.

Annual salary shall be payable in accordance with the payroll procedures in place for all Town employees. Base salary as of ~~October 1, 2020~~ July 1, 2020 shall be \$ ~~64,640~~ 78,000. Annually at the anniversary of this contract, beginning on ~~October 1, 2021~~ July 1, 2022, a minimum salary change of the Northeast Regional Consumer Price Index for all goods and services for the 12 month period ending in ~~July~~ April of the current year will be implemented. The Select Board reserves the right to supplement the CPI adjustment with additional merit pay, as deemed appropriate at the sole discretion of the Select Board.

Performance Evaluations

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

Personal Time Off

PTO will be granted at ~~18~~ 23 days per year. PTO will be cumulative and any unused balance may be carried forward to subsequent years. Total PTO accrual, at the end of the Fiscal Year, will not exceed 120 hours. Upon separation, the Town will compensate the Town Manager for 100% of all accrued PTO-based upon the Town Manager's salary as of the date of separation.

Health and Dental and Vision Insurance

The Town shall pay 100% of the cost of the health insurance through the MMEHT POS 200 plan for the Town Manager ~~and his family~~, and 100% of the dental and vision insurance premium for the Town Manager. If the Town Manager elects any additional dependent insurance premiums, the Town Manager

shall pay for such cost. Any consideration of a plan change during the contract period will be negotiated jointly by the Select Board and Town Manager. Town will establish an employee account in the amount equal to the maximum out of pocket requirements for the POS 200 plan to be paid towards the out of pocket maximum associated with the POS 200 plan.

Retirement / Dependent Care

The Town participates in the Social Security System. Both the Town and the Town Manager shall make the required respective contribution to the System, the amounts of the contributions to be determined in accordance with federal law. The Town shall also ~~match any contribution made by the Town Manager~~ contribute to the International City Manager's Retirement Corporation or similar retirement plan, ~~or to a town managed dependent care account up to six~~ five (6.005.00%) percent of the Town Manager's annual salary. Payment shall be made in accordance with the plan in place for the Town of Readfield.

Travel Allowance

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

Professional Development

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

Term and Termination

The initial Term of this contract shall be three years extending from ~~October 1, 2020~~ July 1, 2021 through ~~September 30, 2023~~ June 30, 2024. The Select Board shall notify the Town Manager on or prior to ~~June 30, 2021~~ 2022 as to whether it wishes to negotiate a one-year extension of this contract through ~~2024~~ 2025, and again prior to ~~June 30, 2023~~ 2022 as to whether it wishes to negotiate a one-year extension of this contract through ~~2025~~ 2026. A one-year extension will occur automatically if no notice received prior to ~~September~~ June 30.

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

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

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

Indemnification

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

Other Benefits and Obligations

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

Signatures

Town Manager:

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

Select Board for the Town of Readfield:

Read and agreed to:

Bruce Bourgoine, Chair

Dennis Price, Vice Chair

Chris Sammons

Kathryn Mills Woodsum

Ralph Eno

Date

DRAFT



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

March 31, 2021

The Town of Readfield, Maine is requesting proposals from qualified pension or investment consulting firms or individuals with municipal client experience for the following services. It is our expectation that only complete proposals be submitted (i.e responsive Financial Advisors would identify their partner Plan Administrators and potential Investment Fund partners). We are not requesting proposals for stand-alone services.

Financial Advisory Services:

1. Provide ongoing financial advisory services for eligible town employees on an individual and group basis
 - A. Group services being provided no less than twice per year with reporting no less than quarterly
 - B. Individual services being provided within one month of hire or election to participate in the town's retirement program and then on an as-needed basis.
 - C. Schedule of fees and costs for employee advisory services on an initial and annual basis.
2. Assist with and recommend the selection and engagement of a Plan Administrator (see below)
3. Assist with and recommend the selection and engagement of an Investment Fund Company
 - A. List of Investment Funds or Companies with whom the Financial Advisor has an established relationship and recommendation of a preferred provider.
 - B. Schedule of fees and costs for the preferred provider on an initial and annual basis.
4. Documentation of licenses and certifications of senior management and relevant staff.
5. List of municipalities and contact information for whom Financial Advisory services are provided.

Plan Administrator Services:

1. Develop a plan document for the town's participant-directed defined contribution, money purchase retirement plan which shall be compliant with state/federal pension law.
2. Develop a proposal to provide the town of Readfield, on an annual basis, with advisory services including, but not limited to:
 - A. Review of annual town plan contributions for participants to ensure accuracy and contract compliance.
 - B. Provide administrative oversight/guidance to plan trustees as needed for matters such as budgeting and plan design, vesting, loans, death benefits, participant tax liability and domestic relations orders.
 - C. Issuance of annual participant statements and an annual plan status report reflecting assets under management.
 - D. Price for creation of the plan document

- E. Annual costs for administrative services, participant statements and any other fees/charges.
- F. Cost for periodic review of the plan document for pension law compliance.
- G. Documentation of licenses and certifications of senior management and relevant staff.
- H. List of municipalities and contact information for whom pension consulting services are provided.

Proposals are due by 3:30pm on Thursday, April 15th and must be mailed or hand delivered to the Town of Readfield in a sealed envelope clearly marked "INVESTMENT CONSULTING PROPOSAL - DO NOT OPEN". Questions may be directed to Town Manager Eric Dyer via email or voice contact. The Town of Readfield reserves the right to reject any and all proposals at its sole discretion.

Annual Town Meeting Warrant/Secret Ballot

Tuesday, June 8, 2021 Polls Open 8am – 8pm

To: Lee Mank, resident of the Town of Readfield, in the County of Kennebec, State of Maine
GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Readfield in said county and state, qualified by law to vote in town affairs, to meet at the **Kents Hill School - Alford Athletic Center, 1617 Main St** in said Town on Tuesday, the 8th day of June, A.D. 2021, at eight o'clock in the forenoon, then and there to act upon Article 1 and by secret ballot on Articles 2 through 42 as set out below, the polling hours therefor to be from 8 o'clock in the forenoon until 8 o'clock in the afternoon, said articles being the following:

Article 1: Elect a moderator by written ballot to preside at said meeting.

Article 2: Elect two Select Board members for a three-year term:

Write in: _____

Write in: _____

Elect two RSU #38 School Board members for a three-year term:

Write in: _____

Write in: _____

Elect one Local School Committee member for a one-year term:

Write in: _____

Article 3: Shall the Town of Readfield vote to allow the Select Board to establish Salaries and or Wages of town officers and employees, not elsewhere established, for the period July 1, 2021 through June 30, 2022?

Article 4: Shall the Town vote to fix September 24, 2021 or thirty days after the taxes are committed, whichever is later, and February 25, 2022 as the dates upon each of which one-half of the property taxes are due and payable, and as the dates from which interest will be charged on any unpaid taxes at a rate of 6% per year, which is the State rate pursuant to Title 36 MRSA, 505.4?

Article 5: Shall the Town vote to authorize the Tax Collector to Pay Interest at a rate of 4% , which is the same as the State Rate of 4% , from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, § 506 & 506A?

Article 6: To see if the Town will vote to authorize the municipal officers, If an Article Fails, to spend an amount not to exceed 3/12 of the budgeted amount in each operational budget category that the town is legally obligated to pay, of the last year's approved budgeted amount during the period July 1, 2021 to October 1, 2021?

Article 7: Shall the Town vote to raise and appropriate \$ 620,098 for the Administration budget category for the following budget lines with Grant Writing, Heating Assistance and Attorney Fees unexpended balances to be carried forward?

Municipal Administration	\$321,375
Insurance	\$150,913
Office Equipment	\$ 6,720
Assessing	\$ 23,675

CEO/LPI/BI	\$ 76,715
Planning Board	\$ 1,100
Appeals Board	\$ 100
Grant Writing/Planning Ser.	\$ 12,000
Heating Assistance	\$ 2,500
Attorney Fees	\$ 25,000

Select Board recommends: *Budget Committee recommends:*

Article 8: Shall the Town vote to raise and appropriate **\$144,915** for the **Municipal Maintenance** budget category?

General Maintenance	\$ 100,765
Building Maintenance	\$ 35,900
Vehicles Maintenance	\$ 8,250

Select Board recommends: *Budget Committee recommends:*

Article 9: Shall the Town vote to raise and appropriate **\$75,466** for the **Community Services** budget category for the following budget lines, with the unexpended balance of the **Age Friendly and Library** budget line carried forward?

Animal Control	\$ 14,445
Kennebec Land Trust	\$ 250
Kennebec Valley Council of Governments	\$ 4,500
Age Friendly Initiatives	\$ 2,100
Library Services	\$ 37,666
Readfield TV	\$ 7,085
Street Lights	\$ 4,000
Broadband	\$ 5,000
Maranacook Lake Dam	\$ 420

Select Board recommends: *Budget Committee recommends:*

Article 10: Shall the Town vote to raise and appropriate **\$50,321** for the **Recreation, Parks, Activities and Open Space** budget category for the following budget lines with any unexpended balances to be carried forward?

Beach	\$ 17,235
Recreation	\$ 18,586
Heritage Days	\$ 5,000
Conservation	\$ 6,250
Town Properties	\$ 2,750
Trails	\$ 500

Select Board recommends: *Budget Committee recommends:*

Article 11: Shall the Town vote to raise and appropriate **\$154,335** for the **Protection Department** budget category for the following budget lines with the any unexpended balances to carry forward from Fire Department Operations and Tower Sites into capital reserve account?

Fire Department Operating	\$ 74,425
Ambulance Service	\$ 38,110
Tower Sites	\$ 4,550
Dispatching	\$ 36,750
Emergency Operations	\$ 500

Select Board recommends: *Budget Committee recommends:*

Article 12: Shall the Town vote to raise and appropriate **\$22,700** for the **Cemetery Materials & Services** budget category, with any unexpended balances to carry forward?

Select Board recommends: *Budget Committee recommends:*

Article 13: Shall the Town vote to raise and appropriate **\$417,850** for the **Roads & Drainage** budget category for the following budget lines with any unexpended balance to be carried forward for the Summer Roads budget?

Summer Road Maintenance	\$ 125,200
Winter Road Maintenance	\$ 292,650

Select Board recommends: Budget Committee recommends:

Article 14: Shall the Select Board of the Town be authorized to enter into one or more agreements providing for (a) capital improvements to the Fire Station, Library and Road Improvements (b) borrowing on behalf of the Town, a sum not to exceed **\$395,000** on such terms as it determines are necessary and proper pursuant to 30-A M.R.S.A. §5772 and other applicable Maine law, including the interest rate and the principal payment dates, for the purpose of appropriating funds to pay all or a portion of the costs of capital improvements to the Fire Station, Library and Roads?

Select Board recommends: Budget Committee recommends:

MUNICIPAL TREASURER'S FINANCIAL STATEMENT

1. Town Indebtedness

A. Bonds outstanding and unpaid:	\$939,372.03
B. Bonds authorized and unissued:	\$ 0.00
C. Bonds to be issued if Article 14 is approved:	\$395,000.00
Total:	\$1,334,372.03

Costs- Warrant Article 14 **Town Building Improvements** and Paving

At an estimated interest rate of two and one-half percent (2.5%) for a term of **fifteen (15)** years, the estimated cost of this bond issue will be:

A. Total Bond Principal:	\$395,000.00
B. Total Estimated Interest:	\$ 81,115.74
C. Total Estimated Debt Service:	\$476,115.74

2. **Validity-** The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

3. **Debt Limit-** In accordance with 30-A M.R.S.A. §5701 & §5702, a municipality may not borrow funds if the borrowing would cause the municipality to exceed its debt limit.

A. 2021 State Valuation:	\$301,400,000
B. Limit Factor:	x 7.5%
C. Debt Limit:	\$22,605,000.00

Prepared by: Eric W. Dyer, Treasurer

Article 15: Shall the Town vote to raise and appropriate **\$892,858** for the **Capital Improvements** budget category for the following budget lines with all accounts to be carried forward?

Fire Dept.	\$ 10,000
Fire Station Addition	\$ 200,000
Gile Hall	\$ 10,000
Parks & Recreation	\$ 75,000
Library Building	\$ 50,000
Open Space	\$ 10,000
Cemetery	\$ 5,000
Sidewalk	\$ 45,000
Roads	\$ 422,000
Equipment	\$ 15,000
Equipment Leases	\$ 6,177
Transfer Station	\$ 44,681

Select Board recommends: Budget Committee recommends:

Article 16: Shall the Town vote to raise and appropriate **\$323,665** for the **Solid Waste** budget category with all accounts to be carried forward?

Select Board recommends: Budget Committee recommends:

Article 17: Shall the Town vote to raise and appropriate **\$49,000** for the **Regional Assessments** budget category for

the following budget lines which the town is legally bound to pay?

Cobbossee Watershed	\$ 24,000
First Park	\$ 25,000

Select Board recommends: *Budget Committee recommends:*

Article 18: Shall the Town vote to raise and appropriate **\$310,000** for the **Kennebec County Tax** budget category which the town is legally bound to pay?

Select Board recommends: *Budget Committee recommends:*

Article 19: Shall the Town vote to raise and appropriate **\$125,224** for the **Debt Service** budget category for the following budget lines which the town are legally bound to pay?

2016 Fire Truck Bond	\$ 54,132
2018 Maranacook Lake Dam Bond	\$ 19,242
2020 Municipal Building Bond	\$ 46,442
2021 Municipal Building and Paving	\$ 5,408

Select Board recommends: *Budget Committee recommends:*

Article 20: Shall the Town vote to appropriate **\$10,000** for **Local Tax Relief** budget category, with any unexpended balances to be carried forward?

Select Board recommends: *Budget Committee recommends:*

Article 21: Shall the Town vote to raise and appropriate the requested amount of **\$1,000** for the **Kennebec Behavioral Health**?

Select Board recommends: *Budget Committee recommends:*

Article 22: Shall the Town vote to raise and appropriate the requested amount of **\$1,513** for the **Central Maine Agency on Aging/Cohen Center/Senior Spectrum**?

Select Board recommends: *Budget Committee recommends:*

Article 23: Shall the Town vote to raise and appropriate the requested amount of **\$1,250** for the **Family Violence Agency**?

Select Board recommends: *Budget Committee recommends:*

Article 24: Shall the Town vote to raise and appropriate the requested amount of **\$2,362** for the **Courtesy Boat Inspection Program**, with **\$1,575** for the **Maranacook Lake Association** and **\$787** for the **Torsey Pond Association**?

Select Board recommends: *Budget Committee recommends:*

Article 25: Shall the Town vote to raise and appropriate the requested amount of **\$910** for the **Sexual Assault Agency**?

Select Board recommends: *Budget Committee recommends:*

Article 26: Shall the Town vote to raise and appropriate the requested amount of **\$2,500** for the **30 Mile River Association**?

Select Board recommends: *Budget Committee recommends:*

Article 27: Shall the Town vote to raise and appropriate the requested amount of **\$5,000** for continued restoration of the **Readfield Union Meeting House**?

Select Board recommends: *Budget Committee recommends:*

Article 28: Shall the Town vote to appropriate **\$1,569** paid to the Town by the State (based on snowmobile

registrations) for the **Readfield Blizzard Busters Snowmobile Club** to be used for trail creation and maintenance?

Select Board recommends: *Budget Committee recommends:*

Article 29: Shall the Town vote to raise and appropriate **\$70,000** for the **Unclassified** budget category for the following budget lines with Readfield Enterprise Fund and Revaluation unexpended balance to carry forward?

Readfield Enterprise Fund	\$10,000
Real Estate Property Revaluation	\$10,000
Overdraft	\$ 5,000
Abatements	\$45,000

Select Board recommends: *Budget Committee recommends:*

Article 30: Shall the Town vote to raise and appropriate **\$10,000** for the **General Assistance** budget category?

Select Board recommends: *Budget Committee recommends:*

Article 31: Shall the Town vote to authorize **Expenditure of Revenues** from Federal, State, and private grant sources for those purposes for which the grant is intended?

Select Board recommends: *Budget Committee recommends:*

Article 32: Shall the Town vote to accept the following **Estimated Revenues** to reduce the 2021 Tax Commitment?

State Revenue Sharing	\$ 225,000
Interest on Property Taxes	\$ 30,000
Interest on Investments	\$ 6,000
Veterans Exemption	\$ 4,000
Homestead Exempt. Reimbursement	\$ 211,911
Tree Growth Reimbursement	\$ 9,000
BETE Reimbursement	\$ 6,955
Boat Excise Taxes	\$ 7,500
Motor Vehicle Excise Taxes	\$ 575,000
Agent Fees	\$ 9,000
Newsletter	\$ 100
Public Notice Fees	\$ 500
Business License Fees	\$ 50
Certified Copy Fees	\$ 1,500
Other Income	\$ 5,000
Heating	\$ 2,500
Plumbing Fees	\$ 5,000
Land Use Permit Fees	\$ 6,000
Inter local CEO/LPI	\$ 36,135
Fuel Tax Reimbursement	\$ 200
Dog License Fees	\$ 2,500
Rabies Clinic	\$ 1,000
Library Revenue	\$ 3,167
Cable Television Fees	\$ 30,000
Beach Income	\$ 3,500
Recreation Income	\$ 14,210
Heritage Days	\$ 500
Protection	\$ 3,450
Local Roads	\$ 32,000
Bond Proceeds	\$ 395,000
Ballfields Donations	\$ 45,000
Sidewalks	\$ 36,000
Transfer Station Capital	\$ 14,533
Transfer Station	\$ 216,838
First Park	\$ 25,000
Snowmobile (State reimb.)	\$ 1,569

Enterprise Fund	\$ 2,000
General Assistance (State reimb.)	\$ 5,000
Total	\$1,972,618

Select Board recommends: *Budget Committee recommends:*

Article 33: Shall the Town vote to appropriate the following **Designated Funds** to reduce the 2021 Tax Commitment?

