

Readfield Select Board
Meeting Agenda
April 20, 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.

21-102 - Minutes: Select Board meeting minutes of March 29th, 2021.

21-103 - Warrants: #40-43

Communications - 30 min.

Select Board communications. - 5 min.

Town Staff Reports - 10 min.

Boards, Committees, Commissions & Departments - 10 min.

- Cobbossee Watershed District Anadromous Fish statements
- Library Board minutes of March 3, 2021
- Budget Committee minutes of March 11, 2021
- Recreation Board minutes of April 8, 2021

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

Appointments, Re-appointments, and Resignations - 5 min.

21-104 - Consider the appointment of Jackie Drouin to the Trails Committee

21-105 - Consider the appointment of Steve Hayes to the Trails Committee

21-106 - Consider the appointment of Gary Keilty as a full member of the Comp. Plan Committee

21-107 - Consider the appointment of Bruce Hunter to the Comp. Plan Committee (alternate)

21-108 - Consider the resignation of Janet Tarbuck from the Library Board

New Business - 45 min.

21-109 - Consider the approval of a Shoreland septic holding tank for Map 106, Lot 070 - 5 min.

21-110 - Consider signing the final and complete June 8, 2021 Town Meeting Warrant - 5 min.

21-111 - Hold a discussion on communication strategies for the upcoming May 13 Public Hearing - 5 min.

21-112 - Consider signing the RSU 38 Warrant for the May 19, 2020 Budget Meeting - 5 min.

21-113 - Consider a first draft revision to the Select Board Roles and Responsibilities Policy - 15 min.

21-114 - Consider approving an AARP grant application by the Age Friendly Committee - 5 min.

21-115 - Consider a Consent Agreement for Map 112, Lot 071 - 5 min.

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

Adjournment

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

REGULAR MEETING

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

Readfield Select Board
Regular Meeting Minutes – Monday, March 29, 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), Anna Carll, Jamie Ward, Pamela Osborne

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

- **21-094 – Minutes: Select Board meeting minutes of March 15, 2021**
 - **Motion** made by Chris to approve the Select Board meeting minutes of March 15, 2021 as presented, **second** by Ralph. **Vote** 4-0 in favor, Kathryn not in attendance yet.
- **21-095 – Warrants: #38-39 (FY21)**
 - Ralph reviewed Warrants #38-39
 - **Motion** made by Ralph to approve warrants #38-39 in the amount of \$73,827.77, **second** by Chris. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Dennis: 1) Nomination papers are available now for Select Board and School Board positions 2) Heritage Day: Formulating a meeting schedule 3) MCHS Sports: Shout out to Coach Travis Magnusson and the Boys Basketball Team as they were undefeated this past season and Cash McClure was Maine Mr. Basketball.
- **Town Staff Reports**
 - Review of February Treasurer's Report
- **Boards, Committees, Commissions & Departments**
 - Hear an update from the Comprehensive Plan Committee
 - Review of schedule and committee assignments as included in packet. Suggested to add updates to messenger monthly.
 - Budget Committee minutes of February 4, 2021; Broadband Committee minutes of February 18, 2021; Rec Board Minutes of March 10, 2021
- **Public Communications - Members of the public may address the Select Board on any topic**
 - None

Appointments, reappointments and Resignations:

- **21-096 – Consider the appointment of Kristin Parks as Interim Town Clerk & Registrar of Voters**
 - **Motion** made by Bruce to appoint Kristin Parks as Interim Town Clerk and Registrar of Voters, **second** by Dennis. **Discussion:** Ends when new clerk is hired/starts. ~~**Vote** 5-0 in favor.~~
- **21-097 – Consider the resignation of Greg Durgin from the Comprehensive Plan Committee**
 - **Motion** made by Bruce to accept the resignation of Greg Durgin from the Comprehensive Plan Committee, **second** by Kathryn. **Vote** 5-0 in favor.

Readfield Select Board
Regular Meeting Minutes – Monday, March 29, 2021 – Unapproved

New Business:

- **21-098 – Consider award of contract for FY21 and FY22 paving work**
 - Anna: There were 10 bids received with the recommendation to go with Mainely Paving. Jamie Ward (Owner) present at tonight's meeting and gave a brief introduction. Paving work consists of work on Plains Road, Ratt Mill Hill Road, Gay Road, Sturtevant Hill Road and South Road.
 - **Motion** made Kathryn to award the paving contract as stated by Anna in the amount of \$337,854.30 to Mainely Paving, **second** by Dennis. **Vote** 5-0 in favor.

- **21-099 – Consider revisions to the Town Manager's contract**
 - **Motion** made by Bruce to approve the contract as presented in the packet and the Select Board will execute with their signatures, **second** by Kathryn. **Vote** 5-0 in favor.

- **21-100 – Consider employer sponsored retirement plan options and direction**
 - Update by Town Manager and Ralph on information included in packet and RFP to be sent out. Consensus of Select Board to send out. Deadline no later than April 15, 2021.

- **21-101 – Consider a final draft FY22 Budget and Warrant for the June 8, 2021 Town Meeting**
 - **Articles 1 – 6:** Need no select board recommendation/vote
 - **Articles 7 –13:** **Motion** made by Kathryn to approve Articles 7 thru 13 as presented with a select board recommendation of yes, **second** by Chris. **Vote** 5-0 in favor.
 - **Articles 14 & 15:** **Motion** made by Kathryn to approve Articles 14 & 15 as presented with a select board recommendation of yes, **second** by Chris. **Vote** 5-0 in favor.
 - **Articles 16 – 18:** **Motion** made by Kathryn to approve Articles 16 thru 18 as presented with a select board recommendation of yes, **second** by Chris. **Vote** 5-0 in favor.
 - **Articles 19 & 20:** **Motion** made by Kathryn to approve Articles 19 & 20 as presented with a select board recommendation of yes, **second** by Chris. **Vote** 5-0 in favor.
 - **Articles 21 – 28:** **Motion** made by Kathryn to approve Articles 21 thru 28 as presented with a select board recommendation of yes, **second** by Chris. **Vote** 5-0 in favor.
 - **Articles 29 – 35:** **Motion** made by Kathryn to approve Articles 29 thru 35 as presented with a select board recommendation of yes, **second** by Chris. **Vote** 5-0 in favor.
 - **Articles 36 – 42:** Need no select board recommendation/vote
 - Article 40 worded perfectly. Legal review complete.
 - **Motion** made by Bruce to approve as printed with Eric Dyer/Town Manager to change address location and to give permission to finalize bond language if needed and to change Chris Sammons as Chair and Dennis Price as Vice Chair and carrying all articles with a select board recommendation of yes, **second** by Kathryn. **Vote** 5-0 in favor.

Other Business, Upcoming Meetings & Future Agenda Items:

- Returning to live meetings discussion: In person with limited audience and social distancing while following state compliance. Still have zoom available. Next meeting April 20th.

Motion made by Dennis to adjourn the meeting at 7:59 pm, **second** by Kathryn. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary

Mar. 29, 2021 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
40	451	\$ 355,511.47	Warrant	R. Eno	Three	3/30/2021
A	451	\$ 1,726.50	State Fees	R. Eno	One	3/23/2021
B	451	\$ 3,052.31	State Fees	R. Eno	One	3/25/2021
41	465	\$ 17,783.29	Payroll	R. Eno	One	3/30/2021

SUM \$ 373,294.76

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

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	999	33.31	04/01/21	41	0031 Central Maine Power Co
P	69742	1,726.50	03/18/21	41	0086 SECRETARY OF STATE (MOTOR VEH)
P	69743	3,052.31	03/25/21	41	0086 SECRETARY OF STATE (MOTOR VEH)
R	69744	183.84	04/01/21	41	0431 A-COPI Imaging Systems
R	69745	31.40	04/01/21	41	0024 Baker & Taylor, Inc
R	69746	28,137.66	04/01/21	41	0453 Cushing Construction, LLC
R	69747	66.75	04/01/21	41	0810 Eric Dyer
R	69748	24.00	04/01/21	41	0791 Group Dynamic Inc
R	69749	76.00	04/01/21	41	0083 Kennebec Cnty Registry Of Deeds
R	69750	7,855.20	04/01/21	41	0066 Maine Municipal Association
R	69751	25.00	04/01/21	41	0218 MAINE RESOURCE RECOVERY ASSOC
R	69752	46.00	04/01/21	41	0138 On Scene Tags
R	69753	89.00	04/01/21	41	0858 PETTY CASH
R	69754	302,909.02	04/01/21	41	0069 Regional School Unit#38
R	69755	26.34	04/01/21	41	0696 Spectrum
R	69756	35.33	04/01/21	41	0462 STAPLES CREDIT PLAN
R	69757	2,500.00	04/01/21	41	0689 Taylor Stevenson
R	69758	439.09	04/01/21	41	0313 Toshiba Financial Services
R	69759	10.00	04/01/21	41	0236 TREAS., STATE OF MAINE (DHS)
R	69760	350.00	04/01/21	41	0106 Treas.,State of Maine (Prison Store)
R	69761	7,894.72	04/01/21	41	0709 WASTE MANAGEMENT OF PORTLAND
Total		355,511.47			

Count

Checks	21
Voids	0

Treasurer's Warrant

Warrant # 40 & 41

\$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	\$17,783.29	69762-69773 169762-169774
VARIOUS VENDORS	Accounts Payable	\$355,511.47	696742-69761
	Total	\$373,294.76	

Date Signed: 3/30/21

Bruce Bourgoine

Christine Sammons
Christine Sammons

Ralph Eno
Ralph Eno

Dennis Price

Kathryn Woodsum
Kathryn Woodsum

Apr. 12, 2021 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
42	475	\$ 46,162.52	Warrant		Three	
A	475	\$ 8,357.66	State Fees	B. Bourgoine	One	4/1/2021
B	475	\$ -	State Fees		One	
43	485	\$ 16,900.82	Payroll		One	