Conservation	\$ 5,450
Local Tax Relief	\$ 10,000
Municipal Building Bond	\$ 25,000
Readfield Enterprise Fund	\$ 8,000
Recreation	\$ 5,000
Roads Operating	\$ 50,000
Sidewalk Capital	\$ 9,000
Transfer Station Capital	\$ 19,820
Trust Funds Cemetery Perpetual Care	\$ 6,000
Total	\$138,270

Select Board recommends: *Budget Committee recommends:*

Article 34: Shall the Town vote to authorize the Select Board to expend up to **\$25,000** from the **Unassigned Fund Balance** (General Fund), in the aggregate for one or more purposes as necessary to meet contingencies that may occur during the ensuing fiscal year?

Select Board recommends: *Budget Committee recommends:*

Article 35: Shall the Town vote to appropriate **\$225,000** from the **Unassigned Fund Balance** to **reduce the total tax commitment?**

Select Board recommends: *Budget Committee recommends:*

Article 36: Shall the Town vote to transfer **\$10,000** from the **Cemeteries Operating Reserve** to the **Cemeteries Capital Reserve Account?**

Article 37: Shall an ordinance entitled **Town of Readfield Solar Ordinance**, be enacted? (A copy of said Ordinance is attached to this Warrant.)

Article 38: Shall an ordinance entitled **2021 Amendments to the Town of Readfield Land Use Ordinance**, be enacted? (A copy of said Ordinance is attached to this Warrant.)

Article 39: Pursuant to 30-A M.R.S. § 2501(3), Shall the Town vote to be governed by Title 21-A, § 696(2)(C) and Title 21-A, § 722-A, intending that votes for write-in candidates in municipal elections beginning with the 2022 Annual Town Meeting will be counted only if each write-in candidate has filed a timely declaration of write-in candidacy with the Municipal Clerk.

Article 40: The following is a non-binding question to establish interest and guidance for future town considerations: Should the Select Board in 2021 and 2022 pursue the establishment of a fiber to the home high speed internet network available to all residents?

Article 41: To see if the town will authorize the Board of Selectmen to convey to state legislators, Members of Congress, Governor, and President of the United States that the town hereby calls upon our Federal elected representatives to enact carbon-pricing legislation to protect Maine from the costs and environmental risks of continued climate inaction. To protect households, we support Cash-Back Carbon Pricing that charges fossil fuel producers for their carbon pollution and rebates the money collected to all residents on an equal basis with monthly dividend checks. The record of the vote approving this article shall be transmitted by written notice to the above mentioned parties by the Board of Selectmen within 30 days of this vote.

Article 42: Should the Town continue to use the **Secret Ballot** process for the 2022 Annual Town Meeting?

Voted & Approved on _____, 2021 by:

Bruce Bourgoine, Chair

Christine Sammons, Vice Chair

Ralph Eno

Dennis Price

Kathryn Mills Woodsum

A true copy of the warrant,

Attest: _____
Kristin Parks, Interim Town Clerk
Town of Readfield

SECTION 4. NON-CONFORMING STRUCTURES

A. Expansions

A non-conforming structure may be added to or expanded after obtaining a permit from the same permitting authority as that for a new structure, if such addition or expansion does not increase the non-conformity of the structure, as defined in paragraph 4.E.2 below, and is in accordance with subparagraphs (1) and (2) 1 through 4 below.

1. Legally existing non-conforming principal and accessory structures that do not meet the water body or wetland setback requirements may be expanded or altered as follows, as long as all other applicable standards contained in this Ordinance are met.

1. ~~a.~~ Expansion of ~~any portion of a structure, any portion of which is located~~ within 25 feet, horizontal distance, of the normal high-water line of a water body, tributary stream or upland edge of a wetland is prohibited, even if the expansion will not increase nonconformity with the water body, tributary stream, or wetland setback requirement.

2. ~~b.~~ Expansion of an accessory structure that is located closer to the normal high-water line of a water body, tributary stream, or upland edge of a wetland than the principal structure is prohibited, even if the expansion will not increase nonconformity with the water body, tributary stream, or wetland setback requirement.

3. ~~c.~~ For structures, any portion of which is located less than 75 feet, horizontal distance, from the normal high-water line of a water body, tributary stream, or upland edge of a wetland, expansion shall not cause the maximum combined total floor area for all portions of those structures to exceed 1,000 square feet. ~~and The maximum height of any portion of such a structure that is within 75 feet, horizontal distance, of a waterbody, tributary stream or upland edge of a wetland is may not be made greater than 20 feet or the height of the existing structure, whichever is greater.~~

4. ~~d.~~ For structures, any portion of which is located less than 100 feet, horizontal distance, from the normal high water line of a waterbody, expansion shall not cause the maximum combined total floor area for all portions of those structures to exceed 1,500 square feet. ~~and The maximum height of any portion of such a structure may not be made greater than 25 feet or the height of the existing structure, whichever is greater. except that any portion of those structures located less than 75 feet from the normal high water line of a water body, tributary stream, or upland edge of a wetland must meet the floor area and height limits of paragraph (c).~~

~~e.~~ Expansion of a structure(s) partially located within 100 feet of the normal high water line of a waterbody is subject to Site Review by the Planning Board under the provisions of this Ordinance if the structure(s) is proposed to exceed 1500 square feet of floor area. In no case shall such a structure or portion of a structure exceed 1500 square feet within the 100 foot setback. Further, if such structure is also partially located within 75 feet of the normal high water line of a waterbody or upland edge of a wetland, that portion of the structure is also subject to the limitations set forth in paragraph (c) above.

B. Foundations ~~2.~~

Whenever a new, enlarged or replacement foundation is constructed beneath an existing non-conforming structure, the development is subject to Planning Board Site Review and the structure and new foundation shall be placed such that the setback requirements are is met to the greatest practical extent as determined by the Planning Board in accordance with paragraph 4.E (1-2) below. basing its decision on: The following requirements must also be met:

1. The completed foundation will not extend beyond the exterior dimensions of the structure, except for expansions in conformity with Section 4.A above; and

2. The foundation will not cause the height of the structure to be elevated by more than three (3) additional feet or the height of the existing structure if it exceeds the maximum allowable height, whichever is greater.

- ~~a) the criteria specified in paragraph B Relocation, below;~~
- ~~b) that the completed foundation does not extend beyond the exterior dimensions of the structure, except for expansions in conformity with Section 4.A.1 above; and~~
- ~~c) that the foundation does not cause the height of the structure to be elevated by more than three (3) additional feet or the height of the existing structure if it exceeds the maximum allowable height, whichever is greater.~~

If the new foundation includes a basement and the structure is relocated to be at least 50 feet from the normal high-water line of a waterbody, then the foundation shall not be considered to be an expansion of the floor area of the structure.

C. B. Relocation

1. A non-conforming structure may be relocated within the boundaries of the parcel on which the structure is located, subject to Planning Board review, provided the site of relocation conforms to all setback requirements to the greatest practical extent as determined by the Planning Board in accordance with paragraphs 4.E (1-2) below, and provided:

- a) the applicant demonstrates the present subsurface sewage disposal system meets the requirements of the State of Maine Subsurface Wastewater Disposal Rules, or that a new system can be installed in compliance with the Law and said Rules.
- b) any expansion of a relocated structure shall be in conformance with the provisions of paragraph 4.A above; any expansions to the relocated structure do not exceed the expansion limitations set forth in Article 3, Section 4.A.1, or the size of the original structure, whichever is greater; and
- c) the structure is not relocated in a manner that causes the structure to become more non-conforming.

2. When it is necessary to remove vegetation in order to relocate a structure, that vegetation shall be replaced in accordance with the standards of paragraph 4.F below.

~~2. In determining whether the building relocation meets the setback to the "greatest practical extent," the Planning Board shall consider, among other factors, the size of the lot, the slope of the land, the height of the building, the potential for soil erosion, the location of other structures on the property and or adjacent properties, the location of the septic system and other on-site soils suitable for septic systems, the type and condition of the building's foundation, and the type and amount of vegetation to be removed to accomplish the relocation.~~

~~When it is necessary to remove vegetation within the water or wetland setback area in order to relocate a structure, the Planning Board shall require replanting of native vegetation to compensate for the destroyed vegetation. In addition, the area from which the relocated structure was removed must be replanted with vegetation. Replanting shall be required as follows:~~

- ~~(a) Trees removed in order to relocate a structure must be replanted with at least one native tree, three (3) feet in height, for every tree removed. If more than five trees are planted, no one species of tree shall make up more than 50% of the number of trees planted. Replaced trees must be planted no further from the water or wetland than the trees that were removed.~~

~~, damaged, or removed must be reestablished within the setback area. The vegetation and/or ground cover must consist of similar native vegetation and/or ground cover that was disturbed, destroyed or removed.~~

- ~~(b) Where feasible, when a structure is relocated on a parcel the original location of the structure shall be replanted with vegetation which may consist of grasses, shrubs, trees, or a combination thereof.~~

~~Other woody and herbaceous vegetation, and ground cover, that are removed or destroyed in order to relocate a structure must be re-established. An area at least the same size as the area where vegetation and/or ground cover was disturbed~~

DC. Reconstruction or Replacement

1. Any non-conforming structure which fails to meet the requirements of this Ordinance, and which is removed, or damaged or destroyed, regardless of the cause, by more than 50% of the market value of the structure before such damage, destruction or removal, may be reconstructed or replaced provided that a permit is obtained within one year of the date of said damage, destruction or removal and provided that such reconstruction or replacement is in compliance with all requirements of this Ordinance to the greatest practical extent as determined by the Planning Board ~~in accordance with as referenced in paragraph 4.E.(1-2)B-2 above below. Except that s~~ Such a structure may be reconstructed or replaced with a permit from the Code Enforcement Officer if it is in conformance with all requirements of this Ordinance. In no case shall a structure be reconstructed or replaced so as to increase its non-conformity. A reconstructed or replacement structure shall not be any larger than the original structure, except as allowed pursuant to paragraph 4.A above. When it is necessary to remove vegetation in order to replace or reconstruct a structure, that vegetation shall be replaced in accordance with the standards of paragraph 4.F below. native to the area must be replanted or the area otherwise stabilized.

2. Any non-conforming structure which is damaged or destroyed by 50% or less of the market value of the structure, excluding normal maintenance and repair, may be reconstructed in place with a permit from the Code Enforcement Officer.

~~3. In determining whether the building reconstruction or replacement meets the setback requirements to the greatest practical extent, the Planning Board shall consider in addition to the criteria in paragraph B (Relocation) above, the physical condition and type of foundation present, if any.~~

E. Setback conformity to the Greatest Practical Extent

1. In determining whether the building relocation, reconstruction or replacement, or the construction of a new, enlarged or replacement foundation beneath an existing non-conforming structure meets the setback requirements to the "greatest practical extent," the Planning Board shall consider all relevant among other factors including, but not limited to: the size of the lot, the slope of the land, the height of the building, the potential for soil erosion, the location of other structures on the property and/or adjacent properties, the location of the septic systems, the location of any existing easements, the type and condition of the building's foundation, and the type and amount of vegetation to be removed to accomplish the relocation. Further, the Planning Board shall determine that such relocation, reconstruction, replacement or foundation construction does not cause an "increase in non-conformity" as defined in paragraph 4.E.2 below.

2. For purposes of this section, "increase in non-conformity" means further deviation from the dimensional standard(s) creating the non-conformity such as, but not limited to, reduction in waterbody, wetland, road, or property boundary setback distances, increase in lot coverage, or increase in height of a structure, except that the permitting authority may allow a decrease of the required non-waterbody or non-wetland setback distance(s) of up to 50% if:

a) That decrease results in an increase in the setback distance from the waterbody/wetland; and,

b) The sum of all dimensional setback distances remains the same or is increased; and,

c) No objection to such setback decrease is expressed prior to the close of the public hearing on the application that includes the decrease, by any abutter potentially affected; and,

d) Any such decrease is otherwise consistent with the provisions of the Land Use Ordinance.

NOTE: Example: Required setbacks are: 100 feet from water, 20 feet from side property lines, and 50 feet from roads. An existing non-conforming house/foundation is 30 feet from the water and meets all other setbacks. Proposal is to move the house/foundation back to 90 feet from the water, a gain of 60 feet in conformity. However, to achieve this, the house/foundation will now be 15 feet from each side setback and 40 feet from the road. That is an increase in non-conformity of 20 feet (5+5+10), for a net gain of 40 feet in conformity (60-20). This results in an increase in setback from the water and an increase in the sum of all setbacks.

F. Vegetation Removal and Replacement

1. When it is necessary to remove vegetation within the water or wetland setback area in order to relocate, reconstruct or replace a structure, the Planning Board shall require replanting of native vegetation to compensate for the destroyed vegetation. In addition, the area from which any the-relocated-structure was- is removed or relocated must be replanted with vegetation consisting of grasses, shrubs, trees, or a combination thereof. Replanting shall be required as follows:

2. Trees removed in order to relocate, reconstruct or replace a structure must be replanted with at least one native tree, three (3) feet in height, for every tree removed. If more than five trees are planted, no one species of tree shall make up more than 50% of the number of trees planted. Replaced trees must be planted no further from the water or wetland than the trees that were removed.

3. Other woody and herbaceous vegetation, and ground cover, that are removed or destroyed in order to relocate, reconstruct or replace a structure must be re-established. An area at least the same size as the area where vegetation and/or ground cover was disturbed, damaged, or destroyed must be re-established within the setback area. The vegetation and/or ground cover that was disturbed, destroyed or removed.

~~Where feasible, when a structure is relocated on a parcel the original location of the structure shall be replanted with vegetation which may consist of grasses, shrubs, trees, or a combination thereof.~~

G.D. Change of Use of a Non-Conforming Structure

1. The use of a non-conforming structure shall not be changed to another use unless the Planning Board, after receiving a written application, determines that the new use shall not have a greater adverse impact on the water body, tributary stream or wetland, or on the subject or adjacent properties and resources than the existing use.

2. In determining that no greater adverse impact shall occur, the Planning Board shall require written documentation from the applicant, regarding the probable effects on the public safety, erosion and sedimentation, water quality, fish and wildlife habitat, vegetative cover, visual and actual points of public access to waters, natural beauty, floodplain management, archaeological and historic resources and functionally water-dependent uses.

H.E. Accessory Structures

1. One non-conforming accessory structure not to exceed eighty (80) square feet in floor area, nor eight (8) feet in height, may be placed on a legally-existing non-conforming lot of record for the storage of the personal property of the property owner only, provided all of the following conditions can be met:

- a) there is no existing storage building on the lot,
- b) there has been no conversion of a previously existing storage building to another use,
- c) there is no location on the lot on which to locate a fully conforming building,
- d) the building does not cause the lot to exceed any applicable lot coverage or vegetation clearing limitations;
- e) no utilities are connected to the structure;
- f) the proposed structure is located to conform to all setbacks requirements to the greatest practical extent and located no closer to the normal high-water line of a waterbody, tributary stream, or upland edge of a wetland than is the principal structure, and
- g) A permit is obtained from the Code Enforcement Officer prior to placement or construction of the storage building.

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

7. Stream Protection District

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

8. Commercial and Industrial District

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

9. Academic District

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

B. Overlay District

Mobile Home Park District

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

SECTION 5. LAND USES

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

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

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

**TABLE 1 /
TABLE OF USES**

	LAND USE DISTRICTS									<i>Overlay District</i>
	V	VR	AD ⁹	R	RR	SR	RP	SP	CID	MH
Hotel/Motel	P	N	N	P	N	N	N	N	P	U
Indoor Theater	P	N	P	P	N	N	N	N	P	U
Office: Business Professional/Medical	P	N	P	P	N	N	N	N	P	U
Printing/Photography	P	N	N	P	N	N	N	N	P	U
Redemption Centers	P	N	N	P	N	N	N	N	P	U
Retail Fuel Distributor (Petroleum Prod.)	P	N	N	P	N	N	N	N	P	U
Retail Business	P	N	P	P	N	N	N	N	P	U
Veterinary Hospital	P	N	N	P	N	N	N	N	P	U
Service Business	P	N	NE	P	N	N	N	N	P	U
Wholesale Business	P	N	N	P	N	N	N	N	P	U
Junkyard/Automobile Graveyard/Automobile Recycling	N	N	N	P	N	N	N	N	P	U
INDUSTRIAL³										
Accessory Structure	P	N	N	P	N	N	N	N	P	U
Light Industry	P	N	N	N	N	N	N	N	P	U
Heavy Industry	N	N	N	N	N	N	N	N	P	U
Recycling Operation	P	N	N	P	N	N	N	N	P	U
Sludge Spreading	N	N	N	P	N	N	N	N	N	N
Terminal for Bulk Oil & Gas	P	N	N	P	N	N	N	N	P	U
Trucking, including Distribution Terminal	P	N	N	P	N	N	N	N	P	U
Warehousing and Storage	P	N	N	P	N	N	N	N	P	U

Legend

<i>Land Use Districts</i>			<i>Overlay District</i>		
V = Village District	R = Rural District	SP = Stream Protection	MH = Mobile Home		
VR = Village Residential	RR = Rural Residential	RP = Resource Protection			
AD = Academic District	SR = Shoreland Residential	CID = Commercial Industrial			

Key to Table of Uses

Y =	Allowed Use (no permit required, but the use must comply with all applicable federal, state and local standards and regulations, including but not limited to this Ordinance).
C =	Use requires review and permit from Code Enforcement Officer (CEO) and/or Local Plumbing Inspector (LPI).
P =	Use requires site review from Planning Board, and requires a permit from the CEO and LPI upon Planning Board approval.
N =	Prohibited Use
U =	Use shall comply with underlying District requirements.
N/A =	Not applicable to the district.

**TABLE 1 /
TABLE OF USES**

	<i>LAND USE DISTRICTS</i>									<i>Overlay District</i>
	V	VR	AD ⁹	R	RR	SR	RP	SP	CID	MH
Waste Handling Facility	N	N	N	N	N	N	N	N	P	N
INSTITUTIONAL										
Accessory Structure	C	C	C	C	C	N	N	N	N	U
Church/Synagogue/Parish House	P	P	P	P	P	N	N	N	N	U
Civic/Convention Center	P	N	P	P	N	N	N	N	N	U
Community Centers/ Clubs	P	N	P	P	P-N	N	N	N	N	U
Community Living Arrangement • up to 8 persons • more than 8 persons	C P	C P	C P	C P	C P	C P	P ⁵ N	C ⁶ N	N N	C U
Day Care Facilities • 3 to 12+	P	P	P	P	P	P	N	N	P	U
Nursing Home	P	N	N	P	N	N	N	N	P	N
Hospital/Medical Care	P	N	P	P	N	N	N	N	N	U
Government Uses	P	P	P	P	P	N	N	N	N	P
Museum/Library	P	N	P	P	N	N	N	N	N	U
Public/Private School	P	P	P	P	P	P	N	N	N	U

Legend

<i>Land Use Districts</i>			<i>Overlay District</i>		
V = Village District	R = Rural District	SP = Stream Protection	MH = Mobile Home		
VR = Village Residential	RR = Rural Residential	RP = Resource Protection			
AD = Academic District	SR = Shoreland Residential	CID = Commercial Industrial			

Key to Table of Uses

Y =	Allowed Use (no permit required, but the use must comply with all applicable federal, state and local standards and regulations, including but not limited to this Ordinance).
C =	Use requires review and permit from Code Enforcement Officer (CEO) and/or Local Plumbing Inspector (LPI).
P =	Use requires site review from Planning Board, and requires a permit from the CEO and LPI upon Planning Board approval.
N =	Prohibited Use
U =	Use shall comply with underlying District requirements.
N/A =	Not applicable to the district.

3. Land uses classified as commercial, industrial or institutional shall have a minimum of 300 feet of shore frontage.
4. Structures in compliance with the Telecommunication Towers Ordinance and agricultural structures not within a Shoreland District and not used as dwellings are exempt provided height shall not at any time place structures or potential structures on adjacent lots in jeopardy should exempt or extended structures collapse for any reason or cause.
5. Any increase in the height of a structure above that which is permitted in this Ordinance requires a variance from the Board of Appeals.
6. Steps, stairways, ramps or similar structures may be allowed within the required setback area with a permit from the Code Enforcement Officer as may be necessary to provide for a secondary means of egress from a legally existing dwelling, provided: the structure is limited to a maximum of four (4) feet in width, and that the applicant demonstrates there is no reasonable alternative means of escape from the dwelling. The Code Enforcement Officer may impose conditions to any approval as necessary to insure conformance with the purposes and provisions of the setback requirements of this Ordinance to the greatest practical extent.
7. Within the Village or Village Residential Districts or Commercial Industrial Districts, the 50 ft. setback requirement may be reduced to not less than 25 ft. provided the applicant has submitted a stormwater management and erosion control plan prepared by a qualified professional clearly demonstrating the following: (a) the on-site treatment of peak discharge rates of stormwater and erosion control utilizing the design principles set forth in Article 8, Sections 10 and 11; (b) the implementation for the stormwater treatment and erosion control plan; and (c) the approval for this setback reduction is a written part of the permit.
8. Must conform to requirements of underlying district.
9. This provision applicable to all lots created after September 15, 2004. When a lot borders both a waterbody and a road, the lot depth to frontage ratio shall be based on the frontage of the waterbody.
10. Water-dependent structures, such as docks, are not subject to Waterbody or wetland setbacks but remain subject to all other setback requirements for structures in the District in which they are located, except as allowed by the Planning Board under Article 8, Section 19.N
11. Side setbacks are not applicable where only a common wall separates the individual ownership of units in a multi-unit structure.
12. In the Resource Protection District the setback requirement shall be 250 ft., horizontal distance, from all water bodies, except for structures, roads, parking spaces or other regulated objects specifically allowed in that district, in which case the setback requirements specified in Table 2 Dimensional Requirements shall apply.
13. In the Village District, setbacks may be reduced by up to five (5) feet for accessory structures, provided there is no alternative location that meets setbacks to the greatest practical extent, as determined by the Code Enforcement Officer applying the standards set forth in Article 3, Section 4.E.1.
14. For single-lot divisions or conventional subdivision development. The Planning Board may approve reductions in dimensional standards for cluster development described in Article 8, section 21.
15. Except for cluster development (see Article 8, section 21).
- 16 Article 3, Section 4, NON-CONFORMING STRUCTURES shall be applied to structures that do not meet the water body or wetland setbacks.

commercial uses, planned, developed as a whole, or in a programmed series of developments, and controlled by one developer which contemplates an innovative, more compact grouping of dwelling units or other uses. Cluster developments treat the developed area as an entirety to promote flexibility in design, architectural diversity, the efficient use of land, a reduction in the size of road and utility systems, the creation of permanent, common open space, and the conservation of natural characteristics of the land.

Cluster Subdivision: A subdivision in which the lot sizes are reduced below those normally required in the zoning district in which the development is located in return for the provision of permanent open space. Such open space or the development rights of that open space shall be owned in common by lot/unit owners, the Town, or a land conservation organization. Clustering shall not be used to increase the overall net residential density of the development.

Code Enforcement Officer: A person appointed by the Town Manager to administer and enforce this Ordinance. Reference to a Code Enforcement Officer may be construed to include Building Inspector, Electrical Inspector, Plumbing Inspector and the like when applicable.

Commercial Establishment: Establishments that render goods and/or services primarily on a retail basis which are customarily carried on in a building specifically for that purpose, such as retail stores, service stations, restaurants, etc. Lawn and garage sales, conducted for more than 14 calendar days in any year, shall be subject to site review requirements of Article 6, Section 3, and Planning Board approval.

Commercial Recreation: Any commercial enterprise which receives a fee in return for the provision of some recreational activity including, but not limited to: campgrounds, racquet and tennis clubs, health facilities, amusement parks, golf courses, gymnasiums and swimming pools, etc., but not including: bowling alleys or amusement centers, as defined herein.

Common Shoreland Access: The use of any shorefront property to provide a point of access for the occupants of three or more dwelling units, whether accomplished through ownership, lease, easement, or any other arrangement.

Communication Tower: A structure on which commercial transmitting and/or receiving devices are located.

Community Center, Club: ~~A building that houses any voluntary association of persons organized for social, religious, benevolent, literary, scientific, or political purposes; whose facilities, especially a clubhouse, are open to members and guests only, and not the general public; and are not engaged in activities customarily carried on by a business or for pecuniary gain.~~

Community Center or Club: A community center or club is primarily engaged in activities that are generally not-for-profit and are not activities that are customarily carried on by a business or for financial gain, although occasional fund-raising activities may take place. The activities are generally the type carried on by a civic, educational, social, political, fraternal or cultural organization.

Conforming: A building, structure, use of land, or portion thereof, which complies with the provisions of this Ordinance.

Commercial Scale Wind Energy Systems: A wind energy conversion system which:

- has a rated capacity greater than 100 Kilowatts; and/or
- produces electrical power primarily for sale; and/or

Re-subdivision: The division of an existing subdivision or any change in the plan for an approved subdivision which affects the lot line, including land transactions by the applicant not indicated on the approved plan.

Retail Business: A business establishment engaged in the sale, rental, or lease of goods or services to the ultimate consumer for direct use or consumption and not for resale.

Right-of-way: A strip of land acquired by deed, reservation, dedication, forced dedication, prescription or condemnation and intended to be occupied by a road, railroad, electric transmission lines, oil or gas pipeline, water line, sanitary or storm sewer and other similar uses.

Road: Any route for vehicle access other than a driveway.

Road Committee: Individuals appointed by the Select Board for advising the Road Commissioner.

Rooming/Boarding House: A residential use consisting of at least one dwelling unit together with one or more rooms that are rented or intended to be rented to more than one occupant (s), but which rooms, individually or collectively do not constitute separate dwelling units. A rooming or boarding house is designed to be occupied by longer-term residents as opposed to overnight guests.

Seasonal Conversion: Any development to seasonal dwelling which has the effect of rendering that structure habitable for year-round occupancy (see Article 8, section 27).

Screening: See Buffers/Screening

Service Business: A form of business providing different types of labor services in a wide variety of business sectors, including but not limited to: professional (e.g. law, accounting, medical, banking, insurance, brokerage, etc.), lawn and landscaping services, contracting and building services, fabrication, repair, and cleaning services, pet grooming and hair salons, funeral homes, catering, delivery, rental, and telecommunications.

Setback: The minimum horizontal distance from a road, lot line or normal high-water line of a water body, tributary stream or upland edge of a wetland to the nearest part of any structure.

Shared Driveway: A driveway jointly owned by the owners of the properties it gives access to, either owned in common or with reciprocal right-of-way easements legally described on a deed. A shared driveway comprises the entire width of its easements as extending from the public way to which it is attached, to the point at which it serves only one lot. All lots which contain a portion of the shared driveway or its easement shall be deemed to be served by the shared driveway whether or not the lots have alternate access to another road. The shared driveway does not create frontage for any lots. (See Article 8, section 18.E for additional standards).

Shoreland District: All land area located within the Shoreland Residential, Resource Protection, and Stream Protection Districts as described in Article 7, Section 4.

Shoreline: The normal high-water line, or upland edge of a wetland.

Sign: See Article 8, Section 14H (Definitions), or as amended.

Significant Sand and Gravel Aquifer: A deposit of ice-contact and glacial outwash sediment that

Appendix B
Other Town Ordinances Relating to Land Use

The following additional documents are adopted by reference as an integral part of this Land Use Ordinance and are found on file with the Town Clerk.

- A. Noise Standard Ordinance; adopted June 11, 1998.

- B. An Ordinance Regulating Storage and Land Application of Sludge and Other Residuals; adopted September 21, 1998 and amended February 22, 1999, June 14, 2001, December 9, 2002 and September 15, 2004.

- C. Telecommunications Towers Ordinance, adopted June 11, 1998 and amended February 22, 1999 and May 15, 2008.

- D. Floodplain Management Ordinance adopted February 10, 1997 and amended June 11, 2009.

- E. Town of Readfield Solar Ordinance adopted June 8, 2021

enforcement action shall be taken to achieve compliance as specified in Article 2, Section 1 of the LUO.

16. You are advised that commencing development or use of your property within 45 days of this notice of decision is at your own risk, even as approved by the Planning Board. During the 45-day period, any party aggrieved by the Planning Board decision may file an appeal with the Board of Appeals to overturn, amend, or further condition this Planning Board, CEO/LPI decision.

Subdivisions are also subject to the following additional conditions:

17. Unless otherwise approved by the Planning Board, all subdivision site improvements, including the conveyances of any proposed easements, must be completed prior to the issuance of any lot use or development permits.

18. Land use permits approved for subdivisions shall be permanent and shall "run with the land." In the event the permittee transfers any or all interest in this permit with any transfer of right, title, or interest to this land, the purchaser or lessee may assume all permissions granted by the permit and shall be responsible for complying with all standard and special conditions of the approval.

19. All recorded subdivision plans shall contain the following statement: "The revisions to this subdivision plat/plan/deeds shall be approved by the Readfield Planning Board as in Title 30-A M.S.R. Section 4407."

20. Any approval, amendment or revision thereto of any subdivision plan or plat shall be recorded with the Kennebec County Registry of Deeds within ninety (90) days of this approval or prior to commencing the activity, whichever occurs first, unless the condition for recording states otherwise. Attested copies or other proof of recording of these recorded documents shall be forwarded to the Code Enforcement Office within thirty (30) days of the date of recording or prior to the issuance of any additional permits, whichever occurs first. All costs associated with recording these documents shall be paid by the permittee.

As adopted March 17, 1987 then amended on September 0, 1988, November 2, 1999, March 6, 2001, November 7, 2006, and June 11, 2019, June 8, 2021.

ARTICLE 9
COMMERCIAL, ~~AND INDUSTRIAL~~ AND INFRASTRUCTURE
DISTRICT
ADOPTION PROCEDURE

SECTION 1. PURPOSE

The purpose of the ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure District designation process shall be to allow the opportunity for large-scale ~~commercial and industrial~~commercial, industrial and infrastructure activities to locate and expand within the Town in keeping with the character of the community.

The procedures contained in this section require that any land proposed to be placed in a ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure District and its subsequent proposed use be reviewed by the Planning Board and then presented to the Town Meeting for approval. After the District is created, each land use, structure and building proposed for the district is required to obtain Site Review approval from the Planning Board.

SECTION 2. STANDARDS

All proposals for a ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure District shall meet the following standards:

- A. The proposed zoning change shall be consistent with the Town of Readfield Comprehensive Plan and shall be in keeping with the Town's rural character.
- B. The proposed use shall be compatible with the surrounding area with respect to rural character, existing uses and anticipated development.
- C. The proposal shall serve the public good, safety or welfare of the Town of Readfield.
- D. The proposal shall be protective of all natural resources including significant wildlife habitat.

SECTION 3. GENERAL REQUIREMENTS

The applicant shall comply with the following requirements and restrictions:

- A. Only conditions and restrictions that relate to the physical development or operation of the property shall be included in the proposal.
- B. A ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure District proposal shall not include any provision or condition that limits or restricts the Town of Readfield zoning authority.
- C. Areas currently within a Village Residential District shall not be eligible for a ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure District designation.
- D. Land uses within a ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure District shall be limited to those allowed in the Table of Uses in Article 7 for the district as designated at the time of application for a ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure designation.

- E. The terms, conditions and restrictions of the zoning agreement shall run with the land and bind all future owners of the land or any other person who claims an interest in the property.
- F. All development and use of the proposed re-zoned property shall comply with all applicable standards and requirements in this Ordinance.
- G. Any conditions or requirements placed upon the proposed rezoning may be more restrictive but shall not be less restrictive than the applicable requirements of this Ordinance.
- H. An agreement containing all conditions and restrictions of a ~~Commercial and Industrial~~Commercial, Industrial Infrastructure District proposal shall be recorded in the Kennebec County Registry of Deeds within 10 days of the date that it is approved at the Town Meeting. The rezoning shall not become effective until the agreement is recorded.
- I. Any violation of the terms, conditions and the restrictions contained in the zoning agreement shall be violations of this Ordinance and subject to applicable enforcement standards. A statement to this effect shall be included in the zoning agreement.
- J. The proposed site has an existing or proposed- access to a town, state-aid highway or state road.
- K. The proposal contains provisions for a buffer area along all property lines sufficient to screen adjacent land uses. A landscape buffer area shall be provided along the road frontage that allows for safe access to the site and also sufficiently screens any development from public view.
- L. The site plan shall show the future locations of all proposed structures or provide a written set of design standards for the placement of future structures. Structures shall be located on the site in a manner so as to protect the environment, minimize off-site impacts such as noise, light, and odors, provide the maximum visual screening from adjacent roads and property, and be in keeping with the Town's character.
- M. The proposal shall include a list of those uses planned to be developed in the ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure District.

SECTION 4. APPLICATION REQUIREMENTS

- A. The applicant for a ~~Commercial and Industrial~~Commercial, Industrial and Infrastructure District proposal shall submit an application to the Code Enforcement Officer.
- B. The application shall include the following:
 1. A survey plan of the site showing all applicable details required in Article 6, Section 3.J.1.c.
 2. A narrative describing the proposal and how it specifically meets all the standards and requirements contained in this Article.
 3. A copy of the conditions and restrictions proposed for the property.
 4. A timetable indicating the start and completion dates of the development or construction in the proposed rezoned area.
- C. Application Procedure:

1. The applicant shall submit the rezoning application and fee to the Code Enforcement Officer. The Code Enforcement Officer shall issue a dated receipt to the applicant upon acceptance of the application. The Code Enforcement Officer shall review the application for completeness and within 10 days notify the applicant in writing whether or not the application is complete and what, if any, additional submissions are required for a complete application.
2. The Code Enforcement Officer shall submit the complete application to the Planning Board for a public hearing.
3. The Planning Board shall hold a public hearing within 30 days of receipt of a complete rezoning application.
4. The Town shall publish notice of the hearing stating the purpose of the hearing and giving the date, time and place of the public hearing in a newspaper of general circulation in the area. The notice shall be published 2 times, not more than 14 days before and not less than 7 days before the public hearing.
5. The Town shall notify by first class mail the owners of all property within 500 feet of the property to be rezoned at least 20 days in advance of the public hearing. The notice shall include the date, time and place of the public hearing, and a description of the proposed rezoning proposal. The owners of property shall be considered those against whom taxes are assessed. Failure of any property owner to receive a notice of public hearing shall not necessitate another hearing or invalidate any action of the Planning Board. A list of all property owners that were mailed the public hearing notice shall be maintained and include the date the notice was mailed.
6. The Planning Board may continue the public hearing in order to conduct a site visit.
7. The Planning Board shall use the standards contained in Section 2 to make its recommendation upon the proposal. The Board may set conditions upon the application in order to further the purposes set forth in this section.
8. After reviewing the application, the Planning Board may vote to recommend the application, recommend the application with conditions or not to recommend the application.
9. The Planning Board's final recommendation upon the proposed re-zoning application shall be submitted to the Board of Selectmen to be placed on the Town Warrant for consideration at the next scheduled Town Meeting. The Town is not required to hold a special Town Meeting to consider the re-zoning proposal.
10. The Town Meeting shall consider the rezoning article and may vote to approve the application as submitted or deny the application.
11. The Selectmen shall sign the rezoning agreement and the Town Clerk shall attest that the proposal was approved at the Town Meeting. A copy shall be provided to the applicant, Planning Board and the Code Enforcement Officer.
12. The Planning Board shall amend the Land Use Map to show the location of the approved ~~Commercial and Industrial~~ Commercial, Industrial and Infrastructure District.
13. Any use, structure or building hereafter proposed for the ~~Commercial and Industrial~~ Commercial, Industrial and Infrastructure District shall be required to obtain Site Review approval according to the requirements of this Ordinance.