SUM \$ 63,063.34

Indicates public review is required following prior approval

Indicates public review and approval are both required

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	999	360.61	04/15/21	42	0031 Central Maine Power Co
P	999	19.36	04/15/21	42	0031 Central Maine Power Co
P	999	314.69	04/15/21	42	0031 Central Maine Power Co
P	999	237.17	04/15/21	42	0031 Central Maine Power Co
P	999	26.58	04/15/21	42	0031 Central Maine Power Co
P	999	17.07	04/15/21	42	0031 Central Maine Power Co
P	999	179.73	04/15/21	42	0031 Central Maine Power Co
P	69774	849.06	04/01/21	42	0098 TREAS., STATE OF MAINE (IFW)
P	69775	7,508.60	04/01/21	42	0086 SECRETARY OF STATE (MOTOR VEH)
R	69776	1,635.75	04/15/21	42	0599 Archie's Inc.
R	69777	133.88	04/15/21	42	0024 Baker & Taylor, Inc
R	69778	416.00	04/15/21	42	0384 BDS Waste Disposal, Inc
R	69779	28.00	04/15/21	42	0035 Community Advertiser
R	69780	1,640.00	04/15/21	42	0453 Cushing Construction, LLC
R	69781	1,500.00	04/15/21	42	0591 David Ledew
R	69782	5,000.00	04/15/21	42	0179 David Matson
R	69783	154.55	04/15/21	42	0040 Demco
R	69784	205.00	04/15/21	42	0181 Enviromental Projects, Inc
R	69785	29.98	04/15/21	42	0810 Eric Dyer
R	69786	651.16	04/15/21	42	0704 Fabian Oil
R	69787	195.42	04/15/21	42	0083 Kennebec Cnty Registry Of Deeds
R	69788	1,162.61	04/15/21	42	0055 KV Humane Society
R	69789	225.00	04/15/21	42	0934 Leighton Signworks
R	69790	6.00	04/15/21	42	0657 Maine Information Network
R	69791	15.50	04/15/21	42	0868 Maine Laundry Centers
R	69792	15.00	04/15/21	42	0555 MAINE TOWN&CITY MNGMNT ASSN
R	69793	84.30	04/15/21	42	0360 North Coast Services LLC
R	69794	17.50	04/15/21	42	0138 On Scene Tags
R	69795	485.81	04/15/21	42	0170 Penny Mattor
R	69796	40.97	04/15/21	42	0858 PETTY CASH
R	69797	60.00	04/15/21	42	0080 READFIELD CORNER WATER ASSOC.
R	69798	20.00	04/15/21	42	0746 Rockingham Electrical Supply Co Inc
R	69799	6,800.00	04/15/21	42	0005 S.J. WOOD CONSTRUCTION CO.,INC
R	69800	54.18	04/15/21	42	0406 SAM'S CLUB
R	69801	90.00	04/15/21	42	0192 SEACOAST SECURITY & TELE.,INC
R	69802	5,931.23	04/15/21	42	0086 SECRETARY OF STATE (MOTOR VEH)
R	69803	40.00	04/15/21	42	0561 Shredding on Site
R	69804	163.00	04/15/21	42	0509 TREAS., STATE OF MAINE (DEP)
R	69805	79.00	04/15/21	42	0100 TREAS., STATE OF MAINE (DOGS)
R	69806	899.00	04/15/21	42	0032 Troiano Waste Service,Inc
R	69807	8,569.73	04/15/21	42	0709 WASTE MANAGEMENT OF PORTLAND
R	69808	211.08	04/15/21	42	0094 WHITE SIGN
R	69809	90.00	04/15/21	42	0516 Winthrop Lakes Region

Total 46,162.52

Count

Checks	43
Voids	0

Treasurer's Warrant


Warrant # 42 & 43 \$63,063.34 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	\$16,900.82	69810-69817 169810-169821
VARIOUS VENDORS	Accounts Payable	\$46,162.52	69774-69809
	Total	\$63,063.34	

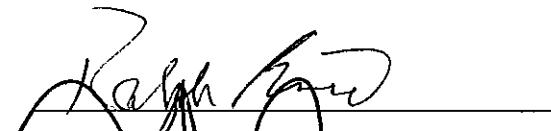
Date Signed: 4/13/21




Bruce Bourgoine



Christine Sammons



Ralph Eno



Dennis Price

Kathryn Woodsum

COMMUNICATIONS

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

Sandra Small-Hughes
Chairperson

COBBOSSEE WATERSHED DISTRICT

P.O. Box 418, Winthrop, Maine 04364

Telephone (207) 377-2234

WILLIAM J. MONAGLE
Executive Director

Maine's first regional lake management district



April 1, 2021

To: Municipal Officials of the CWD
From: Bill Monagle, Executive Director



RE: Prospective Re-introduction of Anadromous Fish to the CWD.

In response to plans being developed by the Maine Department of Marine Fisheries (DMR) to re-introduce anadromous fish (e.g., alewives) to select lakes and ponds of the CWD the Board of Trustees voted on March 30, 2021 to oppose such plans at this time as detailed in the accompanying position statement expressing the motion as it was approved by the trustees.

This position was arrived at following years of research by CWD staff and discussions with state agency staff (i.e., DMR, Dept. of Inland Fish & Wildlife, and Dept. of Environmental Protection), as well as other environmental experts, both in the private sector and academia, and other stakeholders.

At this time, the main focus of DMR's plan, as we know it to be, is to increase the number of alewives entering Pleasant Pond and to establish new runs of sea-run alewives into Cobbossee Lake, and Annabessacook Lake and possibly others via the construction of engineered fishways at the respective outlet dams. The CWD views this "restoration" effort as a potential threat to lake water quality and a disruption to CWD operations and I trust those of you who review the minutes of CWD's monthly meetings that I forward to all municipalities of the CWD are aware of our concerns. As I believe that this matter is of interest and concern to all CWD towns, I hope to schedule meetings with selectboards and councils to discuss it further.

Sandra Small-Hughes
Chairperson

WILLIAM J. MONAGLE
Executive Director

COBBOSSEE WATERSHED DISTRICT

P.O. Box 418, Winthrop, Maine 04364

Telephone (207) 377-2234

Maine's first regional lake management district



Position Regarding the Reintroduction of Anadromous Fish to the Cobbosseecontee Stream Watershed

To uphold the Cobbossee Watershed District's legislated purpose, the Cobbossee Watershed District (CWD) opposes further re-introduction of anadromous fish (e.g., alewife) into the Cobbossee Watershed at this time. The CWD may revisit and amend this position if a specific, detailed anadromous fish restoration proposal is developed that poses an acceptable risk to water quality and water levels goals as determined by CWD and which includes regulatory and other mechanisms to ensure compliance with the plan.

Adopted: March 30, 2021

Readfield Community Library Board of Trustees meeting
March 3rd 2021

The meeting was called to order at 6:35pm (via zoom) by Chair Pam Mitchell.
Trustees who were present were; Pam Mitchell, Sonya Clark, Maureen Kinder, Jennifer Bonnefond, Jan Tarbuck, Brenda Lake and Pat Clark and Librarian Mellissa Small.

Secretary's Report: The February minutes were approved.

Treasurer's Report: Discussion of a donation took place and then they were approved.

Librarians Report:

- InterLibrary loans: ILL Van delivery has been changed and we have a new number code.
- ILL Volunteers: A new volunteer has been trained.
- AncestryLibrary Home Edition has been extended until June 30, 2021
- Intern from UMA: Looking at their Library Science program to have a part time unpaid internship for the Fall. A volunteer to help with our youth programming and outreach.
- Leftover Book Sale: Searching programs to send unsold books to. Two options "Better World Books Library Program" and "Sustainable Shelves program" through Baker and Taylor.
- Grant opportunity: talked about Minerva opportunity. Will look more into it for next year.
- Library Coronavirus-related issues: All services are being offered. We voted and agreed that volunteers who felt ready can start working at the circulation desk. The board also voted and approved to continue 72 hours for the book quarantine period.
- Building Issues: Front roof/steps issue talked about how to avoid ice build up on stairs and from falling snow. Driveway: talked about resurfacing due to condition and will look further into it. Outdoor chairs: Discussion on offering something for patrons to sit while using wifi and or waiting to come into the library. Displays: discussed more ways to display books in the library.
- Closures: The library was closed Tuesday February 2nd and 16th due to winter storm and Monday February 15th for Presidents Day. There are no planned closures for the month of March
- Coverage for Melissa: Looking for coverage on two Saturdays to cover for the librarian either volunteer or a board member.
- Story Walk Grant: Board members attend (via zoom) presentation from Kents Hill and Pam and Melissa meet with Maranacook Community High school. Prototypes have been approved. Progress report for the grant has been submitted. Sponsor-A-Book has been publicized in the Messenger and March library newsletter. The library has 5 sponsors already. Grand opening outdoor event will be decided for late May or early June.
- Children's puzzles: The library received ten donated brand new Ravensburger puzzles.
- Programming/event statistics for February: All events were zoom. Story time took place four times with an average of 4 children attending. Adult book group had 16 attendees.

Virtual Book launch for Percy's Patience had 44. Take the library to your child day 4 attended and Virtual Cook-A-Book 0 (plan to retry for summer outdoors).

- Statistics: Two new Library cards were issued. Facebook followers 395 (increase of 3 since last month) Curbside service: February 1st-28th had 43 pickups, decrease from January (which had 65)
- Storytime Continues by zoom on Tuesdays at 9:30am.
- "Books through Music and Music through Books" February book was *Itzhak: A Boy who Loved the Violin*.

Old Business:

- Grant for Story Walk update: Discussed in Librarian's report.
- Book Group: March Book Group and Author Q & A meets by Zoom on Monday March 29th at 6:30 via zoom. April, May and June books will be selected by attendees in the next few days.
- Writers Group: First meeting will be held March 8th at 7:00pm via zoom.

New Business:

- Covid updates: Discussed in the Librarian's report.
- Parking lot: Discussed in the Librarian's report.
- Curbside pickup: tabled to next month to talk about a more permanent structure.
- National Library Week: April 4-10. Librarian to submit a letter in Messenger to reflect on the library as a town resource. Also write to Readfield Elementary and Maranacook School newsletters. Looking into possible "virtual" library tour for RES students.
- Future Programming ideas:
 - 75th Birthday Celebration for the Library: Ways to celebrate Library's birthday: Dale Potter Clark agreed to do a presentation called "The History of the Dr. Samuel H. Currier family and Their home, the current Readfield Community Library." A date has not been set hoping for in person sometime during the summer. Possible Panel Discussion with former and current librarians. Thinking of creating a "75 years of the library memories" book. Board will continue to discuss options.
 - Possible Spring Events: For adults 2nd Annual Poetry Share by zoom possible date Wednesday April 21st at 7:00pm. For Kids: "Mud And Maple" story time walk in late March/early April. No date has been set.
 - Earth Day event: EcoMaine collaborative talk in upcoming board meetings.
 - Possible collaborative fundraising or programming event with Camille Davidson's art gallery
- Summer Program ideas:
 - Summer science with Katie Coppens: decide if we want to set up an outside workshop geared to kids 8-12.
 - We tabled to vote next month whether to do the Summer Reading Program theme "Tails and Tales" or with the theme "Maine".
 - Author Talk and Book signing with *Percy's Patience*. Will vote in upcoming months on when to hold it.

Book Buddies for the summer: Looking into middle/high schoolers to read to younger children. Looking into virtual book buddies to read to Barbara Bush Children's Hospital. Will keep updated on the process.

- Summer "READ ME" program with Maine Humanities Council: Friends of the RCL has generously agreed to pay for copies of the books for us to circulate. Books have been ordered.
- MHC "World in your Library" Program: We did not get chosen to host but will try in the future.

The meeting was adjourned at 8:00pm

The next meeting will be held on April 7th at 6:30 via Zoom

**Town of Readfield
Budget Committee**

MINUTES OF MEETING
March 11, 2021

The Readfield Budget Committee held a regularly scheduled meeting on Thursday, March 11, 2021. Because of pandemic-related restrictions on gatherings, the meeting was held via ZOOM; interested members of the public were able to join the virtual meeting using credentials posted on the Town's website. Committee members in attendance included Andrews Tolman, Chair; Ellen Schneider; Rebecca Lambert; Ed Sims; and Martin Hanish. Eric Dyer, Town Manager and Teresa Shaw, Finance Director, were also in attendance.