TOWN OF READFIELD – SOLAR ORDINANCE

Section 1. Title

This Ordinance shall be known and may be cited as the “Solar Ordinance”.

Section 2. Purpose

The purpose of this ordinance is to establish a municipal review procedure and performance standards for Solar Energy Systems (SES), including those typically characterized as “solar farms”. These standards are intended to:

- a. Establish clear guidelines, standards and time frames for the Town to regulate Solar Energy Systems;
- b. Permit the Town to fairly and responsibly protect public health, safety and welfare;
- c. Minimize any potential adverse effect of solar development on surrounding land use;
- d. Provide for the decommissioning/removal of panels and associated utility structures that are no longer being used for energy generation and transmission purposes; and
- e. Support the goals and policies of the Comprehensive Plan, including orderly development, efficient use of infrastructure, and protection of natural, scenic, and agricultural resources.

Section 3. Applicability

Solar Energy Systems (SES) are subject to location and permitting requirements as set forth in the Readfield Land Use Table (Article 7, Section 5) of the Land Use Ordinance. A Solar Energy System approved for construction prior to the effective date of this Ordinance shall not be required to meet the terms and conditions of this Ordinance. Any physical modification to any existing SES, whether or not existing prior to the effective date of this Ordinance, that expands or relocates the footprint of the SES, shall require approval under this Ordinance. Routine maintenance or replacements do not require a permit.

Infrastructure	V	VR	AD	R	RR	SR	RP	SP	CID	MH
Solar Energy System, Large-Scale	N	N	P	P	N	N	N	N	P	U
Solar Energy System, Medium-Scale	N	N	P	P	N	N	N	N	P	U
Solar Energy System, Small / Accessory-Scale – Ground Mounted	P	P	P	P	P	P	P	P	P	U
Solar Energy System, Small / Accessory-Scale – Roof Mounted	C	C	C	C	C	C	C	C	C	U

Section 4. Definitions

TOWN OF READFIELD – SOLAR ORDINANCE

Solar Energy System (SES): a solar photovoltaic cell, module, or array, or solar hot air or water collector device, including all Solar Related Equipment, which relies upon solar radiation as an energy source for collection, inversion, storage, and distribution of solar energy for electricity generation or transfer of stored heat.

Solar Energy System, Ground-Mounted. A Solar Energy System that is structurally mounted to the ground and is not roof-mounted; may be of any size (small, medium, or largescale).

Solar Energy System, Roof-Mounted. A Solar Energy System that is mounted on the roof of a building or structure; may be of any size (small, medium, or large-scale).

Solar Energy System, Large-Scale. A Solar Energy System whose physical size based on total airspace projected over the ground is equal to or greater than 4 acres (174,240 square feet), and/or that generates a nameplate capacity of 1 MW or greater.

Solar Energy System, Medium-Scale. A Solar Energy System whose physical size based on total airspace projected over the ground is equal to or greater than 3,000 square feet but less than 4 acres (174,240 square feet), and/or that generates a nameplate capacity of 20 kW up to, but not including, 1 MW.

Solar Energy System, Small-Scale. Also known as an *Accessory-Scale System*. A Solar Energy System whose physical size based on total airspace projected over the ground is less than 3,000 square feet and/or that generates a nameplate capacity of less than 20 kW. Such a system may consist of one (1) or more freestanding ground, or roof mounted, solar arrays, or solar related equipment, and is intended to primarily reduce on-site consumption of utility power or fuels. Such a system generally occupies ~1,750 square feet of surface area or less (equivalent to a rated nameplate capacity of about 10 kW or less).

Kilowatt (kW): a unit for measuring power that is equivalent to 1,000 watts.

Megawatt (MW): a unit for measuring power that is equivalent to one million watts, or 1,000 kilowatts.

Megawatt Hour (MWh): A megawatt hour is equal to 1,000 Kilowatt hours (Kwh). It is equal to 1,000 kilowatts of electricity used continuously for one hour.

Rated Nameplate Capacity. The maximum rated output of electric power production of the photovoltaic system in watts of Direct Current (DC).

Solar Energy. Radiant energy (direct, diffuse and/or reflective) received from the sun.

Solar Array. A grouping of multiple solar modules with the purpose of harvesting solar energy.

Solar Farm. See *Solar Energy System*.

Solar Related Equipment. Items including a solar photovoltaic cell, module, or array, or solar hot air or water collector device panels, lines, pumps, batteries, mounting brackets, framing, fencing, foundations or other structures used or intended to be used for collection and management of solar energy.

Pure Tone. The simplest periodic sound: a constant sound created as a pressure disturbance that fluctuates sinusoidally as a fixed frequency.

Section 5. Application and Permit Fee.

TOWN OF READFIELD – SOLAR ORDINANCE

A. Application Fee:

- a. Solar Energy System, Large-Scale. The Application Fee is \$2,500.
- b. Solar Energy System, Medium-Scale. The Application Fee is \$500.
- c. Solar Energy System, Small-Scale. The Application Fee is the standard building permit fee.

B. Permit Fee is \$1.00 per kW with a minimum fee of \$25.

Section 6. Specific Application Requirements

In addition to the requirements listed in Article 6 of the Town's Land Use Ordinance, an application for a Large or Medium Scaled Solar Energy System Permit must also include the following, at the cost of the applicant:

- 1) A description of the owner of the SES, the operator if different, and detail of qualifications and track record to run the facility;
- 2) If the operator will be leasing the land, a copy of the agreement (minus financial compensation) clearly outlining the relationship inclusive of the rights and responsibilities of the operator, landowner and any other responsible party with regard to the SES and the life of the agreement;
- 3) A description of how and to whom the energy produced will be sold;
- 4) A copy of the agreement and schematic details of the connection arrangement with the transmission system (most likely Central Maine Power), clearly indicating which party is responsible for various requirements and how they will be operated and maintained;
- 5) The layout, design and installation shall conform to applicable industry standards, such as those of the American National Standards (ANSI), Underwriters Laboratories (UL), the American Society for Testing and Materials (ASTM), Institute of Electrical and Electronics Engineers (IEEE), Solar Rating and Certification Corporation (SRCC), Electrical Testing Laboratory(ETL), Florida Solar Energy Center (FSEC) or other similar certifying organizations, and shall comply with local ordinances, and with all other applicable fire and life safety requirements. The manufacturer specifications for the key components of the system shall be submitted as part of the application.
- 6) A description of the panels to be installed, including make and model, and associated major system components;
- 7) A construction plan and timeline, identifying known contractors, site control and anticipated on-line date;
- 8) An operations and maintenance plan, including site control and the projected operating life of the system; Such a plan shall include measures for maintaining safe access to the installation, stormwater controls, as well as general procedures for operational maintenance of the installation. Additionally, such plans shall include efforts to promote beneficial flora and fauna (e.g. honeybees, butterflies, etc.) as well as a commitment to not using pest-control substances (e.g. pesticides, herbicides, fungicides, and/or insecticides).

TOWN OF READFIELD – SOLAR ORDINANCE

- 9) An emergency management plan for all anticipated hazards;
- 10) A stormwater management plan, certified by a licensed Maine engineer, that demonstrates stormwater from the SES will infiltrate into the ground beneath the SES at a rate equal to that of the infiltration rate prior to the placement of the system.
- 11) A background noise measurement for the site location as performed by a qualified professional.
- 12) Proof of financial capacity to construct and operate the proposed facility;
- 13) A decommissioning plan, including:
 - a) A description of the trigger for implementing the decommissioning plan. There is a rebuttable presumption that decommissioning is required if 10% or less permitted capacity of electricity is generated for a continuous period of twelve (12) months. The Applicant may rebut the presumption by providing evidence, such as a force majeure event that interrupts the generation of electricity, that although the project has not generated electricity for a continuous period of 12 months, the project has not been abandoned and should not be decommissioned.
 - b) A description of the work required to physically remove all Solar Energy System and Solar Related Components, including associated foundations, buildings, cabling, electrical components, and any other associated facilities to the extent they are not otherwise in or proposed to be placed into productive use. All earth disturbed during decommissioning must be graded and re-seeded, unless the landowner of the affected land requests otherwise in writing and subject to Planning Board approval.
 - i) At the time of decommissioning, the Applicant may provide evidence of plans for continued beneficial use of any or all of the components of the Solar Energy System. Any changes to the approved decommissioning plan shall be subject to review and approval by the Planning Board.
 - c) An estimate of the total cost of decommissioning value of the equipment and itemization of the estimated major expenses, including the projected costs of measures taken to minimize or prevent adverse effects on the environment during implementation of the decommissioning plan. The itemization of major costs may include, but is not limited to, the cost of the following activities: panel removal, panel foundation removal and permanent stabilization, building removal and permanent stabilization, transmission corridor removal and permanent stabilization and road infrastructure removal and permanent stabilization.
 - d) Demonstration in the form of a performance bond, surety bond, letter of credit, or other form of financial assurance as may be acceptable to the Planning Board that upon the end of the useful life of the Solar Energy System the Applicant will have the necessary financial assurance in place for 150% of the estimated total cost of decommissioning, subject to a review of such cost by the Code Enforcement Officer. The financial assurance shall include a provision granting the Town the ability to access the funds and property and perform the decommissioning if the facility is abandoned or the Applicant or subsequent responsible party fails to meet their obligations after reasonable notice, to be defined in the agreement and approved by the Planning Board. For a Medium Scaled SES, the Applicant may propose securing the necessary

TOWN OF READFIELD – SOLAR ORDINANCE

financial assurance in phases, as long as the total required financial assurance is in place a minimum of 5 years prior to the expected end of the useful life of the Solar Energy System.

- i) Note the applicant may apply to the Code Enforcement Officer for release of the guarantee at such time that it or its assignees remove the system and associated abandoned structures, and such completed removal is found to be satisfactory by the Planning Board.

Section 7. Standard for Approval

In addition to the Site Review standards and requirements included in Town's Land Use Ordinance, the following standards must also be met:

Large and Medium- Scaled Ground-Mounted Solar Energy Systems:

1. Lots - SES shall not exceed 20% coverage of a lot area. Lot coverage shall be calculated based on the total SES airspace projected over the ground. All SES should be designed and located to ensure solar and physical access without reliance on and/or interference to/from adjacent properties.
2. Legal Responsibilities - The Applicant must provide proof that it has authorization to construct, use and maintain the property and any access drive for the life of the project and including the decommissioning of the project. The roles and responsibilities of the system owner, operator, landowner and any other party involved in the project must be clear and meet the satisfaction of the Planning Board that the public interest is protected. The owner or operator of a Ground Mounted Solar Energy System shall build and maintain it in compliance with all relevant Federal, State and Local Laws, Regulations, and Ordinances.
3. Deed Registration – Any Large or Medium Scaled SES system shall be incorporated into the description of the real property in the lot/property deed and registered with the Kennebec County Registry of Deeds as a condition of Planning Board approval.
4. Setback - Structures within a SES shall be setback a minimum of 200 feet from all lot lines. Any solar photovoltaic cells or arrays shall be subject to a maximum height of 10 feet above the ground surface. Associated SES structures shall be subject to the maximum height regulations specified for principal and accessory buildings within the applicable zoning district.
5. Prohibited Locations – Components of a ground mounted SES shall not be placed within any legal easement or right-of-way location, or be placed within any stormwater conveyance system, or in any other manner that would alter or impede stormwater runoff from collecting in a constructed stormwater conveyance system.
6. Utility Notification - No grid-intertied photovoltaic system shall be installed until evidence has been given to the Planning Board that the applicant has an agreement with the utility to accept the power. Off-grid systems are exempt from this requirement.
7. Fence - Ground Mounted Solar Energy Systems shall be protected by a perimeter fence. Such fences shall allow for small wildlife passage and movement.

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8. Signage - A sign shall be required to identify the owner/operator and provide a 24-hour emergency contact phone number. Solar energy systems shall not be used for displaying any advertising. A clearly visible warning sign shall be placed at the base of all pad-mounted transformers and substations and on the any fence surrounding the SES informing individuals of potential voltage hazards.
9. Screening - Lots on which Ground Mounted Solar Energy Systems are located shall utilize buffers / screening from roads and residences by plantings, berms, and natural topographical features. Ground mounted SES shall be screened from view to the greatest extent practical of any adjacent property that is residentially zoned or used for residential purposes, as well as any public way. The screen shall consist of a vegetative barrier which provide a visual screen. In lieu of a vegetative screen, a fence that provides visual screening, and meets requirements of the controlling ordinance, may be allowed only if a vegetative screen is deemed impractical by the Planning Board.
10. Glare – All SES shall be situated to eliminate concentrated glare onto nearby structures or roadways.
11. Noise – No noise generated by the SES or Solar Related Equipment shall be 10 decibels (dB) greater than the preconstruction / existing background level, nor generate a Pure Tone. The background noise limit will be based on background noise during the quietest period of the night, typically 3:00 am.
12. Lighting - Lighting shall be limited to that required for safety and operational purposes and shall be shielded from interference with abutting properties. Lighting of the SES shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution and shall otherwise comply with the provisions of Article 8, Section 15 of the Town of Readfield Land Use Ordinance. Other than required lighting, lighting shall not be used / visible between 9pm and 7am.
13. Impervious Assessment - The surface area of the arrays of a ground mounted SES, regardless of the mounted angle of any solar panels, may or may not be considered impervious contingent upon conformity with the stormwater management plan.
14. Utility Connections - Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.
15. Emergency Services – SES owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Fire Chief. Upon request, the owner or operator shall coordinate with local emergency services in developing an emergency response plan. A “3200 Series KNOX-BOX”, or agreed equivalent, shall be provided and installed by the operator to be

TOWN OF READFIELD – SOLAR ORDINANCE

used to allow emergency service personnel continuous access. All means of shutting down the solar energy system shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

16. Maintenance Conditions - The SES owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, vegetative screening, fences, landscaping and plantings, and integrity of security measures. The SES must be properly maintained and be kept free from all hazards, including, but not limited to, faulty wiring, loose fastenings, being in an unsafe condition or detrimental to public health, safety or general welfare. Site access shall be maintained to a level acceptable to the fire chief for emergency response. The owner or operator shall be responsible for the cost of maintaining the SES and any access road(s), including regular plowing of snow to maintain road access.
17. Satisfaction with All Aspects of Capacity and Plans Submitted -- The Planning Board must find that the Applicant has the capacity to finance, safely operate and decommission the SES.
18. Removal - When any portion of a ground mounted SES is removed, any earth disturbance must be graded and re-seeded, unless authorized for another developed use.
19. Alternatives Assessment - As determined by the Planning Board, if a proposed ground-mounted SES does not meet the standards in this Ordinance, associated Town LUO standards, or goals and objectives as established in the Town's Comprehensive Plan, then other potential suitable alternative area(s), on the lot(s) included in the application, where a SES can meet the Town's standards, goals, and objectives needs to be evaluated by the applicant. Alternative lot areas should be evaluated against those same Ordinance standards, and Town goals and objectives.
20. Preservation of Town's Character - All reasonable efforts, as determined by the Planning Board, shall be made to ensure any SES is consistent with the character of the community via visual consistency with local neighborhood area, maintenance of scenic views, maintenance of open space land and farms, and the Town Comprehensive Plan, and associated Town planning documents.

Small-Scaled Ground-Mounted Solar Energy Systems:

1. Lots - SES shall not exceed 10% coverage of a lot area. Lot coverage shall be calculated based on the total SES airspace projected over the ground. All SES should be designed and located to ensure solar and physical access without reliance on and/or interference to/from adjacent properties.
2. Setback - Structures within a SES shall be setback a minimum of 50 feet from the side and rear property lines and meet the front setback requirements for structures within the zoning district. Any solar photovoltaic cells or arrays shall be subject to a maximum height of 10 feet above the ground surface. Associated SES structures shall be subject to the maximum height regulations specified for principal and accessory buildings within the applicable zoning district.

TOWN OF READFIELD – SOLAR ORDINANCE

3. Prohibited Locations – Components of a ground mounted SES shall not be placed within any legal easement or right-of-way location, or be placed within any stormwater conveyance system, or in any other manner that would alter or impede stormwater runoff from collecting in a constructed stormwater conveyance system.
4. Signage - Solar energy systems shall not be used for displaying any advertising.
5. Screening - Lots on which Ground Mounted Solar Energy Systems are located shall utilize buffers / screening from roads and residences by plantings, berms, and natural topographical features. Ground mounted SES shall be screened from view of any adjacent property that is residentially zoned or used for residential purposes, as well as any public way. The screen shall consist of a vegetative barrier which provide a visual screen. In lieu of a vegetative screen, a fence that provides visual screening, and meets requirements of the controlling ordinance, may be allowed only if a vegetative screen is deemed impractical by the Planning Board.
6. Glare – All SES shall be situated to eliminate concentrated glare onto nearby structures or roadways.
7. Lighting - Lighting shall be limited to that required for safety and operational purposes and shall be shielded from interference with abutting properties. Lighting of the SES shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution and shall otherwise comply with the provisions of Article 8, Section 15 of the Town of Readfield Land Use Ordinance. Lighting shall not be used / visible between 9pm and 7am.
8. Preservation of Town’s Character - All reasonable efforts, as determined by the Planning Board, shall be made to ensure any SES is consistent with the character of the community via visual consistency with local neighborhood area, maintenance of scenic views, maintenance of open space land and farms, and the Town Comprehensive Plan, and associated Town planning documents.

Roof Mounted Solar Energy Systems:

1. The owner shall provide evidence certified by an appropriately licensed professional that the roof is capable of supporting the collateral load of the SES.
2. SES mounted on roofs of any building shall be subject to the maximum height regulations specified for principal and accessory buildings within the applicable zoning district.
3. Glare – All SES shall be situated to eliminate concentrated glare onto nearby structures or roadways.
4. For firefighter access, a minimum three (3) foot buffer zone is required from the ridge and one (1) edge of the roof or parapet.

TOWN OF READFIELD – SOLAR ORDINANCE

5. Preservation of Town's Character - All reasonable efforts, as determined by the Planning Board, shall be made to ensure any SES is consistent with the character of the community via consistency with local neighborhood area, maintenance of scenic views, maintenance of open space land and farms, and the Town Comprehensive Plan, and associated Town planning documents.

Section 8. Decommissioning and Removal

1. Any Ground Mounted Solar Energy System that has reached the end of its useful life, ceases to generate power or has been abandoned shall be removed pursuant to a plan approved by the Planning Board during the application process. The landowner, or SES owner or operator shall physically remove the installation no more than 180 days after the date of discontinued operations. The owner or operator shall notify the Code Enforcement Officer by certified mail, return receipt requested, of the proposed date of the discontinued operations and plans for removal.
2. Decommissioning shall consist of:
 - a. physical removal of all solar energy systems, structures, equipment, security barriers and transmission lines from the site;
 - b. disposal of all solid and hazardous waste in accordance with Local, State and Federal waste disposal regulations; and
 - c. stabilize or re-vegetation of the site as necessary to minimize erosion. The Code Enforcement Officer may allow the owner or operator to leave landscaping or designated below-grade foundations to minimize erosion and disruptions to vegetation.
3. Absent a notice of a proposed date of decommissioning or written notice of extenuating circumstances, a Ground Mounted Solar Energy System shall be considered abandoned when it fails to generate 10% or less permitted capacity of electricity for a continuous period of twelve (12) months without having first obtained the written consent of the Code Enforcement Officer. Determination of abandonment shall be made by the Code Enforcement Officer.
4. If the owner or operator of a Ground Mounted Solar Energy System fails to remove the installation in accordance with the requirements of this section within 180 days of abandonment or the proposed date of decommissioning, the Town of Readfield retains the right to use the performance guarantee and any and all legal or available means necessary to cause an abandoned, hazardous or decommissioned solar energy system to be removed.

Section 9. Modifications

1. Any physical modification to any existing SES, whether or not existing prior to the effective date of this Ordinance, shall require review and approval under this Ordinance.
2. Any modifications to a Medium to Large Scaled Ground-Mounted Solar Energy System made after issuance of the required town permit(s) shall require approval by the Planning Board.

TOWN OF READFIELD – SOLAR ORDINANCE

3. Any modifications to a Small-Scaled Ground-Mounted Solar Energy System made after issuance of the required town permit(s) shall require approval by the Code Enforcement Officer.
4. Application fees for modifications shall be consistent with the overall size of the SES, not solely the modification.
5. Permit fees for modifications shall be based on the modified portion of the SES.

Section 10. Authority

1. This Ordinance is adopted pursuant to the enabling provisions of Article VIII, Part 2, Section 1 of the Maine Constitution, provisions of 30-A, M.R.S. § 3001, Ordinance Power, the provisions of 30-A, M.R.S. § 4352, Zoning, and the provisions of Title 30-A §4311 et seq. (Comprehensive Planning and Land Use Regulation, or “Growth Management” Act).
2. To the extent that any provision of this Ordinance is deemed invalid by a court of competent jurisdiction, such provision shall be removed from the Ordinance and the balance of the Ordinance shall remain valid.

Section 11. Effective Date and Duration

This Ordinance shall take effect on June 8, 2021 upon enactment by the Town of Readfield unless otherwise provided and shall remain in effect until it is amended or repealed.

Section 12. Enforcement Violations and Penalties

This Ordinance shall be enforced by the municipal officers or their designee. Violation of this Ordinance shall be subject to the enforcement and penalty provisions of 30-A, M.R.S. § 4452, Enforcement of Land Use Laws and Ordinances.

FY 2022 BUDGET - DRAFT 5

Last Updated March 26, 2021

Town Meeting Warrant Draft

FY 2022 Expenses

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %			
10 - Administration												
10	Administration	\$	237,081	\$	246,159	\$	144,180	\$	321,375	\$	50,750	18.75%
12	Insurance	\$	116,742	\$	119,921	\$	61,866	\$	150,913	\$	10,763	7.68%
15	Office Equipment	\$	5,717	\$	7,015	\$	3,320	\$	6,720	\$	-	0.00%
20	Assessing	\$	18,107	\$	17,532	\$	23,675	\$	23,675	\$	-	0.00%
30	Code Enforcement	\$	40,031	\$	62,100	\$	25,272	\$	76,715	\$	42,805	126.23%
40	Planning Board	\$	419	\$	125	\$	1,043	\$	1,100	\$	-	0.00%
50	Appeals Board	\$	55	\$	-	\$	-	\$	100	\$	-	0.00%
60	Grant Writing & Planning	\$	-	\$	5,850	\$	-	\$	12,000	\$	10,000	500.00%
70	Heating Assistance	\$	370	\$	-	\$	471	\$	2,500	\$	1,000	66.67%
75	Legal Services	\$	-	\$	25,190	\$	6,987	\$	25,000	\$	(10,000)	-28.57%
10 - Administration		\$	418,522	\$	441,227	\$	255,166	\$	620,098	\$	105,318	20.46%

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %			
12 - Maintenance												
10	General Maintenance	\$	73,633	\$	68,885	\$	36,810.30	\$	100,765.00	\$	5,545	5.82%
20	Building Maintenance	\$	24,588	\$	39,352	\$	14,038.03	\$	35,900.00	\$	(6,500)	-15.33%
30	Vehicle / Equip. Maintenance	\$	18,452	\$	5,404	\$	7,157.32	\$	8,250.00	\$	500	6.45%
12 - Maintenance		\$	116,673	\$	109,238	\$	58,006	\$	144,915	\$	(455)	-3.1%

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %			
25 - Community Services												
10	Animal Control	\$	10,618	\$	11,543	\$	6,073	\$	14,445	\$	265	1.87%
20	Kennebec Land Trust	\$	-	\$	250	\$	-	\$	250	\$	-	0.00%
25	Kennebec Valley COG	\$	4,295	\$	4,301	\$	4,325	\$	4,500	\$	-	0.00%
30	Age Friendly	\$	219	\$	8,365	\$	150	\$	2,100	\$	-	0.00%
40	Library	\$	29,468	\$	37,424	\$	16,496	\$	37,666	\$	1,261	3.46%
50	Readfield Public Access TV	\$	5,638	\$	4,410	\$	4,881	\$	7,085	\$	1,670	30.84%
60	Street Lights	\$	5,820	\$	6,020	\$	7,323	\$	4,000	\$	(2,500)	-38.46%
70	Broadband	\$	-	\$	-	\$	-	\$	5,000	\$	5,000	-
90	Maranacook Lake Dam	\$	-	\$	-	\$	1,110	\$	420	\$	-	-
25 - Community Services		\$	56,058	\$	76,191	\$	40,359	\$	75,466	\$	5,696	8.16%

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %			
30 - Recreation, Parks, & Activities												
10	Beach	\$	9,790	\$	9,039	\$	9,626	\$	17,235	\$	3,243	23.18%
20	Recreation Board	\$	8,736	\$	9,447	\$	74	\$	18,586	\$	500	2.76%
25	Heritage Days	\$	4,680	\$	7,904	\$	3,000	\$	5,000	\$	-	0.00%
30	Conservation Commission	\$	372	\$	46,378	\$	453	\$	6,250.00	\$	2,400	62.34%
50	Open Space	\$	-	\$	-	\$	-	\$	-	\$	-	-
60	Town Properties	\$	-	\$	3,199	\$	1,925	\$	2,750	\$	(930)	-25.27%
70	Trails	\$	591	\$	688	\$	3,025	\$	500	\$	(1,304)	-72.28%
80	Town Parks	\$	403	\$	5,843	\$	-	\$	-	\$	-	-
30 - Recreation, Parks, & Activities		\$	24,572	\$	74,595	\$	18,104	\$	50,321	\$	3,909	8.42%

FY 2022 Expenses

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
40 - Protection									
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	\$ 38,110	\$ 5,948	18.49%
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	-
40 - Protection		\$ 158,545	\$ 149,894	\$ 115,529	\$ 141,362	\$ 81,724	\$ 154,335	\$ 12,973	9.18%
DEPARTMENT DIVISION 2018 ACTUAL 2019 ACTUAL 2020 ACTUAL 2021 BUDGET 2021 YTD => Dec. 2022 BUDGET 2021-2022 \$ 2021-2022 %									
50 - Cemeteries									
10	Town Cemeteries	\$ 4,735	\$ 10,666	\$ 8,402	\$ 22,500	\$ 5,207	\$ 22,700	\$ 200	1%
50 - Cemeteries		\$ 4,735	\$ 10,666	\$ 8,402	\$ 22,500	\$ 5,207	\$ 22,700	\$ 200	.89%
DEPARTMENT DIVISION 2018 ACTUAL 2019 ACTUAL 2020 ACTUAL 2021 BUDGET 2021 YTD => Dec. 2022 BUDGET 2021-2022 \$ 2021-2022 %									
60 - Roads & Drainage									
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	\$ 292,650	\$ 22,000	8.13%
60 - Roads & Drainage		\$ 285,215	\$ 394,571	\$ 327,193	\$ 392,150	\$ 144,429	\$ 417,850	\$ 25,700	6.55%
DEPARTMENT DIVISION 2018 ACTUAL 2019 ACTUAL 2020 ACTUAL 2021 BUDGET 2021 YTD => Dec. 2022 BUDGET 2021-2022 \$ 2021-2022 %									
65 - Capital Improvements									
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	\$ -	\$ 10,000	\$ (10,000)	-
25	Parks & Recreation	\$ -	\$ 1,055	\$ -	\$ -	\$ -	\$ 85,000	\$ 85,000	-
30	Library Building	\$ -	\$ 1,989	\$ 60,871	\$ -	\$ 61,277	\$ 50,000	\$ 50,000	-
40	Cemetery	\$ -	\$ 8,290	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	0%
50	Sidewalks	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 45,000	\$ 40,000	-
55	Roads	\$ -	\$ 6,908	\$ 97,143	\$ 293,500	\$ 71,528	\$ 422,000	\$ 128,500	44%
65	Equipment	\$ -	\$ 18,405	\$ -	\$ 15,000	\$ 6,177	\$ 15,000	\$ -	0%
66	Capital Leases	\$ -	\$ 16,138	\$ -	\$ 16,150	\$ 16,148	\$ 6,177	\$ (9,973)	-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	\$ -	\$ -	\$ -	\$ -	-
65 - Capital Improvements		\$ 1,507	\$ 196,573	\$ 529,214	\$ 567,981	\$ 695,031	\$ 892,858	\$ 324,877	57.20%
DEPARTMENT DIVISION 2018 ACTUAL 2019 ACTUAL 2020 ACTUAL 2021 BUDGET 2021 YTD => Dec. 2022 BUDGET 2021-2022 \$ 2021-2022 %									
70 - Solid Waste									
10	Transfer Station	\$ 283,562	\$ 283,736	\$ 280,481	\$ 310,450	\$ 158,665	\$ 321,165	\$ 10,715	3.45%
50	Backhoe	\$ 12,012	\$ 8,510	\$ 2,391	\$ 2,200	\$ 895	\$ 2,500	\$ 300	13.64%
70 - Solid Waste		\$ 295,574	\$ 292,246	\$ 282,872	\$ 312,650	\$ 159,560	\$ 323,665	\$ 11,015	3.52%
DEPARTMENT DIVISION 2018 ACTUAL 2019 ACTUAL 2020 ACTUAL 2021 BUDGET 2021 YTD => Dec. 2022 BUDGET 2021-2022 \$ 2021-2022 %									
75 - Education									
10	RSU #38	\$ 3,527,596	\$ 3,556,960	\$ 3,710,394	\$ 3,634,908	\$ 1,817,454	\$ 3,634,908	\$ -	.00%
75 - Education		\$ 3,527,596	\$ 3,556,960	\$ 3,710,394	\$ 3,634,908	\$ 1,817,454	\$ 3,634,908	\$ -	.00%

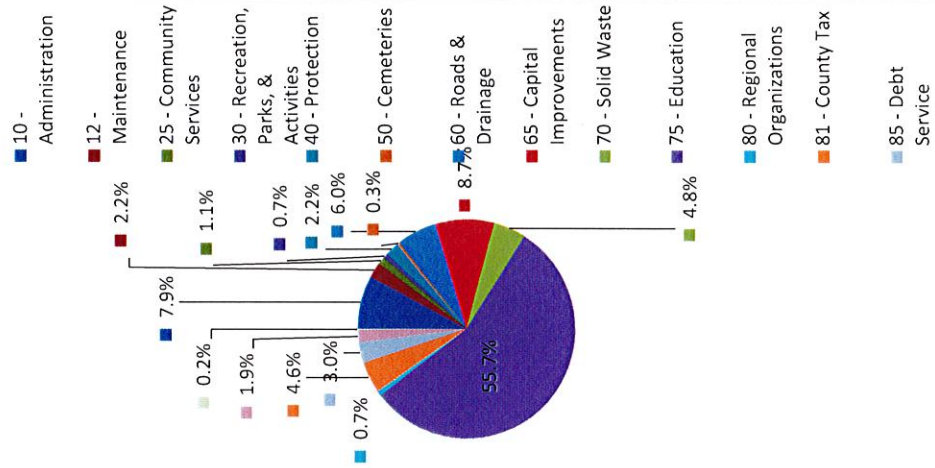
FY 2022 Expenses

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
80 - Regional Organizations									
	10 Cobbesee 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%
	80 - Regional Organizations	\$ 33,660	\$ 46,176	\$ 47,593	\$ 48,550	\$ 27,316	\$ 49,000	\$ 450	.93%
DEPARTMENT									
	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
81 - County Tax									
	20 Kennebec County Tax	\$ 259,977	\$ 266,694	\$ 285,399	\$ 300,847	\$ 180,508	\$ 310,000	\$ 9,153	3.04%
	81 - County Tax	\$ 259,977	\$ 266,694	\$ 285,399	\$ 300,847	\$ 180,508	\$ 310,000	\$ 9,153	3.04%
DEPARTMENT									
	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
85 - Debt Service									
	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 (20	\$ -	\$ 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. Builid. Bond (2034 pay	\$ -	\$ -	\$ -	\$ 16,100	\$ 4,445	\$ 46,442	\$ 30,342	-
	85 2021 Muni. Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,408	\$ 5,408	-
	85 - Debt Service	\$ 328,475	\$ 324,262	\$ 75,556	\$ 196,963	\$ 179,615	\$ 125,224	\$ (71,739)	-36.42%
DEPARTMENT									
	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
90 - Unclassified									
	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	\$ 14,535	\$ -	0.00%
	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	\$ 1,569	\$ 93	6.30%
	60 Readfield Enterprise Fund	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	0.00%
	90 Revaluation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	0.00%
	90 - Unclassified	\$ 25,237	\$ 18,462	\$ 20,222	\$ 121,011	\$ 18,154	\$ 121,104	\$ 93	.08%
DEPARTMENT									
	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
95 - General Assistance									
	10 General Assistance	\$ 1,880	\$ 682	\$ 188	\$ 10,000	\$ 211	\$ 10,000	\$ -	0.00%
	95 - General Assistance	\$ 1,880	\$ 682	\$ 188	\$ 10,000	\$ 211	\$ 10,000	\$ -	.00%
TOTAL \$ 5,538,227 \$ 6,007,317 \$ 6,051,412 \$ 6,525,254 \$ 3,680,843 \$ 6,952,444 \$ 427,190 6.5%									