Tolman called the meeting to order at 6:35 pm. The first order of business was consideration of draft minutes for the meeting of February 4th. Schneider noted that the two typos appearing in the draft minutes had been corrected.

Lambert offered a motion to approve the minutes, as corrected; Sims seconded the motion, which passed unanimously.

Tolman noted that the primary objective for the meeting was to review the "fine tuning" done to the budget proposal by Dyer since the Committee's last meeting. He added that the group would also be asked to consider some general borrowing guidelines suggested by Hanish.

Dyer reviewed the changes made to the budget proposal since the group's last meeting on February 4th. These changes were made in response to feedback provided by the Committee and the Selectboard, as well as new information related to expected cost of particular budget items becoming available. He began his review by noting that the proposed budget for ambulance services had been increased from \$35k to \$38.1k, based on the latest projections from Winthrop EMS.

The second item was the revision of the Administration Technology Capital division to \$5k. This amount – which represents a downward adjustment from the most recent prior draft budget – reflects an amount needed to secure consulting services to continue exploration of the community broadband initiative. The Committee discussed if this funding was more properly budgeted as an operational cost, as opposed to a capital cost. Dyer agreed to move the funds to the operations budget.

Hanish noted that \$5k is not likely to "buy" any considerable amount of consulting support, as this type of expertise is costly and complex. Dyer explained that the Town would be continuing to consider development of a broadband initiative slowly and deliberately; thus, he believes this amount is appropriate for the coming year.

An additional \$4k was added to the publications line. Dyer explained this additional amount is intended to improve the Town's communications with the public regarding projects, initiatives, and so on, with the objective of improving engagement and enhancing transparency.

An additional \$15k is reflected in the budget for salt purchase. This adjustment reflects, in part, the rising cost of salt used to treat roads. It is also reflective of a decision to alter the sand:salt mix that will be used to treat Readfield roads, with the ratio of salt to sand increasing to make the treatment more effective both practically and financially.

\$20k has been added to the Parks and Beach budget. This amount is intended to cover the cost of developing a Master Plan for improvements at the Town beach. As discussed at the joint capital planning meeting between the Selectboard and the Budget Committee, there is a great deal of interest in improving this town asset. Investment in the development of a deliberate and carefully considered plan for these improvements will help ensure the best use of the asset and allow for careful budgeting for the implementation of those improvements.

Dyer then called the Committee's attention to the proposed budget line for capital bonding, which has been adjusted from \$250k – which had been characterized as a placeholder – to \$395k. \$250k of this total is intended to cover the costs associated with installing a sprinkler system in the fire station, as well as installing egress from the second floor of the library. The balance - \$145k – will cover the cost of paving projects currently scheduled for 2023/24, which will be moved up in time to take advantage of favorable borrowing rates. These paving projects are part of the Town's roads' plan, but now can be accomplished earlier than originally contemplated.

Sims asked about the possibility of also including paving at the Transfer Station in a bond package. Dyer explained that as a shared, multi-town facility, the Transfer Station has its own capital budget and pool. He reminded Committee members that the current debt load of the Transfer Station precludes borrowing for improvements there, in the short term.

There was a brief discussion regarding the use of bond proceeds to cover the cost of interior improvements like painting, on the second floor of the library. It is understood that these improvements are desirable, but some members of the Committee object to funding this type of expense using bond borrowing, particularly as this work was not contemplated as part of the original project undertaken with the proceeds of a prior bond borrowing. Dyer noted that it was likely that the \$250k "earmarked" for the fire station and library projects would not allow room for the interior improvement work. He agreed, though, that it would be more appropriate to fund this type of project through operations. The library does have some reserves, which might be used to fund some of this type of cost.

Hanish asked about the possibility of paving the library parking lot this coming year, using the same borrowing vehicle. He also noted that the ramp into the library entryway needs to be replaced to appropriately ensure accessibility to the building. While Dyer agrees that the lot needs paving, he believes it is more appropriate to push that project beyond this coming fiscal

year. He agreed, though, to include construction of a new ramp in the capital project contemplated for the upcoming borrowing, should the initiative be approved by the voters.

An additional \$50k has been added to the Roads Operating Reserves to offset costs in the roads operating budget (there are currently \$100k in reserves). This seems to be a sound strategy to help balance the budget. By moving up the paving projects from 2023/24, there will be less likelihood of failures that require emergency interventions, easing the potential need for reserve funds.

The budget proposal for Contingency funds has been adjusted upwards from \$25k to \$50k. Dyer explained that this is a temporary adjustment that reflects the expected cost of salary adjustments currently under consideration by the Selectboard. A salary survey has revealed that Readfield pays certain of its skilled employees far below market rates. This makes recruitment and retention more challenging. The Selectboard is scheduled to consider increases to several lines, at a meeting set for March 15th. Should the Board approve those changes, Dyer will reallocate the monies in the Contingency line to the specific salary budgets in the impacted departments. In other words, the addition to Contingency funds of the \$25k in the most recent iteration of the draft budget simply allows the Committee and the public to see the bottom line impact of the addition of this funding to the overall mil rate. It is a matter of convenience and expediency for consideration of the overall budget at this meeting.

Overall, the changes reviewed by Dyer result in a year over year decrease of 11% in the mil rate. However, 10% of the change is related to the 10% across the board adjustment to valuation rates that had to be made in order to bring the Town into alignment with state valuation rates.

Lambert advised the group that at present, the increase in the school budget is 2.75%. The school board hopes to be able to reduce that but is still in the midst of its budgeting process.

The Committee then discussed the use of debt and borrowing as part of a municipal budget. Hanish shared some general guidelines he obtained from the Government Finance Officers' Association. These guidelines are:

- The town should have a formal policy regarding the issuance of debt.
- Long term debt is a useful tool for addressing current capital improvement needs with the budget impact spread over a number of years. The term of the bonds should not exceed the useful life of the assets/improvements.
- Availability of long-term debt at reasonable interest rates should not be used for projects that are not critical to the town's wellbeing.
- The Town should maintain and annually update integrated multi-year capital investment and accumulated debt forecasts (Eric does a great job with this, just think it's important to note).
- The budget impacts annual debt service requirements should be kept reasonably level, so as to avoid swings in costs and resulting tax rates from one year to the next.

The Committee members expressed general support of these guidelines.

There followed a brief discussion regarding how best to visually present the current and contemplated capital needs of the Town. Dyer currently uses a bar graph to display the bonded obligations. These graphs are an easy to read and easy to understand depiction of debt load faced by Readfield. Hanish suggested that it would be helpful to add to outlying years the potential impact of borrowings being considered as part of any budget discussion. Dyer agreed and told the group that he and Shaw have been thinking through ways to visually convey that type of information.

Hanish offered a motion in support of the proposed \$395k bond borrowing contemplated in the latest iteration of the budget proposal. Lambert seconded the motion, which was unanimously approved.

The members of the Committee also expressed their consensus of support for the current draft of the budget, generally. Dyer was asked to convey that sense to the Selectboard.

The next meeting of the Budget Committee will be on March 18th at 6:30 pm, when the first public hearing on the budget will be held.

There being no other business, the meeting was adjourned at 7:42 pm.

Respectfully submitted,
/ejs/

Readfield Rec Meeting – April 8, 2021

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

- Baseball
 - Do we have all coaches
 - Supply each team “like the home team every game”
 - Each team have set of own balls for their team to handle balls instead of actual home team providing and using ball all players on field
 - Covid Rules? -- cleaning bats b/w users – NEED WIPES & parent help doing this process
 - Kids are encouraged to bring their own equipment – we can buy extras for those who need bats, helmets (about ½ have their own, we think)
 - Catchers Equipment? --- message teams and ask who has own equipment
 - Helmets
 - Field – can we take care of ourselves?
 - Field tour on 9th @ 4 – Hannah, Sean, Amy & Eric will meet there
 - Field Day clean up!
 - Right now fields are relatively dry – swampy in RF. Field at RES is in bad shape
 - Target = **Saturday April 17th** – will make decision Thursday before based on weather predictions; Fall back weekend April, 24th.
 - Kevin has hatch to pull behind lawn mower
 - Guy in Monmouth may be able to come out in mid-May if we want to pursue
 - Port-a-Potty at Church Rd?
 - Need to repaint the dugouts – trim needs to be finished
 - Space beside dugouts just for team – parents need to stay back!
 - Umpires needed for Cal Ripken – would need to schedule and pay (\$60 for a game) – just one for rules?
 - We could find HS kids to do it and pay from Cal Ripken for \$24 --- just for Majors?
 - Hannah checking with Lonny – what does he do?
- Beach
 - No one has applied for Beach Super
 - Permits & Passes for out of Towners
 - Locals STILL need to get beach pass from Town Hall, even though Free – how we track out of towners
 - HAVE the metal material to redo roofs at picnic tables
 - Can do ourselves - take off shingles and put roof on – later date after Field Day but sooner rather than later
 - Rentals
 - should get own picnic table
 - renter of party pays, not friends/invitees to event – raise fee??
- Misc.

- Next meeting 4/29 to touch up on Baseball/Softball
 - Then will pick a regular meeting for May slot
- Send minutes to who, now that Deb is gone

APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS



Readfield MAINE

Readfield Select Board

April 20, 2021

Item # 21-104

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

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

Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) [1]

Submitted by Anonymous (not verified)

April 12, 2021 - 11:29am

24.198.160.111

Date

April 12, 2021

Which Board, Committee or Commission are you applying for?

Trails Committee

Yes No

Do you have previous experience on this board or committee?

Name

Jackie Drouin

Street Address

214 Fogg Road

Mailing Address

Readfield, ME 04355

Phone (Primary)

2076859151

Phone (Secondary)

2074416284

E-Mail

drouinj@roadrunner.com

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

I don't have any training or experience, but I am a regular hiker and am willing to work hard.

If you are currently employed, what is your position?

Retired.

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

I want to be an active and helpful member of the community.

Electronic Signature

Jacqueline M. Drouin

Check one!

I DO I DO NOT

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

X

Source URL: https://www.readfieldmaine.org/node/6133/submission/5321

Links

[1] https://www.readfieldmaine.org/volunteer/webforms/appointment-application-web-fillable-form

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment [] Yes [X] No

Was this position advertised? [X] Yes [] No If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. [X] Yes [] No

Confirmed meeting date: April 20, 2021

SELECT BOARD APPROVAL

To Jackie Drouin of Readfield, in the County of Kennebec and State of Maine: There being a position on the Trails Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

4/20/2021 thru 6/30/2022. Given under our hand this [] day of [] 20__.

Bruce Bourgoine

Ralph F. Eno, Jr.

Dennis Price

Christine Sammons

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? [] Yes [] No If yes, what date: []

Is an Oath appropriate: [] Yes [] No If yes, what date []

TOWN OF READFIELD

APPOINTMENT APPLICATION

OFFICE USE
MAR 30 2021
DATE RECEIVED

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

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

Which Board, Committee or Commission

are you applying for? Traffic Term: 2yr

Do you have previous experience on this board or committee? Yes No

Name: Steve Hayer Phone (H): _____

Street address: 15 Church Rd Phone (C): 207-557-0065

Mailing address: PO Box 1028, Augusta, ME 04332

E-Mail: Steve.Hayer.Maine@gmail.com

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

Walk them daily

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

Walk them daily

If you are currently employed, what is your position?

Attorney

APPLICATION FOR APPOINTMENT FOR:

Name: Steve Hayes Position: Trails Committee Term: 2 yr

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: [Signature] Date: 3/30/2021

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment Yes No

Was this position advertised? Yes No If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. Yes No

Confirmed meeting date: April 20, 2021

SELECT BOARD APPROVAL

To Steve Hayes of Readfield, in the County of Kennebec and State of Maine: There being a position on the Trails Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

4/20/2021 thru 6/30/2022. Given under our hand this day of 20__.

Bruce Bourgoine

Ralph F. Eno, Jr.

Dennis Price

Christine Sammons

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? Yes No If yes, what date:

Is an Oath appropriate: Yes No If yes, what date



Readfield Select Board
April 20, 2021
Item # 21-106

Readfield Select Board
April 20, 2021
Item # 21-107

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

Date: April 16, 2021
To: Readfield Select Board
From: Eric Dyer, Town Manager
Subject: Comprehensive Plan Committee Appointments

Committee Membership Changes:

At their last meeting the Select Board accepted the resignation of Greg Durgin from the Comprehensive Plan Committee. At the time I had stated that Gary Keilty would fill the slot as an appointed alternate and former member of the Trails Committee. In order to properly seat Gary he should be appointed by the Select Board and so that request is being made under agenda item 21-106.

Bruce Hunter has requested appointment to the Comprehensive Plan Committee and so it seems appropriate that he be appointed as a new alternate. This request is being made under agenda item 21-107.

These appointments could be reversed at the discretion of the Select Board. Both full members and alternate members have active roles on the Comprehensive Plan Committee.

Kristin Parks/Town of Readfield

From: Jan and Woody Tarbuck <janandwoody@gmail.com>
Sent: Wednesday, April 14, 2021 2:15 PM
To: info@readfieldmaine.org; Pam Mitchell
Subject: Library Board of Trustees



Dear Deborah Nichols,

Please accept my resignation from the Library Board of Trustees. My term expires this June, and I would like to resign by the end of April. I am grateful for being able to serve on the board for the past several years.

Sincerely,

Janet Tarbuck

NEW BUSINESS

April 20, 2021

Item # 21-109



Department of Health &
Maine Center for Disease Control and Prevention
286 Water Street
11 State House Station
Augusta, Maine 04333-0011
Tel: (207) 287-5672
Fax: (207) 287-4172; TTY: 1-800-606-0215

SUBSURFACE WASTEWATER DISPOSAL SYSTEM VARIANCE REQUEST

This form must accompany an application (HHE-200 Form) for any subsurface wastewater disposal system which requires a variance to provisions of the Subsurface Wastewater Disposal Rules. The Local Plumbing Inspector must not issue a permit for the installation of a subsurface wastewater disposal system requiring a variance from the Department of Health and Human Services until approval has been received from the Department.

GENERAL INFORMATION
Town of READFIELD
Property Owner's Name: LATUSCHA, ANNE Tel. No.: 212-1127
System's Location: 159 TORSEY SHORE ROAD
Property Owner's Address: 19 EDWARD AVENUE Zip Code
e-mail address: LEWISTON, ME 04240

The subsurface wastewater disposal system design for the subject property requires a [] replacement system variance [] first time system variance to the Subsurface Wastewater Disposal Rules. This variance requires [] local approval [] local and state approval.

SPECIFIC VARIANCE REQUESTED (To be filled in by Site Evaluator. Use additional sheets if needed.)
1. HOLDING TANK NO CLOSER THAN 25' TO WELL SECTION OF RULE TABLE 8A

SITE EVALUATOR
When a property is found to be unsuitable for subsurface wastewater disposal by a licensed Site Evaluator, the Evaluator shall so inform the property owner. If the property owner, after exploring all other alternatives, wishes to request a variance to the Rules, and the Evaluator in his professional opinion feels the variance request is justified and the site limitations can be overcome, he shall document the soil and site conditions on the Application. The Evaluator shall list the specific variances necessary plus describe below the proposed system design and function. The Evaluator shall further describe how the specific site limitations are to be overcome, and provide any other support documentation as required prior to consideration by the Department. Attach a separate sheet if necessary.
ATTACHMENT [] YES [X] NO

1. STEPHEN P. ROBBINS, S.E., certify that a variance to the Rules is necessary since a system cannot be installed which will completely satisfy all the Rule requirements. In my judgment, the proposed system design on the attached Application is the best alternative available. enhances the potential of the site for subsurface wastewater disposal; and that the system should function properly.
Signature of Site Evaluator: Stephen P. Robbins Date: 6 JUNE 17 29 JAN 2020

PROPERTY OWNER
1. John & ANNE Latuscha, am the [X] owner [] agent for the owner of the subject property. I understand that the installation on the Application is not in total compliance with the Rules. Should the proposed system malfunction, I release all concerned provided they have performed their duties in a reasonable and proper manner, and I will promptly notify the Local Plumbing Inspector and make any corrections required by the Rules. By signing the variance request form, I acknowledge permission for representatives of the Department to enter onto the property to perform such duties as may be necessary to evaluate the variance request.
Signature of Owner: [] SIGNATURE OF OWNER [] AGENT FOR THE OWNER Date: 3-2-2020

LOCAL PLUMBING INSPECTOR - Approval at local level

The local plumbing inspector shall review all variance requests prior to rendering a decision.

I, Travis Gould, the undersigned, have visited the above property and find that the variance request submitted by the applicant does not conform with certain provisions of the wastewater disposal rules. The variance request submitted by the applicant is the best alternative for a subsurface wastewater disposal system on this property. The proposed system (does does not) conflict with any provisions controlling subsurface wastewater disposal in the shoreland zone. Therefore, I (do do not) approve the requested variance. I (will will not) issue a permit for the system's installation as proposed by the application.

Travis Gould

LPI Signature

3-11-20

Date

LOCAL PLUMBING INSPECTOR - Referral to the Department

The local plumbing inspector shall review all variance requests prior to forwarding to the Division of Environmental Health.

I, _____, the undersigned, have visited the above property and find that the variance request submitted by the applicant does not conform with certain provisions of the wastewater disposal rules. The variance request submitted by the applicant is the best alternative for a subsurface wastewater disposal system on this property. The proposed system (does does not) conflict with any provisions controlling subsurface wastewater disposal in the shoreland zone. Therefore, I (do do not) recommend the issuance of a permit for the system's installation as proposed by the application.

LPI Signature

Date

FOR USE BY THE DEPARTMENT ONLY

The Department has reviewed the variance(s) and (does does not) give its approval. Any additional requirements, recommendations, or reasons for the Variance denial, are given in the attached letter.

SIGNATURE OF THE DEPARTMENT

DATE

- Notes: 1. Variances for soil conditions may be approved at the local level as long as the total point assessment is at least the minimum allowed. (See Section 7.B.4 of the Subsurface Wastewater Disposal Rules for Municipal Review.)
2. Variances for other than soil conditions or soil conditions beyond the limit of the LPI's authority are to be submitted to the Department for review. (See Section 7.B.3 for Department Review.) The LPI's signature is required on these variance requests prior to sending them to the Department.

SOIL, SITE AND ENGINEERING FACTORS FOR FIRST TIME SYSTEM VARIANCE ASSESSMENT WITH LIMITING SOIL DRAINAGE CONDITIONS (SEE TABLES 7C THROUGH 7M).

	CHARACTERISTIC	POINT ASSESSMENT
Soil Profile		
Depth to Groundwater/Restrictive Layer		
Terrain		
Size of Property		
Waterbody Setback		
Water Supply		
Type of Development		
Disposal Area Adjustment		
Vertical Separation Distance		
Additional Treatment		
	TOTAL POINT ASSESSMENT:	

Minimum Points (Check One): Outside Shoreland Zone-50 Inside Shoreland Zone-65 Subdivision-65

SUBSURFACE WASTEWATER DISPOSAL SYSTEM APPLICATION

Maine Dept Health & Human Services Division
of Health Engineering, 10 SHS (207) 287-5672
Fax: (207) 287-3165

PROPERTY LOCATION		>>CAUTION: PERMIT REQUIRED - ATTACH IN SPACE BELOW<<	
City, Town, or Plantation	Readfield	Town/City	<u>Readfield</u> Permit # <u>2519</u>
Street or Road	159 Torsey Shore Road	Date Permit Issued	<u>3-11-20</u> Fee \$ <u>100-</u> Double Fee Charged []
Subdivision, Lot #		<i>Tom Jell</i> L. P. I. # <u>1023</u>	
OWNER/APPLICANT INFORMATION			
Name (last, first, MI)	Latuscha, Anne <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Applicant	Local Plumbing Inspector Signature	
Mailing Address of Applicant	19 Edwards Avenue	<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Town <input type="checkbox"/> State	
	Lewiston, ME 04240	The Subsurface Wastewater Disposal System shall not be installed until a Permit is issued by the Local Plumbing Inspector. The Permit shall authorize the owner or installer to install the disposal system in accordance with this application and the Maine Subsurface Wastewater Disposal Rules.	
Daytime Tel. #	<u>207-212-1127</u>	Municipal Tax Map #	<u>100</u> Lot # <u>070</u>
Owner or Applicant Statement I state and acknowledge that the information submitted is correct to the best of my knowledge and understand that any falsification is reason for the Department and/or Local Plumbing inspector to deny a Permit <i>John V. Latuscha</i> <u>3-11-2020</u> Signature of Owner or Applicant Date		CAUTION: INSPECTION REQUIRED I have inspected the installation authorized above and found it to be in compliance with the Subsurface Wastewater Disposal rules Application. _____ (1st) date approved _____ (2nd) date approved Local Plumbing Inspector Signature	