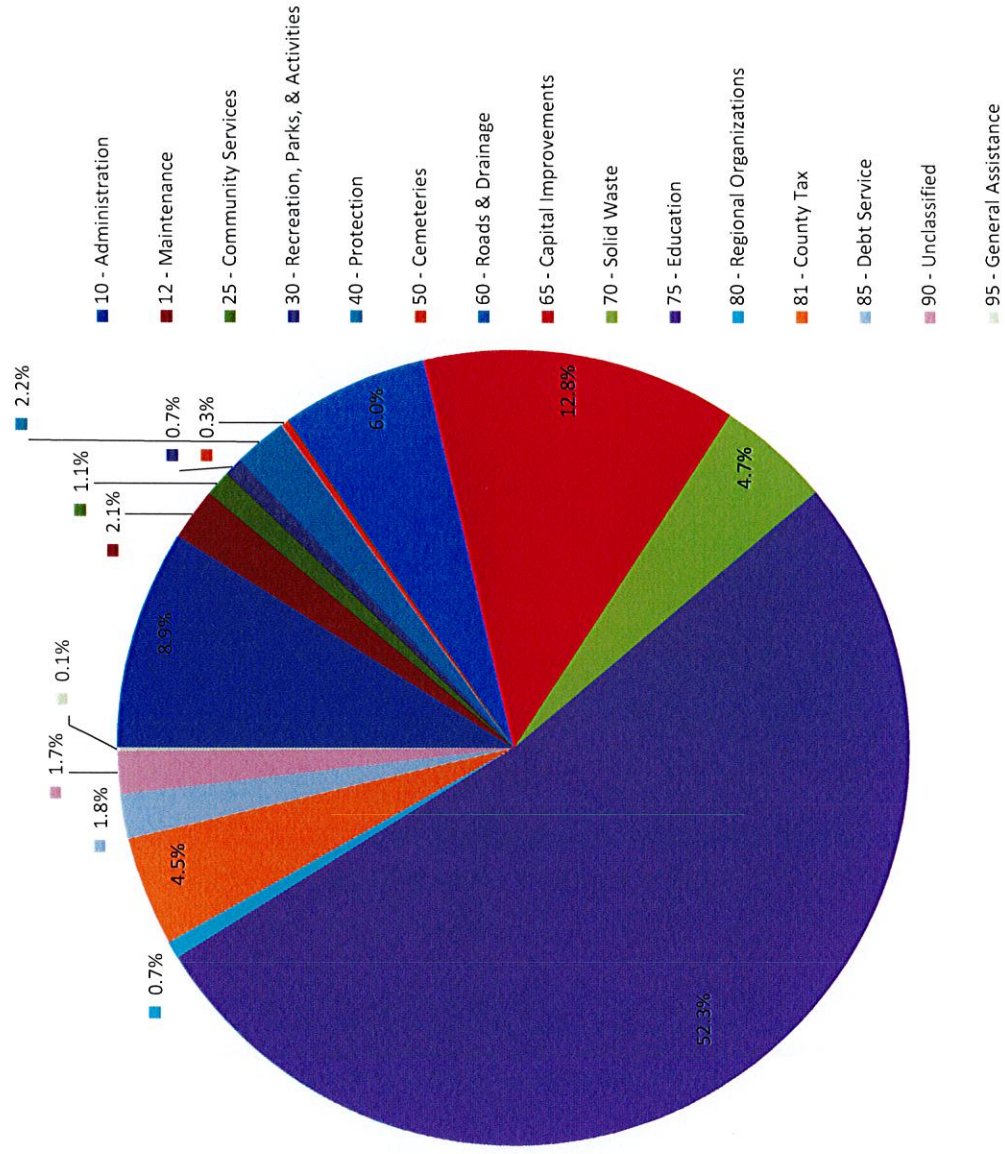
FY 2022 Expenses

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	\$ 620,098	\$ 105,318	20.5%	
12 - Maintenance	\$ 116,673	\$ 109,238	\$ 120,269	\$ 145,370	\$ 58,006	\$ 144,915	\$ (455)	-0.3%	
25 - Community Services	\$ 56,058	\$ 76,191	\$ 63,332	\$ 69,770	\$ 40,359	\$ 75,466	\$ 5,696	8.2%	
30 - Recreation, Parks, & Activities	\$ 24,572	\$ 74,595	\$ 24,023	\$ 46,412	\$ 18,104	\$ 50,321	\$ 3,909	8.4%	
40 - Protection	\$ 158,545	\$ 149,894	\$ 115,529	\$ 141,362	\$ 81,724	\$ 154,335	\$ 12,973	9.2%	
50 - Cemeteries	\$ 4,735	\$ 10,666	\$ 8,402	\$ 22,500	\$ 5,207	\$ 22,700	\$ 200	0.9%	
60 - Roads & Drainage	\$ 285,215	\$ 394,571	\$ 327,193	\$ 392,150	\$ 144,429	\$ 417,850	\$ 25,700	6.6%	
65 - Capital Improvements	\$ 1,507	\$ 196,573	\$ 529,214	\$ 567,981	\$ 695,031	\$ 892,858	\$ 324,877	57.2%	
70 - Solid Waste	\$ 295,574	\$ 292,246	\$ 282,872	\$ 312,650	\$ 159,560	\$ 323,665	\$ 11,015	3.5%	
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	\$ 125,224	\$ (71,739)	-36.4%	
90 - Unclassified	\$ 25,237	\$ 18,462	\$ 20,222	\$ 121,011	\$ 18,154	\$ 121,104	\$ 93	0.1%	
95 - General Assistance	\$ 1,880	\$ 682	\$ 188	\$ 10,000	\$ 211	\$ 10,000	\$ -	0.0%	
TOTAL	\$ 5,538,227	\$ 6,007,317	\$ 6,051,412	\$ 6,525,254	\$ 3,680,843	\$ 6,952,444	\$ 427,190	6.5%	

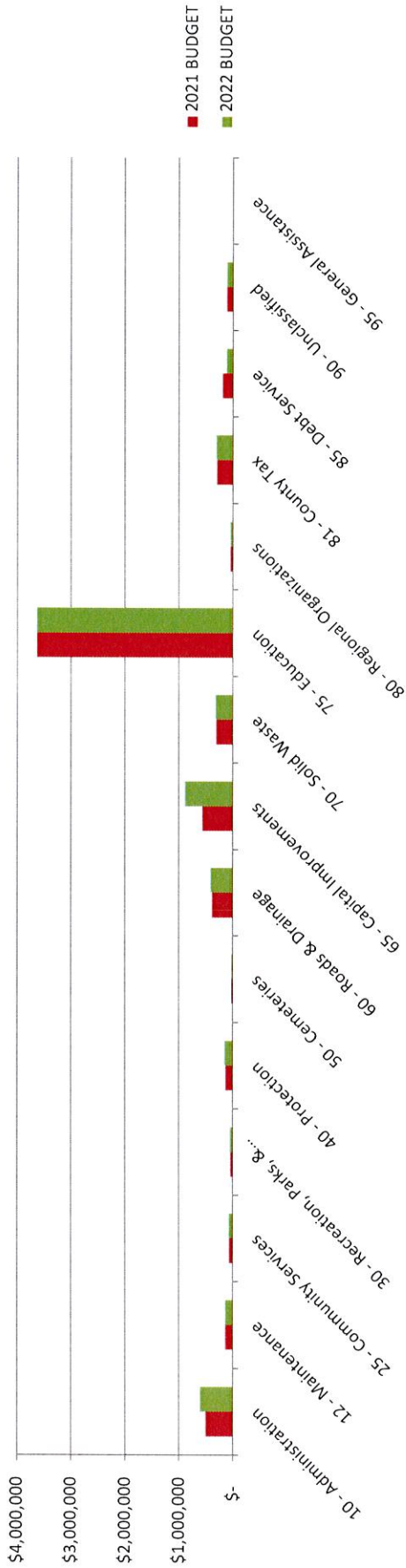
2021 Budget Expenses by Department



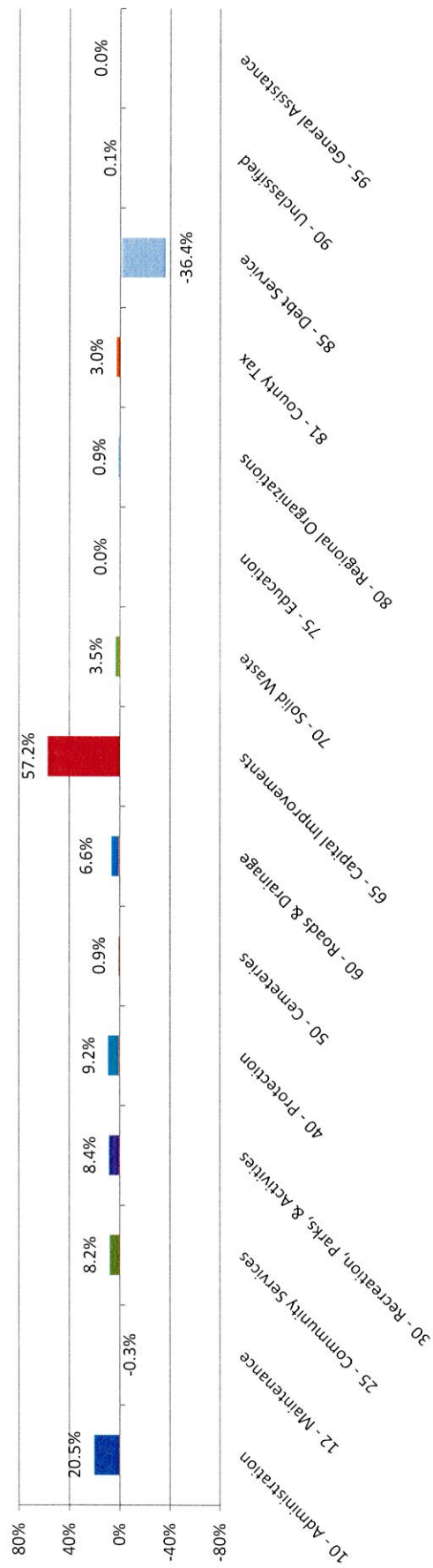
2022 Budget Expenses by Department



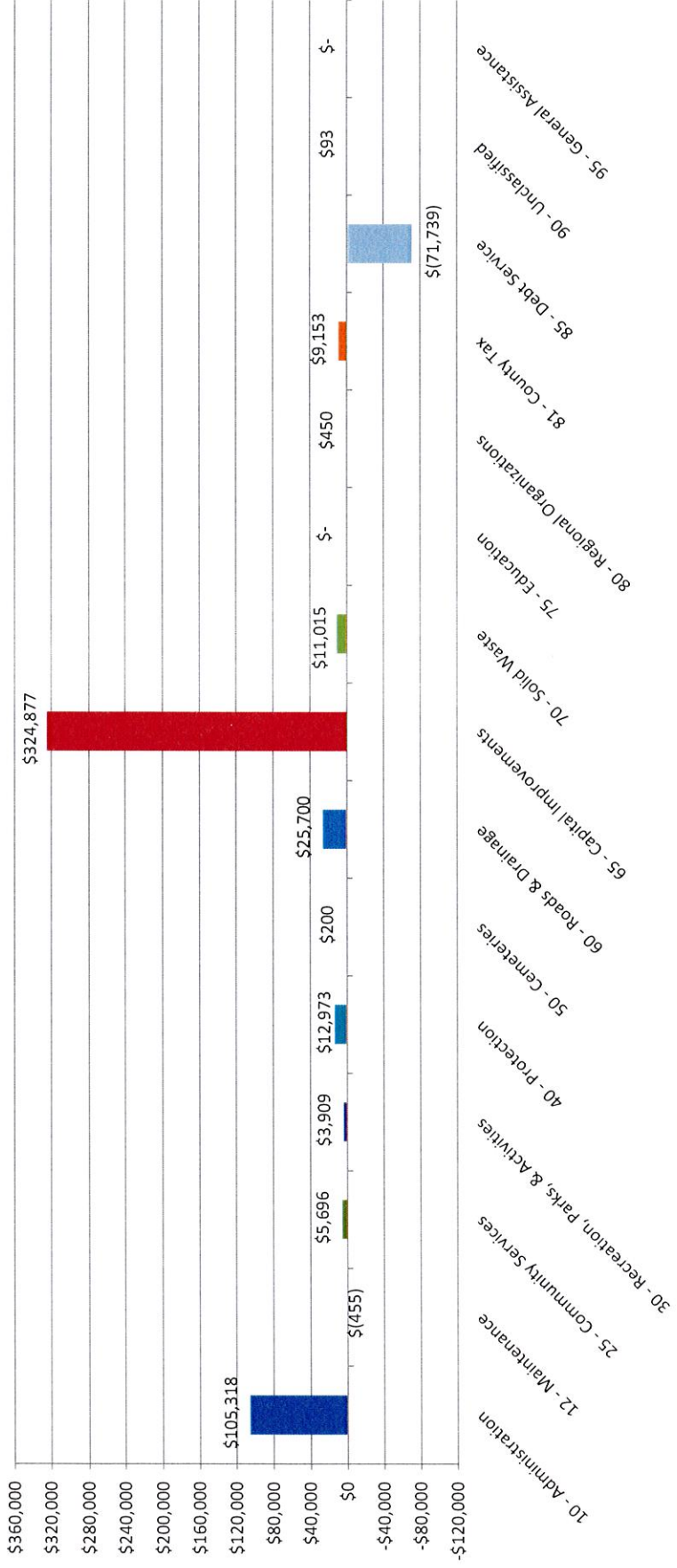
2021-2022 Totals by Department



2021-2022 % Change 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 %
10- ADMINISTRATION									
	1011 REAL ESTATE PROPERTY TAX	\$ 4,504,407	\$ 4,604,787	\$ 4,676,344	\$ 4,594,169	\$ 4,594,169	\$ 4,572,128	\$ (22,041)	-0.5%
	1012 PERSONAL PROPERTY TAX	\$ 42,234	\$ 33,798	\$ 32,524	\$ 21,961	\$ 21,961	\$ 19,690	\$ (2,271)	-10.3%
	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	\$ 211,657	\$ (24,415)	-10.3%
	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	\$ 6,947	\$ (801)	-10.3%
	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	\$ -	\$ 132,270	\$ (74,681)	-36.1%
	5033 Use of Trust Funds	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 6,000	\$ 1,000	-
10- ADMINISTRATION		\$ 5,919,390	\$ 5,671,331	\$ 5,832,953	\$ 6,169,168	\$ 5,448,439	\$ 6,120,977	\$ (48,191)	-0.8%

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

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
25 COMMUNITY SERVICES									
	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	\$ -	\$ -	-
	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%
25 COMMUNITY SERVICES		\$ 36,502	\$ 70,501	\$ 21,898	\$ 35,667	\$ 17,478	\$ 36,667	\$ 1,000	2.8%

FY 2022 Revenues

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
30	RECREATION, PARKS, & ACTIVITIES								
	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	\$ -	0.0%
	2024 REC BOARD - Basketball	\$ 3,620	\$ 3,090	\$ 4,065	\$ 3,150	\$ -	\$ 3,150	\$ -	0.0%
	2025 REC BOARD - OTHER RECREATION	\$ 73	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
	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	\$ -	\$ -	-
	30 RECREATION, PARKS, & ACTIVITIES	\$ 20,406	\$ 39,500	\$ 19,460	\$ 24,202	\$ 3,969	\$ 18,210	\$ (5,992)	-24.8%

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
40	PROTECTION								
	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	\$ -	\$ -	\$ -	\$ -	\$ -	-
	40 PROTECTION	\$ 17,511	\$ 3,975	\$ 5,270	\$ 3,450	\$ 500	\$ 3,450	\$ -	0.0%

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

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
60	Roads & Drainage								
	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	\$ -	\$ -	-
	60 Roads & Drainage	\$ 35,924	\$ 37,406	\$ 36,560	\$ 30,000	\$ 34,314	\$ 32,000	\$ 2,000	6.7%

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec.	2022 BUDGET	2021-2022 \$	2021-2022 %
65	CAPITAL IMPROVEMENTS								
	6500 Bmunicipal Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 395,000	\$ 395,000	-
	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	\$ 14,533	\$ 2,401	19.8%
	6590 Maranacook Lake Dam	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	-
	65 CAPITAL IMPROVEMENTS	\$ 18,578	\$ 168,841	\$ 594,189	\$ 37,132	\$ 5,444	\$ 490,533	\$ 453,401	1221.1%

FY 2022 Revenues

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec. 2022 BUDGET	2021-2022 \$	2021-2022 %	
70	SOLID WASTE								
	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	\$ 65,944	\$ (5,448)	-7.6%
	7090 TS REVENUES - WAYNES SHARE	\$ 82,054	\$ 75,174	\$ 71,194	\$ 80,258	\$ 39,453	\$ 79,394	\$ (864)	-1.1%
	70 SOLID WASTE	\$ 194,962	\$ 177,742	\$ 206,680	\$ 204,550	\$ 123,997	\$ 216,838	\$ 12,288	6.0%

DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec. 2022 BUDGET	2021-2022 \$	2021-2022 %	
90	UNCLASSIFIED								
	1250 First Park Revenue	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 25,000	\$ 10,000	66.7%
	3010 Snowmobile Fees	\$ 1,377	\$ 1,344	\$ 1,476	\$ 1,476	\$ -	\$ 1,569	\$ 93	6.3%
	4010 Readfield Enterprise Fund	\$ 389	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	-
	90 UNCLASSIFIED	\$ 1,766	\$ 1,344	\$ 1,476	\$ 16,476	\$ -	\$ 28,569	\$ 12,093	73.4%

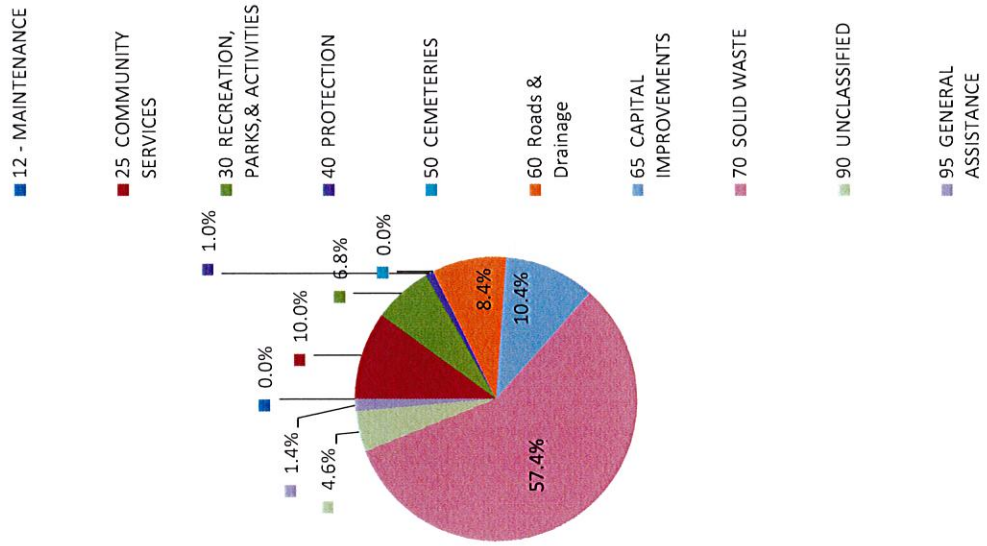
DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec. 2022 BUDGET	2021-2022 \$	2021-2022 %	
95	GENERAL ASSISTANCE								
	1010 GENERAL ASSIST-STATE REVENUE	\$ 1,316	\$ 478	\$ 478	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%
	95 GENERAL ASSISTANCE	\$ 1,316	\$ 478	\$ 478	\$ 5,000	\$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