PERMIT INFORMATION			
TYPE OF APPLICATION <input type="checkbox"/> 1. First Time System <input checked="" type="checkbox"/> 2. Replacement System Type replaced: <u>Alternative Toilet</u> Year installed: <u>Unknown</u> <input type="checkbox"/> 3. Expanded System <input type="checkbox"/> a. <25% expansion <input type="checkbox"/> b. >25% expansion <input type="checkbox"/> 4. Experimental System <input type="checkbox"/> 5. Seasonal Conversion	THIS APPLICATION REQUIRES <input type="checkbox"/> 1. No Rule Variance <input type="checkbox"/> 2. First Time System Variance <input type="checkbox"/> a. Local Plumbing Inspector Approval <input type="checkbox"/> b. State & Local Plumbing Inspector Approval <input checked="" type="checkbox"/> 3. Replacement System Variance <input checked="" type="checkbox"/> a. Local Plumbing Inspector Approval <input type="checkbox"/> b. State & Local Plumbing Inspector Approval <input type="checkbox"/> 4. Minimum Lot Size Variance <input type="checkbox"/> 5. Seasonal Conversion Permit	DISPOSAL SYSTEM COMPONENTS <input type="checkbox"/> 1. Complete Non-engineered System <input type="checkbox"/> 2. Primitive System 9graywater & alt. toilet) <input type="checkbox"/> 3. Alternative Toilet, specify: <input checked="" type="checkbox"/> 4. Non-engineered Treatment Tank (only) <input type="checkbox"/> 5. Holding Tank, <u>1,500</u> gallons <input type="checkbox"/> 6. Non-engineered Disposal Field (only) <input type="checkbox"/> 7. Separated laundry System <input type="checkbox"/> 8. Complete Engineered System (2000 gpd or more) <input type="checkbox"/> 9. Engineered Treatment Tank (only) <input type="checkbox"/> 10. Engineered disposal field (only) <input type="checkbox"/> 11. Pre-treatment, specify: <input type="checkbox"/> 12. Miscellaneous components	
SIZE OF PROPERTY <u>+/-0.6</u> <input type="checkbox"/> 90 FT. <input checked="" type="checkbox"/> ACRES	DISPOSAL SYSTEM TO SERVE <input checked="" type="checkbox"/> 1. Single Family Dwelling Unit, No. of Bedroom: <u>2</u> <input type="checkbox"/> 2. Multiple Family Dwelling, No. of Units: <input type="checkbox"/> 3. Other: _____ Current Use <input checked="" type="checkbox"/> Seasonal <input type="checkbox"/> Year Round <input type="checkbox"/> Undeveloped	TYPE OF WATER SUPPLY <input checked="" type="checkbox"/> 1. Drilled Well <input type="checkbox"/> 2. Dug Well <input type="checkbox"/> 3. Pri <input type="checkbox"/> 4. Public <input type="checkbox"/> 5. Other	
SHORELAND ZONING <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DESIGN DETAILS (SYSTEM LAYOUT SHOWN ON PAGE 3)		

TREATMENT TANK <input type="checkbox"/> 1. Concrete <u>N/A</u> <input type="checkbox"/> a. Regular <input type="checkbox"/> b. Low Profile <input type="checkbox"/> 2. Plastic <input type="checkbox"/> 3. Other: CAPACITY: _____	DISPOSAL FIELD TYPE & SIZE <input type="checkbox"/> 1. Stone Bed <input type="checkbox"/> 2. Stone Trench <input type="checkbox"/> 3. Proprietary Device <input type="checkbox"/> a. cluster array <input type="checkbox"/> c. Linear <input type="checkbox"/> b. regular load <input type="checkbox"/> d. H-20 load <input type="checkbox"/> 4. Other: Size: _____ sq. ft. _____ lin. ft.	GARBAGE DISPOSAL UNIT <input checked="" type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes <input type="checkbox"/> 3. Maybe If Yes or Maybe, specify one below: <input type="checkbox"/> a. Multi-compartment tank <input type="checkbox"/> b. _____ tanks in series <input type="checkbox"/> c. Increase in tank capacity <input type="checkbox"/> d. Filter on Tank Outlet	DESIGN FLOW <u>180</u> gallons per day BASED ON: <input checked="" type="checkbox"/> 1. Table 501.1 (dwelling unit(s)) <input type="checkbox"/> 2. Table 501.2 (other facilities) SHOW CALCULATIONS for other facilities
SOIL DATA & DESIGN CLASS PROFILE <u>N/A</u> CONDITION DESIGN at Observation Hole # _____ Depth _____" of Most Limiting Soil Factor	DISPOSAL FIELD SIZING <u>N/A</u> <input type="checkbox"/> 1. Medium---2.6 sq. st. /gpd <input type="checkbox"/> 2 Medium---Large 3.3 sq. f./gpd <input type="checkbox"/> 3 Large---4.1 sq. ft. /gpd <input type="checkbox"/> 4 Extra Large---5.0 sq. ft. /gpd	EFFLUENT/EJECTOR PUMP <input type="checkbox"/> 1. Not Required <input checked="" type="checkbox"/> 2. May Be Required <input type="checkbox"/> 3. Required Specify only for engineered systems: DOSE: _____ gallons	3. Section 503.0 (meter readings) ATTACH WATER METER DATA LATITUDE AND LONGITUDE at center of disposal area Lat. <u>44 d</u> <u>24 m</u> <u>455 s</u> Lon. <u>69 d</u> <u>59 m</u> <u>425 s</u> if g.p.s., state margin or error: _____

SITE EVALUATOR STATEMENT			
I certify that on <u>17-May-17</u> (date) I completed a site evaluation on this property and state that the data reported are accurate and that the proposed system is in compliance with the State of Maine Subsurface Wastewater Disposal rules (10-144A CMR 241).			
<i>Stephen P. Robbins</i> Site Evaluator Signature	S.E. # 301	<u>6/6/2017</u> <u>29 JUN 2020</u> L.R.	Page 1 of 4
Stephen P. Robbins	377-6707	narrowspd@aol.com	HHE-200 Rev. 8/11
Note: Changes to or deviations from the design should be confirmed with the Site Evaluator			

SUBSURFACE WASTEWATER DISPOSAL SYSTEM APPLICATION

Department of Human Services
Division of Health Engineering
(207) 287-5672 FAX (207) 287-4172

Town, City, Plantation

READFIELD

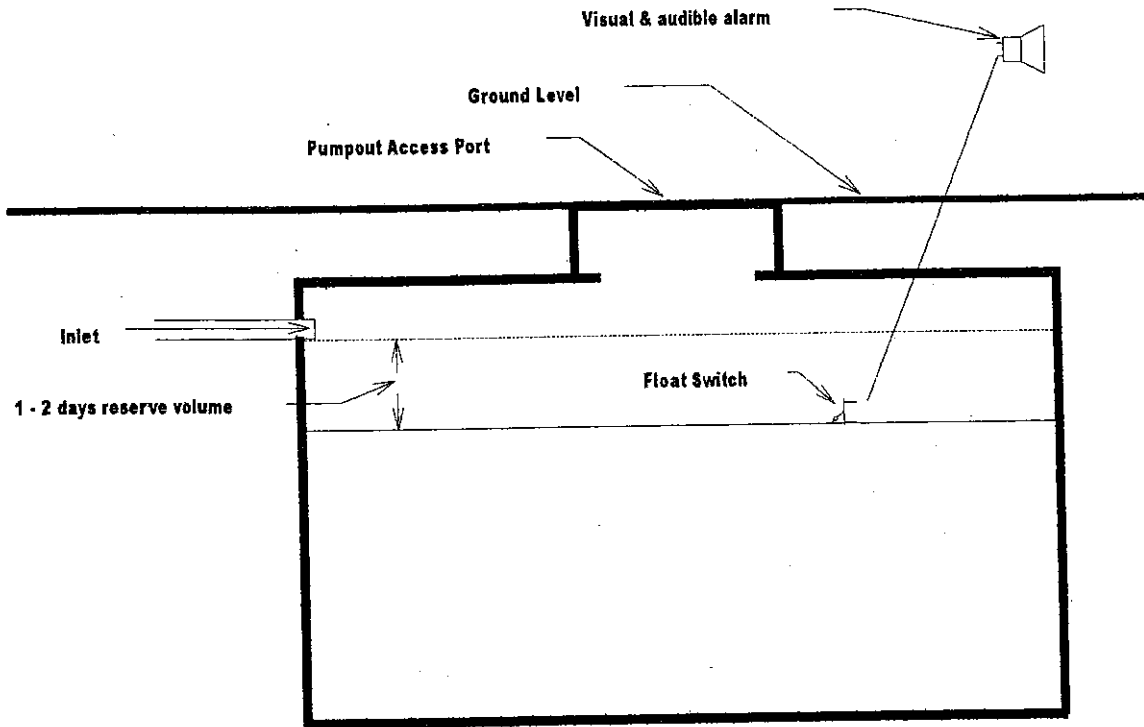
Street, Road, Subdivision

159 TORSEY SHORE RD

Owner's Name

LATUSCHA, ANNE

SCALE 1" = ____ FT.



Steph P. Blawie
Site Evaluator Signature

301

SE *

6 JUNE 17

Date

29 JAN 2020
R.R.

SUBSURFACE WASTEWATER DISPOSAL SYSTEM APPLICATION

Maine Dept. Health & Human Services
 Division of Health Engineering, 10 SHS
 (207) 287-5672 Fax: (207) 287-3165

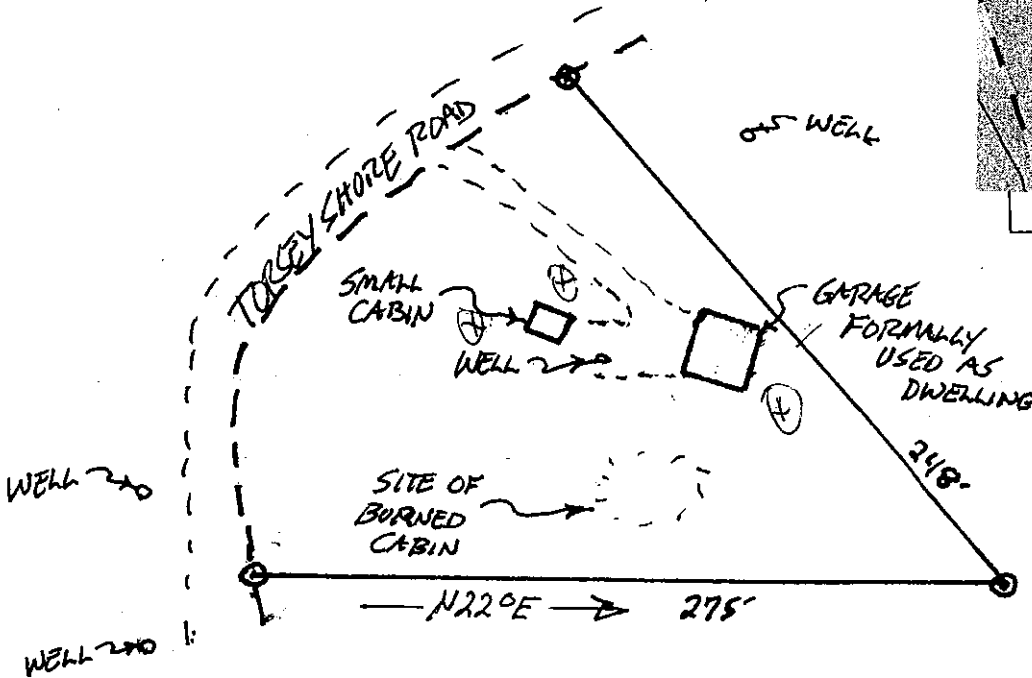
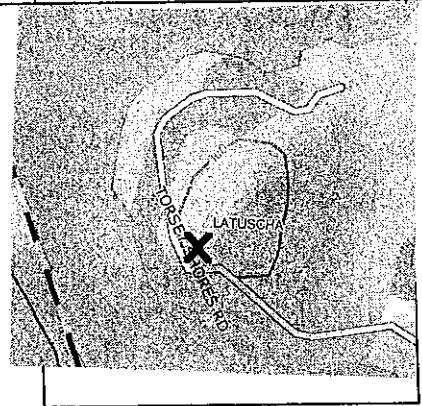
Town, City, Plantation
Readfield

Street, Road Subdivision
159 Torsey Shore Road,

Owner's Name
Latuscha, Anne

SITE PLAN

Scale 1" = 100 Ft.
 or as shown



SOIL DESCRIPTION AND CLASSIFICATION (LOCATION OF OBSERVATION HOLES SHOWN ABOVE)

Observation Hole None Test Pit Boring
 " Depth of Organic Horizon Above Mineral Soil _____

Observation Hole _____ Test Pit Boring
 " Depth of Organic Horizon Above Mineral Soil _____

DEPTH BELOW MINERAL SOIL SURFACE (inches)	Texture	Consistency	Color	Mottling
0	None taken exposed	Site is almost bedrock.	entirely very	shallow or well is near the site's
Center of the lot, suitability for		Three abutter's subsurface	The owners wells also effect disposal.	
10				
20				
30				
40				
50				

DEPTH BELOW MINERAL SOIL SURFACE (inches)	Texture	Consistency	Color	Mottling
0				
10				
20				
30				
40				
50				

Soil Classification _____ Slope _____ Limiting Factor Ground Water Restrictive Layer Bedrock Pit Depth

Soil Classification _____ Slope _____ Limiting Factor Ground Water Restrictive Layer Bedrock Pit Depth

Stephen P. Robbins

301

6/6/2017

29 JAN 2020

Page 2 of 4

Site Evaluator Signature

S.P.R.

SE #

Date

R.F.

HHE-200 Rev 7/97

Town	Address	Owner
READFIELD	159 TORSEY SHORE ROAD	LATUSCHA, ANNE

HOLDING TANK ATTACHMENT TO HHE-200

notes:

1. Construction to conform with "State of Maine Subsurface Wastewater Disposal Rules".
2. Property lines shown are as provided by owner, agent, or municipality. No guarantee of accuracy is implied. Actual property lines must be confirmed by survey.
3. Holding tanks and pump stations shall be installed watertight to prevent infiltration of ground and surface water.
4. Force mains, pump stations, and or gravity piping subject to freezing shall be adequately insulated.
5. Unless otherwise specified, **holding tank** to be located by contractor, at minimum, 8' to proposed or existing home and or buildings, 10' to property line & water supply line, 100' to all wells and shoreline. Owners well & shoreline setback can be reduced to 50' if tested for water-tightness in presence of L.P.I. .
6. If replacement system with new tank, existing tank or cesspool to be filled with soil or removed. If existing tank is to be utilized, tank is to be thoroughly inspected for condition.
7. Loam, seed and mulch all disturbed areas to prevent erosion and facilitate runoff.
8. Many times it is impossible to locate water supplies. Property owner assumes responsibility of proper setback to any unknown water supplies.
9. Discharge from water treatment equipment and residential floor drains is not considered wastewater and is not required to be plumbed into holding tank.
10. Plumbing fixtures must be strictly maintained to insure excess water does not enter holding tank.
11. Pumped systems will be equipped with audible high water alarm, wired to separate circuit as pump.
12. Have Pumper Information section filled out on 4 copies of HHE-233.
12. Take 3 copies of the plan to your local plumbing inspector for required permit.

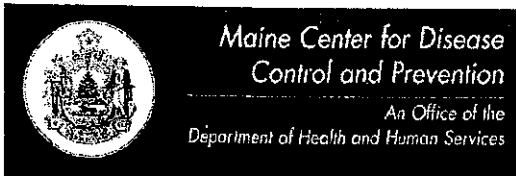
Stephen P. Robbins

S.E.#301

Date 6 JUNE 17
29 JAN 2020
J.R.

Page 41 of 41

J.R.



Maine Center for Disease Control and Prevention

An Office of the Department of Health and Human Services

Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

Tel. (207) 287-5672

Subsurface Wastewater Unit

Department of Health and Human Services
Maine Center for Disease Control and Prevention
286 Water Street
11 State House Station
Augusta, Maine 04333-0011
Tel. (207) 287-8016
Fax (207) 287-9058; TTY (800) 606-0215
Fax (207) 287-4172

APPLICATION/AGREEMENT for HOLDING TANK INSTALLATION

PROPERTY OWNER INFORMATION

Name LATUSCHA, ANNE
Mailing Address 19 EDWARD AVENUE
City/Town LEWISTON State ME Zip 04240
Daytime telephone number 212-1127

PROPERTY LOCATION

Street, Road, Route 159 TORSEY SHORE ROAD
City/Town READFIELD Zip 04355

APPLICATION FOR (check one)

- First Time Installation (If this is checked, give Town's Ordinance adoption date)
First Time Installation, non-residential only, less than 100 gpd or 500 gal/week
Replacing an existing overboard discharge, surface wastewater discharge or malfunctioning subsurface wastewater system
Replacing an existing holding tank

CONDITIONS FOR APPROVAL

- The installation of a conventional disposal system is not possible due to unacceptable site and/or soil conditions, lot configuration, or other constraints
Public sewer is not available.
All existing or proposed plumbing fixtures shall be installed or modified for water conservation and all water closets shall meet the Federal standard of 1.6 gallons per flush.

REQUIREMENTS FOR APPROVAL

- A Completed Application shall consist of:
This form (HHE-233) completed with all signatures.
A completed Subsurface Wastewater Disposal System Application (HHE-200) prepared by a Licensed Site Evaluator.
Holding Tank Deeds Covenant Form, HHE-300 3/97
Replacement System Variance Request Form, as necessary.

PROPERTY OWNER INFORMATION AND REQUIREMENTS

I (we), ANNE LATUSCHA own the property described in this Application/Agreement.

- 1. Holding tanks require regular pumping by a licensed pumper. The owner must pay this service.
2. The holding tank will be pumped at least once a year by the pumper listed on this application. Another pumper may be used if the listed pumper is notified and the LPI approves the change. The new pumper will then be listed on an attachment to this agreement.
3. A water meter shall be installed at the owner's expense if required by the LPI.
4. All records of pumping and water use (if required) must be kept for at least three years and shall be made available to the LPI or other official if requested.
5. A holding tank for new construction can only be replaced by a system meeting first time system requirements.
6. Once approved this form must be recorded at the Registry of Deeds, cross referenced to the owner's deed.
7. We agree to comply with any additional requirements of the Town.

We state that all the information presented with this application is true and accurate, we acknowledge the foregoing items and agree to comply with all the requirements.

Property Owner(s) Signature [Signature] Date 3-2-2020

Property Owner(s) Signature [Signature] Date 3-2-2020

SITE EVALUATION STATEMENT

I, STEPHEN P. ROBBINS, state that I have evaluated the subject property and found that a subsurface wastewater disposal system is not practical. Secondly, I have completed a *Subsurface Wastewater Disposal System Application* (HHE-200) proposing a holding tank installation for the property's wastewater disposal. Site Evaluator's Signature [Signature] Date 6 JUNE 2017

HOLDING TANK PUMPER INFORMATION

Business owner's name Pauline Dube License # 56061
Business name Pat Jackson Inc
Mailing address PO Box 691
City Augusta State ME Zip 04332
Business telephone -207-623-3223
Max. truck hauling capacity 8000 gallons
Can pump: seasonally X year round
DEP licensed disposal site location Belgrade Site # 56061

HOLDING TANK PUMPER STATEMENT

I, Pauline Dube, own and operate a septage pumping business named in this **Application/Agreement**, and have contracted with the property owner(s) to pump and properly dispose of the tank's waste. I further state that the tank, and that the wastewater will be disposed of at a Department of Environmental Protection licensed disposal location.

Holding Tank Pumper's Signature Pauline Dube Date 2-20-20

Municipal Officers Statement

- I (we) have reviewed the information submitted in support of this application.
- I (we) find that the installation of the holding tank will not violate any local ordinances.
- I (we) will authorize the LPI to enforce the requirements of this agreement, the Subsurface Wastewater Disposal Rules and any local ordinances, including record-keeping and required pumping.
- I (we) recommend that the LPI issue the necessary permits for the installation of the holding tank.

Signature _____ Title _____ Date _____

Signature _____ Title _____ Date _____

Signature _____ Title _____ Date _____

Local Plumbing Inspector's Statement

I have reviewed this application and find that the issuance of a permit for the holding tank complies with the Subsurface Wastewater Disposal Rules and all pertinent local ordinances.
Additional Requirements: _____

Signature [Signature] Date 3-11-20

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:

- Doorenbos, Carol
- Keegan, Sean
- Neily, Aaron
- Write in: _____
- Write in: _____

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

- Gordon, Patricia
- Roderick, Shawn
- 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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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

Select Board recommends: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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

Select Board recommends: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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

Select Board recommends: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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

Select Board recommends: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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: Yes Budget Committee recommends: Yes

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

Select Board recommends: Yes Budget Committee recommends: Yes

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

Dennis Price, Vice Chair

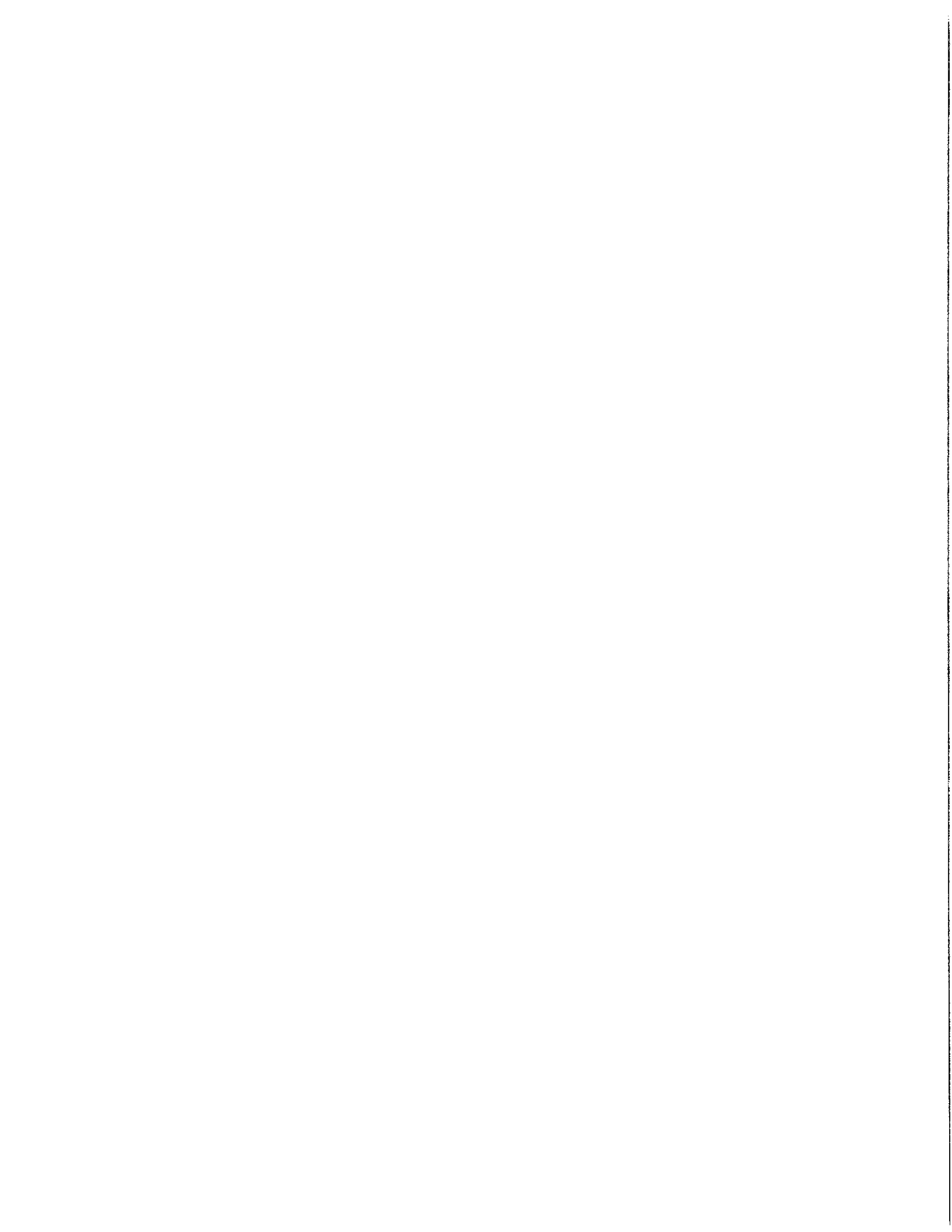
Ralph Eno

Christine Sammons

Kathryn Mills Woodsum

A true copy of the warrant,

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



Town of Readfield Solar 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 large-scale).