TOTAL \$ 6,246,588 \$ 6,171,537 \$ 6,718,896 \$ 6,525,645 \$ 5,634,140 \$ 6,952,444 \$ 426,799 6.5%

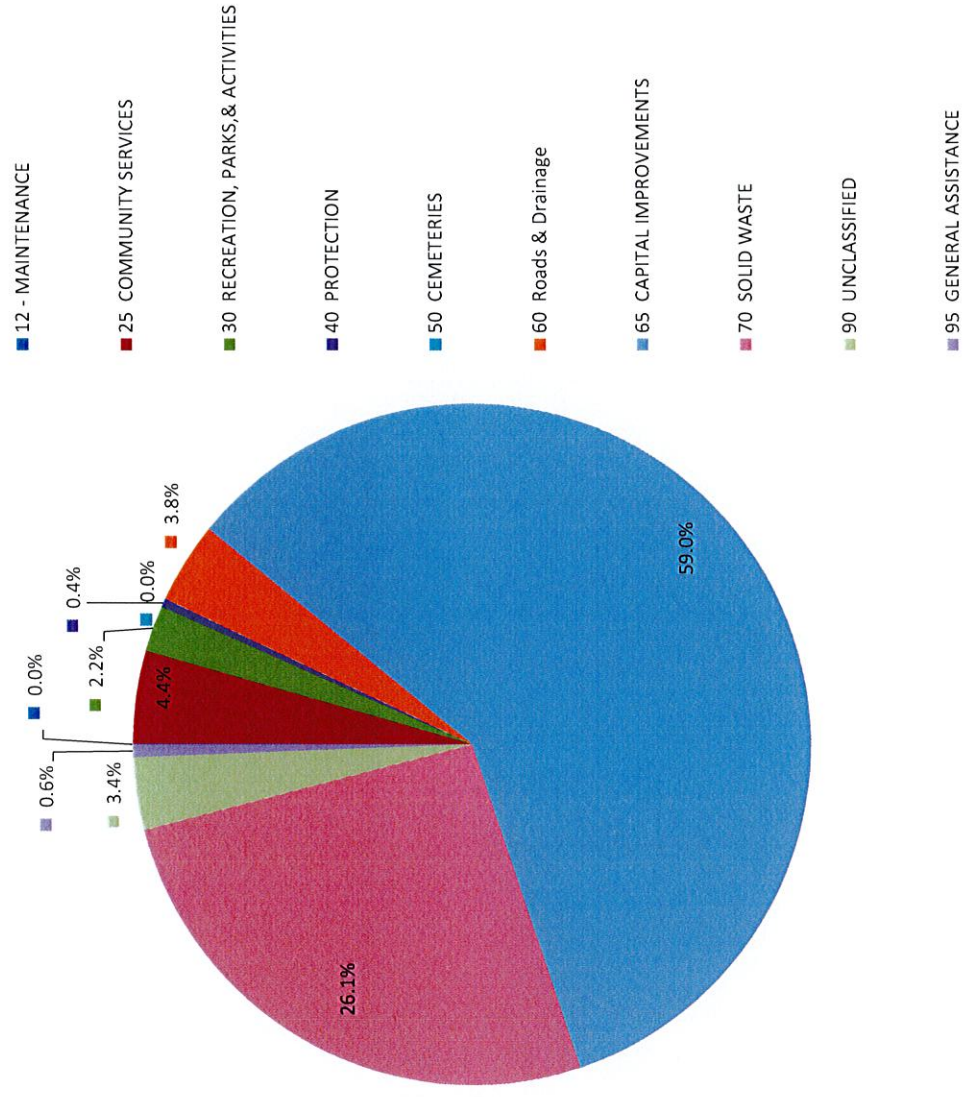
DEPARTMENT	DIVISION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 YTD => Dec. 2022 BUDGET	2021-2022 \$	2021-2022 %	
10-	ADMINISTRATION	\$ 5,919,390	\$ 5,671,331	\$ 5,832,953	\$ 6,169,168	\$ 5,448,439	\$ 6,120,977	\$ (48,191)	-0.8%
12 -	MAINTENANCE	\$ 212	\$ 118	\$ 178	\$ -	\$ -	\$ 200	\$ 200	-
25	COMMUNITY SERVICES	\$ 36,502	\$ 70,501	\$ 21,898	\$ 35,667	\$ 17,478	\$ 36,667	\$ 1,000	2.8%
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	\$ 490,533	\$ 453,401	1221.1%
70	SOLID WASTE	\$ 194,962	\$ 177,742	\$ 206,680	\$ 204,550	\$ 123,997	\$ 216,838	\$ 12,288	6.0%
90	UNCLASSIFIED	\$ 1,766	\$ 1,344	\$ 1,476	\$ 16,476	\$ -	\$ 28,569	\$ 12,093	73.4%
	95 GENERAL ASSISTANCE	\$ 1,316	\$ 478	\$ 478	\$ 5,000	\$ -	\$ 5,000	\$ -	0.0%

TOTAL \$ 6,246,588 \$ 6,171,537 \$ 6,718,896 \$ 6,525,645 \$ 5,634,140 \$ 6,952,444 \$ 426,799 6.5%

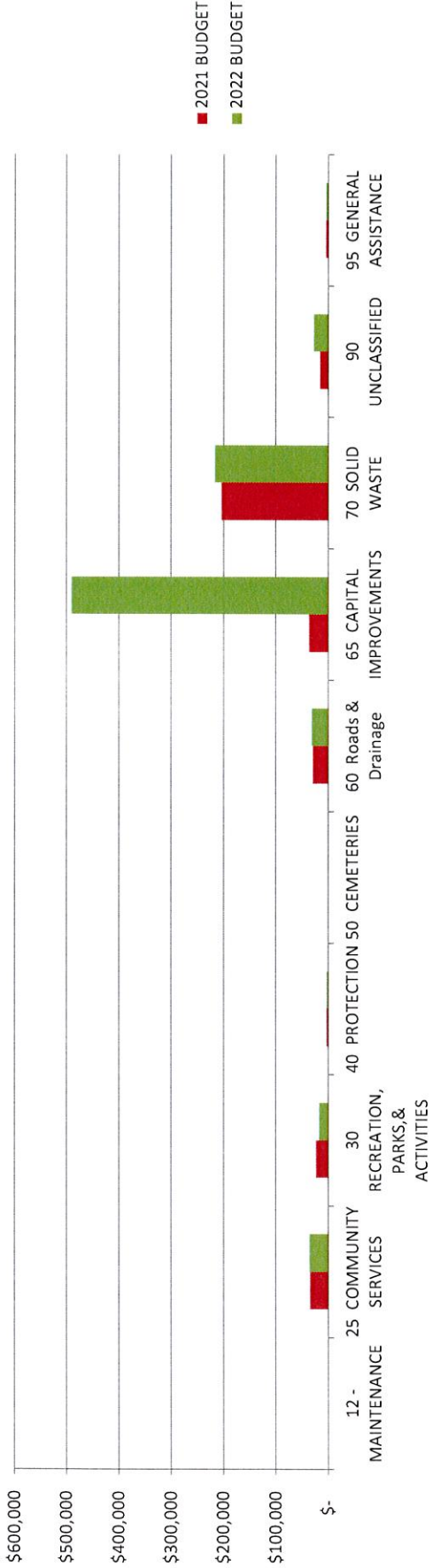
2021 Budget Revenue by Department (excluding administration)



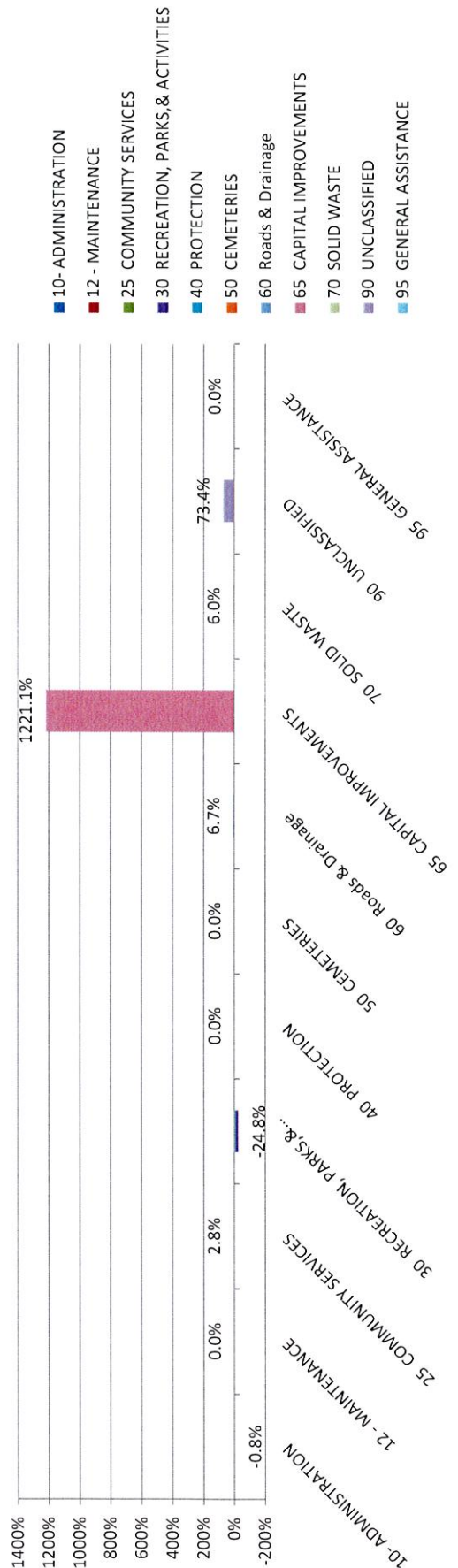
2022 Budget Revenue by Department (excluding administration)



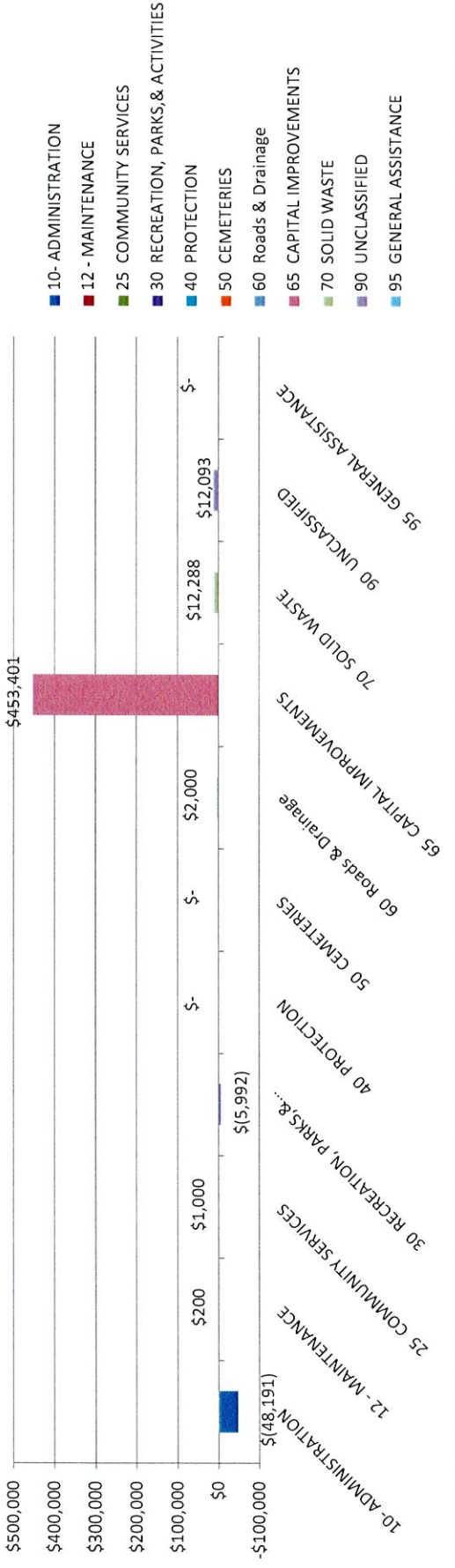
2021-2022 Revenue Totals by Department (excluding administration)



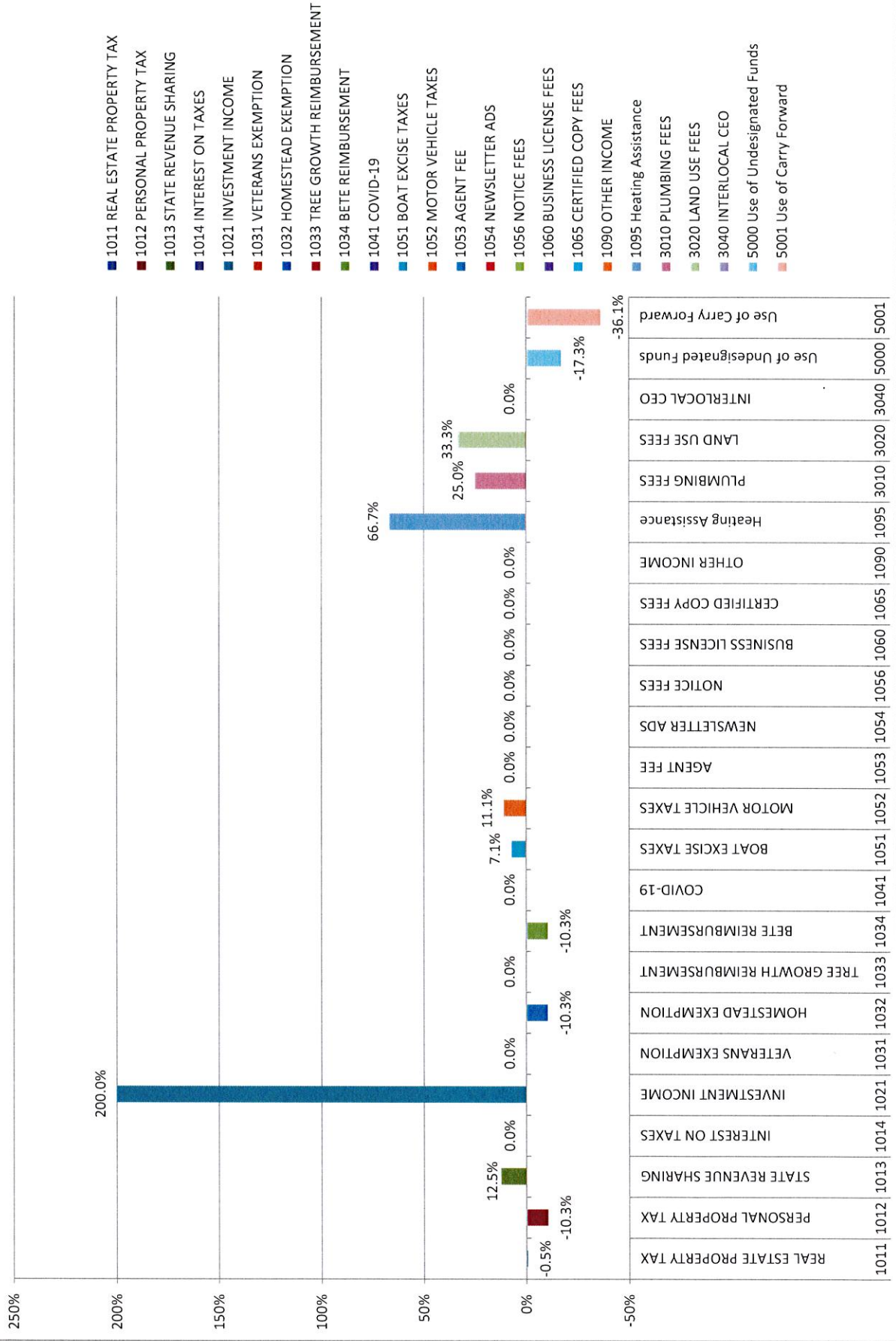
2021-2022 Revenue % Change by Department