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

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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

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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.

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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.

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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.

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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.

2021 Amendments to the
Town of Readfield Land Use Ordinance

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 ~~is~~ 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 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. 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. 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) Arcas 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~~ 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**

	<i>LAND USE DISTRICTS</i>									<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	NP	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	MII = 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	MII = Mobile Home
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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).
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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 Fiscal Year 2022 Municipal Budget & Warrant
Public Hearings - March 18th & May 13th at 6:30pm**

Please join the Select Board and Budget Committee to review and discuss the Fiscal Year 2022 Municipal Budget & Warrant. Due to the ongoing COVID-19 pandemic these events will be held with remote participation only. Here are the details:

- On **March 18th** we will consider the **DRAFT Budget**.
- On **May 13th** we will consider the **FINAL Budget and Town Meeting Warrant**.
- The events will be broadcast, as usual, on cable channel 1301.
- The public is encouraged to participate by calling (929) 436-2866 or using the online ZOOM platform with Meeting ID: 881 4960 8367 and Passcode: 781405.
- Residents without internet or long-distance phone service can call 685-1813.
- Written comments can be submitted ahead of time at www.readfieldmaine.org.
- Reasonable comment time limits will be applied as if at an in-person event.
- The **Town Meeting / Secret Ballot** will be on **June 8th**, 8am-8pm, location TBD. Absentee ballots will be available from the Town Clerk 30 days in advance.
- For more information visit the Town website at: www.readfieldmaine.org.
- Public participation is welcome and encouraged! We want to hear from you!

**WARRANT AND NOTICE OF ELECTION
CALLING REGIONAL SCHOOL UNIT NO. 38
BUDGET VALIDATION REFERENDUM
(20-A M.R.S. §1486)**

TO: Donna Foster, a resident of Regional School Unit No. 38 composed of the Towns of Manchester, Mount Vernon, Readfield, and Wayne. State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within Regional School Unit No. 38, namely, the Towns of Manchester, Mount Vernon, Readfield, and Wayne, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective municipal officers. The municipal officers shall meet forthwith and countersign this warrant and notice of election. The municipal officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF READFIELD
REGIONAL SCHOOL UNIT BUDGET VALIDATION REFERENDUM
WARRANT AND NOTICE OF ELECTION**

Kennebec County, ss.

State of Maine

TO: Kristen Parks, Interim Clerk of Readfield: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

TO THE VOTERS OF READFIELD:

You are hereby notified that the Regional School Unit budget validation referendum election will be held at the Kents Hill School, Alford Athletic Center, 1617 Main Street, in the Town of Readfield on Tuesday, June 8, 2021 for the purpose of determining the following referendum questions:

Question 1A: To choose a moderator to preside at said meeting

Question 1: Do you favor approving the Regional School Unit No. 38 budget for the upcoming school year that was adopted at the latest Regional School Unit budget meeting?

The polls must be opened at 8:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Given under our hand this day, April 14, 2021 at Readfield, Maine.

<u>Betsy J. Morrill</u>	<u>Rebecca J. Fambrot</u>
<u>Catherine Jacobs</u>	<u>Alexander W. Wright</u>
<u>W. B. The</u>	_____
<u>Patty Moran</u>	_____
<u>Dee R. Mitchell</u>	_____
<u>Larry Willie Condit</u>	_____
<u>John Birch</u>	_____

A majority of the School Board of Regional School Unit No. 38

A true copy of the Warrant and Notice of Election, attest: Donna Foster
Donna Foster, Resident
of Regional School Unit No. 38

Countersigned this _____ day of _____, 2021 at Readfield, Maine.

A majority of the municipal officers of the Town of Readfield

A true copy of the Warrant and Notice of Election, attest: _____
Kristen Parks, Interim Town Clerk
Town of Readfield

RETURN

Kennebec County, ss.

State of Maine

TO: The School Board of Regional School Unit No. 38

April 15, 2021

Pursuant to the within warrant and notice of election, directed to me. I have served in hand upon the municipal clerk of the Town of Readfield, an attested copy of this warrant and notice of election, directing the municipal officers of said municipality to call the Regional School Unit budget validation referendum at said time and place and for the purposes therein stated.



Donna Foster
Resident of Regional School Unit No. 38

RETURN

Kennebec County, ss.

State of Maine

TO: The municipal officers of the Town of Readfield

I certify that I have notified the voters of the Town of Readfield of the time and place of the Regional School Unit budget validation referendum by posting an attested copy of the within warrant and notice of election as follows:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION OF POSTING</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

being public and conspicuous places in said municipality and being at least seven days next prior to election day.

Dated at the Town of Readfield: _____, 2021

Kristen Parks, Interim Town Clerk,
Town of Readfield, Maine

**WARRANT TO CALL REGIONAL SCHOOL UNIT NO. 38
BUDGET MEETING
(20-A M.R.S. §1485)**

TO: Donna Foster, a resident of Regional School Unit No. 38 composed of the Towns of Manchester, Mount Vernon, Readfield, and Wayne, State of Maine.

In the name of the State of Maine, you are hereby required to notify the voters of each of the municipalities within Regional School Unit No. 38, namely, the Towns of Manchester, Mount Vernon, Readfield, and Wayne, that the Regional School Unit Budget Meeting will be held at Maranacook Community Middle School, 2100 Millard Harrison Drive in the Town of Readfield, Maine at 7:00 p.m. on May 19, 2021 for the purpose of determining the Budget Meeting articles set forth below.

- Article 1** To choose a moderator to preside at the said meeting.
- Article 2** To see what sum the RSU will be authorized to expend for Regular Instruction, including Alternative Education, ELLs (English Language Learners) Instruction, and Gifted & Talented Education.
School Board Recommends: \$8,022,007.00
This article includes negotiated salaries and benefits for regular education instructional staff, supplies, professional development, contracted services, and copier maintenance costs.
- Article 3** To see what sum the RSU will be authorized to expend for Special Education.
School Board Recommends: \$2,929,750.00
This article includes negotiated salary and benefits for special education administration and instructional staff, special education legal costs, tuition costs for out of district placements. Special Education provides services as required by law.
- Article 4** To see what sum the RSU will be authorized to expend for Career and Technical Education, Coop/Pathways Program and Capital Area Technical Center (CATC) Tuition.
School Board Recommends: \$0
The State of Maine has changed funding and expense for CATC, so we no longer need to budget this tuition.
- Article 5** To see what sum the RSU will be authorized to expend for Other Instruction (co-curricular, extra-curricular, and regular education summer instruction).
School Board Recommends: \$483,330.00
This article includes activities in the middle school and high school such as sports, plays, math team, speech and debate, student senate. The expenses in this article are for coaching salaries, officials' services, supplies, equipment, dues & fees. This article also includes salaries and benefits for summer regular education instructional programs.
- Article 6** To see what sum the RSU will be authorized to expend for Student Support (guidance, health, technology) and Staff Support (improvement of instruction and staff training, curricular, library, assessment).
School Board Recommends: \$1,949,854.00
This article includes negotiated salary and benefits for staff and directors in the above mentioned departments, district wide professional development, and other assessment testing and supplies.
- Article 7** To see what sum the RSU will be authorized to expend for System Administration (School Board and Superintendent's Office).
School Board Recommends: \$721,601.00
This article includes negotiated salary and benefits for central office staff, school board stipends, contracted services for legal and audit, legal liability insurance, supplies for school board and central office.

Article 8 To see what sum the RSU will be authorized to expend for School Administration (principals' offices).
 School Board Recommends: \$1,171,917.00

This article includes negotiated salary and benefits for principals and secretaries, principal professional development, accreditation costs, supplies, dues, and fees.

Article 9 To see what sum the RSU will be authorized to expend for Transportation and Buses.
 School Board Recommends: \$1,089,314.00

This article includes negotiated salary and benefits for transportation administration, mechanic and bus drivers, mandated physicals and drug testing, repairs, vehicle insurance, fuel, supplies, and lease purchase payments.

Article 10 To see what sum the RSU will be authorized to expend for Facilities Maintenance.
 School Board Recommends: \$2,503,638.00

This article includes negotiated salary and benefits for maintenance administration and custodians, utilities (electricity, oil/propane, telephone), contracted services for snowplowing, heating systems and roof monitoring, building repairs and projects, painting, and supplies. It also includes the facilities repair bond principal and interest payment.

Article 11 To see what sum the RSU will be authorized to expend for Debt Service and Other Commitments.
 School Board Recommends: \$102,635.00

This article includes bond payments for the school construction project for the high school addition and renovations.

Article 12 To see what sum the RSU will be authorized to expend for All Other Expenditures (Food Services, Reimbursable Transportation).
 School Board Recommends: \$114,287.00

This article includes local dollar support of the food service program and reimbursable transportation provided for RSU #38 towns and recreation programs.