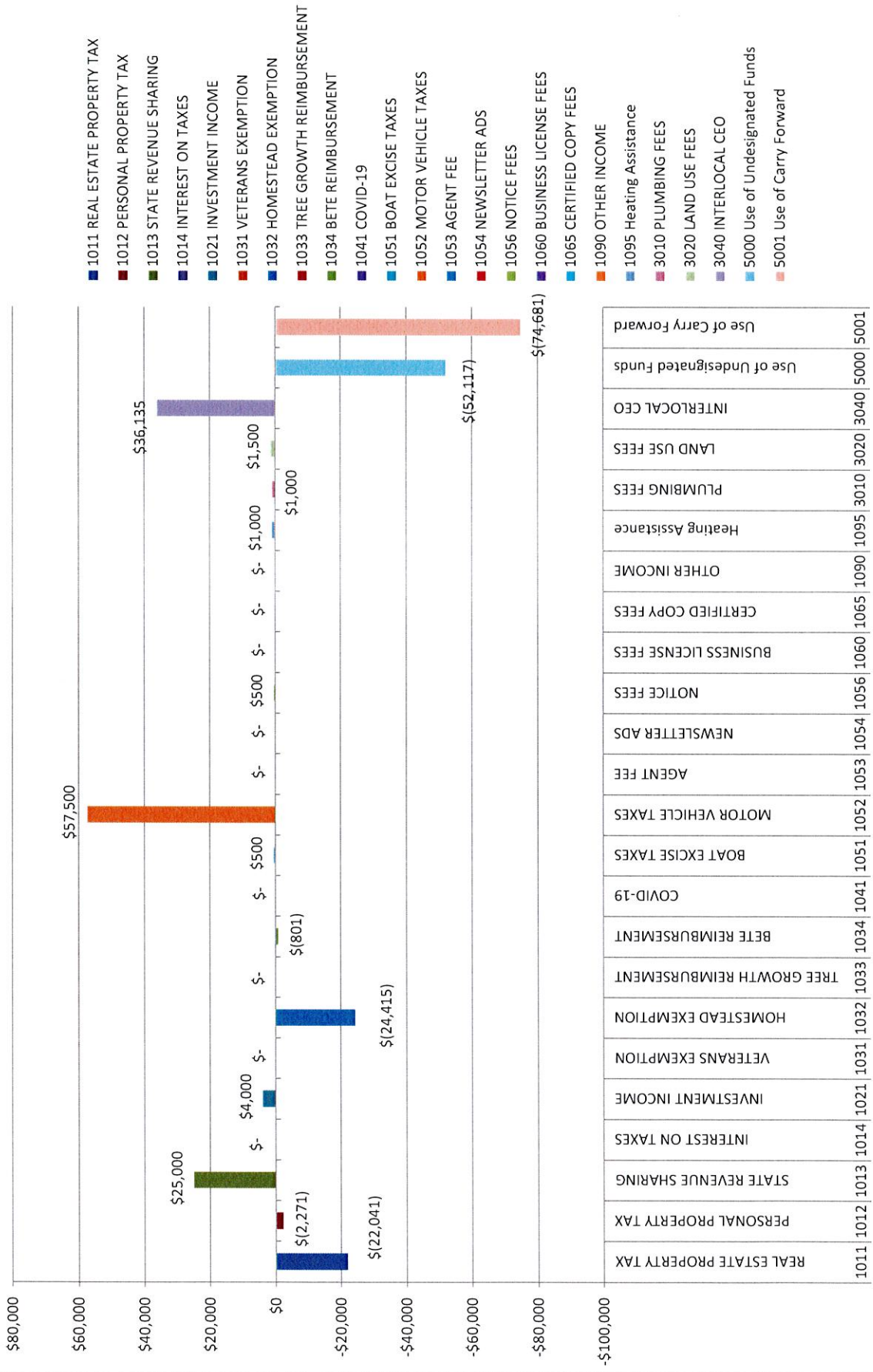
2021-2022 Revenue \$ Change by Department



2021-2022 Revenue % Change - Administration by Division



2021-2022 Revenue \$ Change - Administration by Division



Pre Commitment - ESTIMATE
Town of Readfield
FY 2022 MUNICIPAL TAX RATE CALCULATION FORM

1. Local Taxable Real Estate Valuation.....	\$290,240,618	
2. Local Taxable Personal Property Valuation.....	\$1,249,935	
3. Total Taxable Valuation (Line 1 plus line 2).....		\$291,490,553
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).....		\$305,367,634

APPROPRIATIONS

- ESTIMATE ONLY -

7. County Tax.....	\$310,000	
8. Municipal Appropriation.....	\$2,957,536	
9. TIF Financing Plan Amounts.....	\$0	
10. School/Educational Appropriations.....	\$3,634,908	
(Adjusted to Municipal Fiscal Year)		
11. Total Appropriations (Add lines 7 through 10).....		\$6,902,444

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.)	\$1,917,022	
14. Total Deductions (Line 12 plus line 13).....		\$2,142,022
15. Net to be raised by local property tax rate (Line 11 minus line 14)		\$4,760,422

16. $\frac{\$4,760,422.00}{\text{(Amount from line 15)}} \times 1.05 = \$4,998,443.10$ Maximum Allowable Tax

17. $\frac{\$4,760,422.00}{\text{(Amount from line 15)}} \div \frac{\$305,367,634}{\text{(Amount from line 5)}} = 0.01559$ Minimum Tax Rate

18. $\frac{\$4,998,443.10}{\text{(Amount from line 16)}} \div \frac{\$305,367,634}{\text{(Amount from line 6)}} = 0.01637$ Maximum Tax Rate

19. $\frac{\$291,490,553}{\text{(Amount from line 3)}} \times \boxed{15.75} = \boxed{\$4,591,817.91}$ ***MIL RATE***
(MILL RATE) ***TO BE DETERMINED***

20. $\frac{\$4,760,422.00}{\text{(Amount from line 15)}} \times 0.05 = \$238,021.10$ Maximum Overlay

21. $\frac{\$13,436,080}{\text{(Amount from line 4b)}} \times \frac{0.01575}{\text{(Selected Rate)}} = \$211,657.06$ Homestead Reimbursement
(Enter on line 8, Assessment Warrant)

22. $\frac{\$441,001}{\text{(Amount from line 5b)}} \times \frac{0.01575}{\text{(Selected Rate)}} = \$6,947.03$ BETE Reimbursement
(Enter on line 9, Assessment Warrant)

23. $\frac{\$4,810,422.00}{\text{(Line 19 plus line 21 \& 22)}} - \frac{\$4,760,422.00}{\text{(Amount from line 15)}} = \boxed{\$50,000.00}$ Overlay
(Enter on line 5, Assessment Warrant)

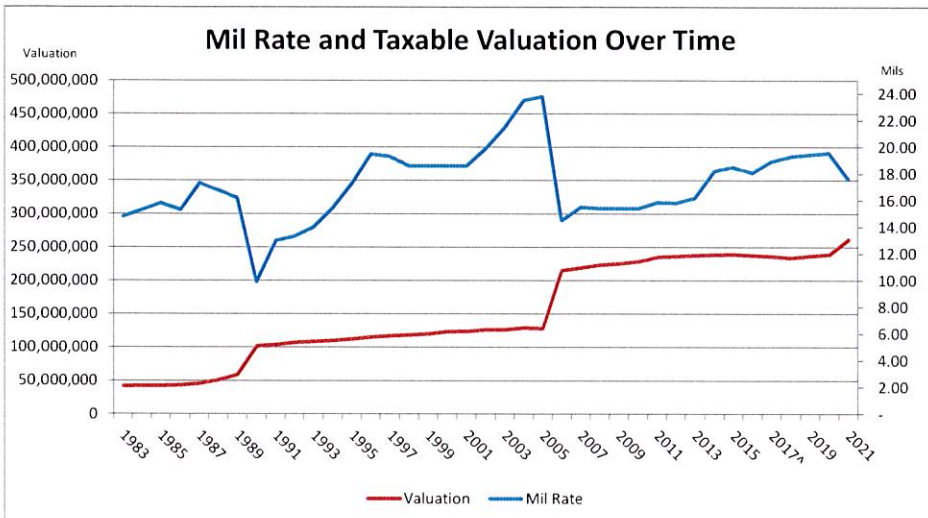
(If Line 22 exceeds Line 20 select a lower tax rate.)

Taxable Valuation and Mil Rate Over Time								
Fiscal Year	Mil Rate		Taxable Valuation		General Tax Information			
	FY	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	15.75	-11.5%	290,240,618	9.9%	TBD	TBD	10% Adjust.

AVERAGE 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

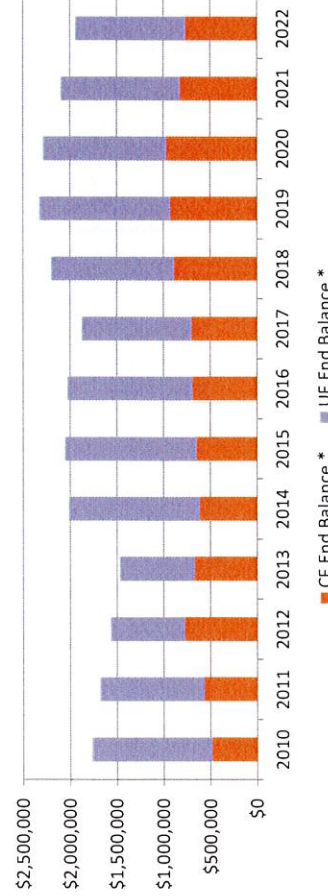


Committed and Unassigned Fund Balances and Use of Funds by Fiscal Year

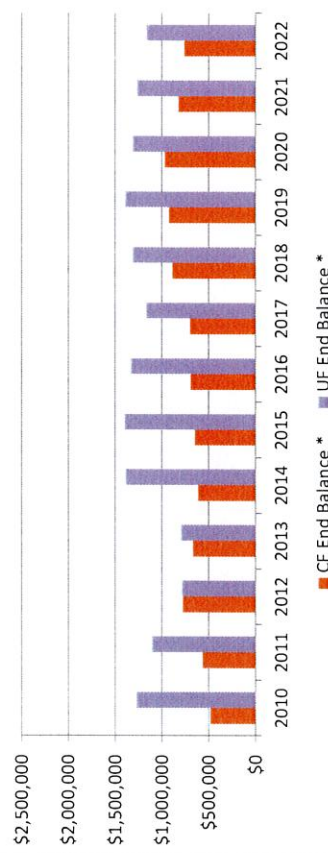
Fiscal Year	Committed Fund Balances				Unassigned Fund Balances				Combined Fund Balance
	Initial Balance	Use of Funds	New Funds	CF End Balance *	Initial Balance	Use of Funds	New Funds	UF End Balance *	
2009	\$ 1,144,584	\$ 1,162,880	\$ 509,667	\$ 491,371	\$ 1,134,437	\$ -	\$ 142,238	\$ 1,276,675	\$ 1,768,046
2010	\$ 491,371	\$ 491,371	\$ 572,447	\$ 572,447	\$ 1,276,675	\$ 285,322	\$ 120,103	\$ 1,111,456	\$ 1,683,903
2011	\$ 572,447	\$ 76,694	\$ 287,821	\$ 783,574	\$ 1,111,456	\$ 260,000	\$ (62,763)	\$ 788,693	\$ 1,572,267
2012	\$ 783,574	\$ 395,057	\$ 286,506	\$ 675,023	\$ 788,693	\$ 250,000	\$ 262,477	\$ 801,170	\$ 1,476,193
2013	\$ 675,023	\$ 134,437	\$ 82,033	\$ 622,619	\$ 801,170	\$ -	\$ 593,078	\$ 1,394,248	\$ 2,016,867
2014	\$ 622,619	\$ 160,844	\$ 195,182	\$ 656,957	\$ 1,394,248	\$ 113,421	\$ 121,785	\$ 1,402,612	\$ 2,059,569
2015	\$ 656,957	\$ 74,865	\$ 117,867	\$ 699,959	\$ 1,402,612	\$ 300,183	\$ 233,373	\$ 1,335,802	\$ 2,035,761
2016	\$ 699,959	\$ 227,020	\$ 233,843	\$ 706,782	\$ 1,335,802	\$ 230,000	\$ 65,702	\$ 1,171,504	\$ 1,878,286
2017	\$ 706,782	\$ 184,818	\$ 372,840	\$ 894,804	\$ 1,171,504	\$ 217,731	\$ 360,899	\$ 1,314,672	\$ 2,209,476
2018	\$ 894,804	\$ 227,303	\$ 268,296	\$ 935,797	\$ 1,314,672	\$ 128,000	\$ 211,719	\$ 1,398,391	\$ 2,334,188
2019	\$ 935,797	\$ 107,660	\$ 150,000	\$ 978,137	\$ 1,398,391	\$ 282,488	\$ 200,000	\$ 1,315,903	\$ 2,294,040
2020	\$ 935,797	\$ 206,951	\$ 100,000	\$ 828,846	\$ 1,398,391	\$ 302,117	\$ 175,000	\$ 1,271,274	\$ 2,100,120
2021	\$ 828,846	\$ 132,270	\$ 75,000	\$ 771,576	\$ 1,271,274	\$ 250,000	\$ 150,000	\$ 1,171,274	\$ 1,942,850
AVERAGE	\$ 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 \$ 1,161,058 * Audited End Balances were used through FY19
 Budgeted UF Ending Balance \$ 1,171,274 Estimated Values
 Deficit / Surplus \$ 10,215.85 100.9%

Fund End Balances By Fiscal Year

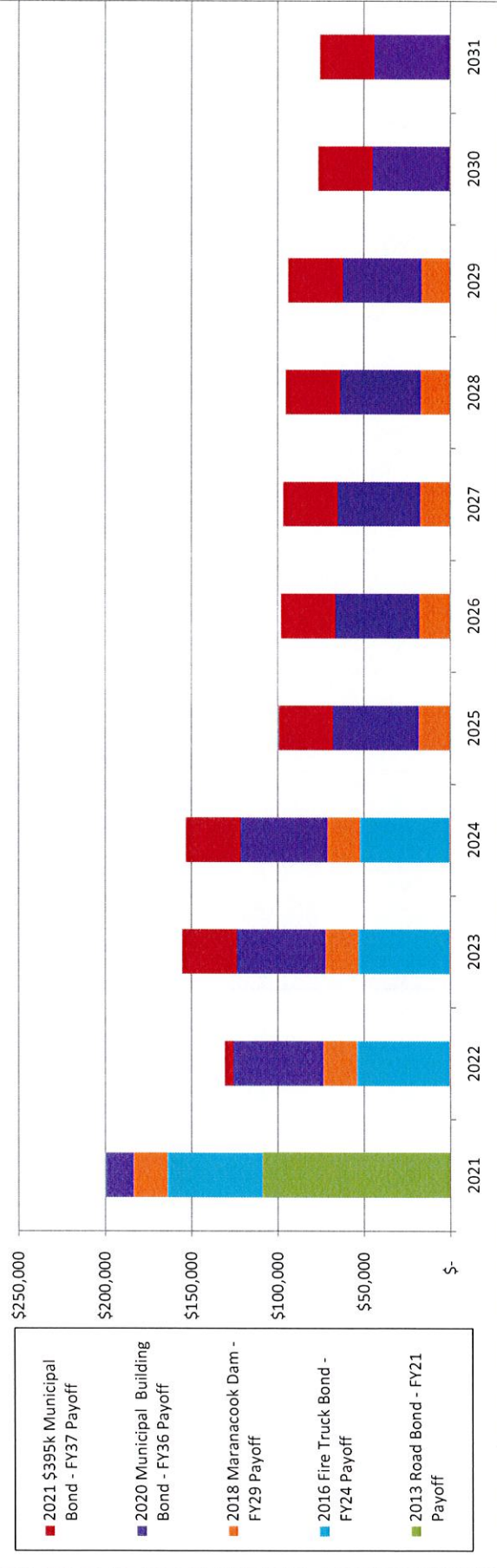


Fund End Balances by Fiscal Year



Debt	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
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
2021 \$395k Municipal Bond - FY37 Payoff	\$ 5,408	\$ 5,408	\$ 31,742	\$ 31,742	\$ 31,742	\$ 31,742	\$ 31,742	\$ 31,742	\$ 31,742	\$ 31,742	\$ 31,742
TOTAL	\$ 199,715	\$ 131,182	\$ 155,523	\$ 153,354	\$ 99,588	\$ 98,259	\$ 96,914	\$ 95,454	\$ 93,982	\$ 76,642	\$ 75,542

Current Long-Term Debt by Fiscal Year



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
7	Added \$100,000 to Admin Technology for Broadband design, planning, and engineering	4-Feb
8	Added \$250,000 bond to debt service (\$3,442 exp.) and Bond Proceeds (250k rev.)	4-Feb
9	Adjusted mil rate from 16.14 to 15.66 - small decrease in tax bill for residents	4-Feb
10	Increased Paving to \$300,000 (take advantage of low asphalt prices)	13-Feb
11	Reduced Admin Tech. expense line to \$0 (dropped Phase 1 broadband)	13-Feb
12	Adjusted property valuation increase to 1% (from .5%) following discussion w/ Assessor	13-Feb
13	Adjusted mil rate to 15.59	13-Feb
14	Added \$6,000 use of trust funds for Cemeteries	24-Feb
15	Added Cemetery reserve of \$5,000	24-Feb
16	Moved \$10,000 from Parks and Recreation operating budget line to Capital line	25-Feb
17	Increased Fairgrounds fields budget to \$55,000 (45 const., 10 engineer) up from \$50,000	25-Feb
18	Adjusted Roads Capital to \$277,000 to reflect full planned expenfitures (\$227k paving, \$50k sand/salt bldng.)	25-Feb
19	Reduced use of fund banance by \$50,000 to refflect paving plan (no \$50,000 reserve, \$9,000 for sidewalk)	25-Feb
20	Adjusted Gile Hall reserve to \$10,000 from \$20,000	25-Feb
21	Increased Ambulance assessment from \$35,000 to \$38,110	2-Mar
22	Added \$5,000 to Admin Technology Capital line for broadband consulting	9-Mar
23	Added \$4,000 to Admin Publications line for additional printing and mailings	9-Mar
24	Adjusted Readfield Enterprise Fund revenue lines, net zero impact	10-Mar
25	Added \$15,000 to salt purchase line to cover added material and increasing costs	10-Mar
26	Added \$20,000 to Parks Capital for Beach master plan and design	10-Mar
27	Increased Bond amount to \$395,000 to include Sprinkler, Library, & Paving, adjusted debt serv, exp., & rev.	10-Mar
28	Added \$50,000 to use of Roads Operating Rerserve	10-Mar
29	Increased Contingency to \$50,000	10-Mar
30	Adjusted mil rate to 15.77 - near zero FY22 tax impact and increased borrowing	10-Mar
31	Moved Broadband planning \$5,000 from Capital to Community Services	17-Mar
32	Compiled final adjustments from Select Board (mostly in wage and benefit adjustments)	26-Mar
33	Reduced Contingency from \$50,000 to \$25,000	26-Mar
34	Set mil rate to 15.75 - THIS DOES NOTY INCLUDE THE UNKNOWN INCREASE TO THE RSU #38 BUDGET	26-Mar
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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	15.75	\$ 25,000	\$ 3,418	\$ (7.77)
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	15.75	\$ -	\$ 3,812	\$ (53.20)
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	15.75	\$ 25,000	\$ 393.82
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	\$ 4,591,818	\$ 291,490.55	0.34 Mills

OTHER BUSINESS

Future Agenda Items - Proposed DRAFT

Ongoing Select Board Goals:

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

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

Meetings will be held remotely via Zoom exclusive until further notice