Article 13 To see what sum the RSU will appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the RSU will raise and assess as each municipality's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.
 School Board Recommends: amounts set forth below

<i>Total appropriated (by municipality)</i>		<i>Total raised (School Unit assessments by municipality)</i>	
<i>Manchester</i>	<i>\$3,813,608.00</i>	<i>Manchester</i>	<i>\$2,594,228.00</i>
<i>Mount Vernon</i>	<i>\$2,702,186.00</i>	<i>Mount Vernon</i>	<i>\$1,981,715.00</i>
<i>Readfield</i>	<i>\$4,358,764.00</i>	<i>Readfield</i>	<i>\$2,151,170.00</i>
<i>Wayne</i>	<i>\$1,543,574.00</i>	<i>Wayne</i>	<i>\$1,543,574.00</i>

School Unit Total Appropriated \$12,418,132.00 School Unit Total Raised \$8,270,687.00

State-Mandated Explanation: RSU #38's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that RSU #38 must raise and assess in order to receive the full amount of state dollars. *In other words, this article gives the minimum amount that each town will pay based on the ED 279 (state subsidy report) and that RSU #38 must raise and assess in order to receive the full amount of state dollars.*

Article 14 To see what sum the RSU will raise and appropriate for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects in addition to the funds appropriated as the local share of the RSU's contribution to the total cost of funding public education from pre-kindergarten to grade 12.
School Board Recommends: \$102,635.00

State-Mandated Explanation: Non-state funded debt service is the amount of money needed for the annual payments on RSU #38's long term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters. *This long term debt is for the High School addition and renovation project.*

Article 15 To see what sum the RSU will raise and appropriate in additional local dollars in support of the food service program.
School Board Recommends: \$105,000.00

This money helps fund the schools' food service program and equipment replacement.

WRITTEN BALLOT REQUIRED

Article 16 To see what sum the RSU will raise and appropriate in additional local funds (Recommend \$4,507,352.00), which exceeds the State's Essential Programs and Services allocation model by (Recommend \$4,507,352.00), as required to fund the budget recommended by the School Board.

The School Board recommends \$4,507,352.00 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$4,507,352.00.

The \$4,507,352.00 that exceeds the 100% EPS funding level is needed to continue programs and services presently offered by the RSU which are not covered, or not fully covered, by EPS such as: contingency - \$71,000.00, co-curricular program (athletics, theater, math team, debate, etc.) - \$394,000.00, operations and maintenance - \$1,061,000.00, transportation - \$223,000.00, special education - \$696,000.00, system administration - \$563,000.00, regular education instruction - \$1,499,000.00. The funding from the state (\$4,147,445.00) is 33.40% of the total Essential Programs and Services (EPS) allocation. This allocation covers only a portion of the above noted programs. This article describes the additional funds that RSU #38 needs to raise to achieve the RSU #38 school district budget.

State Mandated Explanation: The additional local funds are those locally raised funds over and above RSU #38's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the RSU 38 budget for educational programs.

Article 17 To see what sum the RSU will authorize the School Board to expend for the fiscal year beginning July 1, 2021 and ending June 30, 2022 from the RSU's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.
School Board Recommends: \$19,088,333.00

This article authorizes the School Board to spend the recommended budget in Fiscal Year 2022. The School Board cannot spend an amount above the authorized budget.

Bylaws of the Select Board of the Town of Readfield, Maine

1. Purpose and Scope

1.1 The purpose of these Bylaws is to establish reasonable rules of procedure for Select Board (hereinafter referred to as the "Board") meetings and to promote the fair, orderly and efficient conduct of the Board's proceedings and affairs. The Board shall recognize and conform its purpose and scope to the five-person Board and Town Manager form of government as established by the State of Maine. These Bylaws shall govern the Board's core practices and procedures except as otherwise provided for by Town Ordinance, State law, and Federal law.

1.2 These Bylaws recognize there will be from time to time other duties both official and ceremonial that may not be covered by the proceedings focus of these Bylaws but are known to be appropriate as defined in law or by established practice.

2. Members

2.1 The Members of the Board shall be five registered voting residents of the Town of Readfield and elected at its Town Meeting to three year terms with the terms staggered so that a minimum of one and maximum of two occur each year. Members take office immediately upon election.

2.2 Vacancies on the Board shall be filled by interim elections except for one occurring within the final four months of a term may at the Board's option occur at Town Meeting.

2.3 No Member may represent the Board or assume individual authority outside the regular order of Board proceedings without the Board's prior approval.

2.4 Upon initial election, Members are expected to attend a workshop for Newly Elected Local Officials, Freedom of Access Act training, and a National Incident Management course as soon as reasonably practicable.

3. Officers and Duties

3.1 Officers of the Board shall consist of a Chair and a Vice Chair. These officers shall be chosen annually at the first regular meeting of each year following Town Meeting by and from among Board Members. Vacancies in the position of either the Chair or Vice Chair positions shall immediately be filled by regular meeting procedures. These officers of the Board may be removed and replaced upon majority vote for stated just cause.

3.2 The Chair shall preside at all Board meetings and shall have authority to rule on questions of evidence and procedure, to maintain order, determine the course of proceedings and to take such other action as may be necessary and not inconsistent with these Bylaws or other law to enable the Board to perform its duties and conduct its affairs. The Chair and the Vice Chair shall, together with the Town Manager, set the agenda in advance of each meeting. In the absence of the Chair, the Vice Chair shall preside and shall have the same authority as the Chair. In the event of the absence at a scheduled meeting of both the Chair and the Vice Chair, the Board Members present shall elect a Chair Pro Tem from amongst those Members present to conduct the meeting.

3.3 The Chair shall act as the Board's primary contact in an official capacity with the Town Manager. This shall not constrain Board Members from having reasonable conversations and making requests for information deemed appropriate by the Member and Town Manager. This type of relationship does not extend to any other employees of the Town and the Board recognizes the Town Manager as its contact on all Town functions involving staff.

3.4 The Chair may act as a public spokesperson for the Board on matters previously decided by the board or in matters that require public announcement or sharing of information on Town matters and in the instances of declared emergencies.

3.5 The Board shall elect a three-person Board of Assessors from within its membership for one year terms at the first regular meeting of each year following Town Meeting.

3.6 The Board may designate informal positions such as but not limited to time-keeper, note-taker, committee liaisons, and ad hoc sub committees of the Board. It may further elect Board Members as its representatives to regional entities that the Town has chosen to participate in.

4. Meetings

4.1 Regular meetings to conduct the business of the Board shall be held at intervals determined by the Board throughout the year with the minimum of one regular meeting per month. As previously established (3.2), an agenda is set in advance. Members may ask the Chair that items be placed on a future agenda or may move at a meeting to do so by adding to an agenda.

Regular meetings shall at a minimum observe in its planning the following agenda items:

- Review and approval of minutes of the previous meeting,
- Approval of warrants for payments of all Town expenses,
- Oral and written communications from and among Select Board Members, Town Manager and staff, Town Boards, Commissions, and Committees, public comment and questions,
- Appointments under Select Board purview,
- Unfinished business,
- New business,
- And other presentations, discussions, or public hearings.

4.2 The Board may also conduct workshop meetings on specific topics at its option. Binding votes may not be taken at workshop meetings. A retreat for goal setting, review, and other matters may also be conducted as a workshop. All workshop meetings are open to the public.

4.3 The Board may necessarily from time to time conduct Executive Sessions in conjunction with other meetings or on a stand-alone basis only to the extent allowed by Maine law.

Motions to go into Executive Session shall be made publically with a recorded vote stating the purpose, citing relevant governing law allowing the session, stating who will be in attendance, and if, upon exit, the Board will take any action by way of an immediate public vote.

4.4 Special meetings may be called at the discretion of the Chair or upon the request of a majority of the Board, provided however that notice thereof shall be given to each Member and to representatives of the press at least four days in advance of the scheduled meeting, except in case of extraordinary circumstances when notice shall be given by the fastest and earliest means possible. No business may be conducted other than as specified in the said notice of the meeting.

4.5 Public hearings conducted by the Board shall be called as required by law or on such other occasions as a majority of the Board may deem appropriate. Notice of all such hearings be given as required by law. Hearings may be conducted as an item of business within a regular Board meeting or as a stand-alone hearing regarding larger matters. The Chair shall convene all hearings by describing the purpose of the hearing and general procedures to be followed. The Board may receive any oral or documentary information but may exclude that it deems irrelevant, immaterial, or unduly repetitious. If the hearing is on an adjudicatory matter, each party of interest shall have right to present its case in an order determined by the Chair and subject to reasonable time limits to ensure all parties and the public have an adequate opportunity to be heard.

4.6 Notice of all Board meetings shall be given as required by law and all such meetings shall be open to the public except as otherwise provided for by law. No business may be conducted by the Board except at a duly called and noticed meeting with a quorum consisting of a majority of its Members being present.

4.7 Each Board may determine its own schedule of ordinance initiation, ordinance review, policy management, capital investment planning, budget work, comprehensive plan reflection, joint meetings with committees, and other business deemed appropriate.

4.8 The Town Manager or the Town Manager's designee shall act as secretary at Board meetings. The secretary shall prepare agendas, take minutes, maintain records, prepare and send correspondence, and perform other duties as are normally carried out by a secretary. Minutes of Select Board meetings will include a brief summary of each agenda item and a record of all votes taken. Records of the Board shall be deemed public and available as required by law.

4.9 The Board will establish and post ground rules for meetings to establish expectations of respectful conduct, norms, and courtesy for all participants at meetings.

5. Voting

5.1 Any action of the Board shall require the affirmative vote of a majority of its membership present and voting unless otherwise provided by law.

5.2 No Board Member may participate or vote on any matter in which the Member has a conflict of interest or other disqualification as defined by law. Any question of whether a Board Member has such a conflict of interest or other disqualification shall be decided by majority vote of the remaining Members.

5.3 All Members who are present and not disqualified as provided herein shall vote in every matter to be voted upon unless excused by the Chair for valid reason.

5.4 The Board may reconsider any vote decision that creates a ruling at the same meeting or at a subsequent meeting within 30 days of its original decision, provided that both a vote to reconsider and any action taken pursuant thereto shall occur and be completed within said 30 days. This does not preclude the Board from taking up any matter again based on new information or other changes.

6. Waivers and Amendments

6.1 These Bylaws are considered to be a Town Policy. Any provision of these Bylaws may be waived on any occasion by majority vote of the Board unless otherwise provided by law. These Bylaws may be amended at any time in writing by majority vote of the Board.

Approved adopted on May 17, 2021 by:

Bruce Bourgoine

Christine Sammons

Kathryn Mills Woodsum

Dennis Price

Ralph Eno

These Bylaws replace upon approval all previous versions of the Select Board Bylaws and all policies known as the Roles and Responsibilities of the Readfield Select Board.

SUBMISSION NAME

Age Friendly Readfield - Town of Readfield

ID

549988

LOGO

CREATED DATE

04/12/2021 6:21 PM EDT

LAST UPDATED

04/14/2021 7:57 PM EDT

SUBMISSION FORM

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2021 AARP Community Challenge Application

Grants to make communities livable for people of all ages

****Eligible applications must be submitted through this online application by April 14, 2021, 8:00 p.m. ET****

NOTE: All fields must be filled out completely in order for the application to be accepted. Use "n/a" for "not applicable" where appropriate.

Please click to download a PDF version of this application for reference.

Contact for questions.

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BASIC INFORMATION

1. Name of Applicant Organization:*

1. NAME OF APPLICANT ORGANIZATION:

Age Friendly Readfield - Town of Readfield

2. Amount of this grant request:*

2. AMOUNT OF THIS GRANT REQUEST

\$6556

NOTE: AARP reserves the right to award less funds than requested, so applicants should be prepared to discuss how they would scale down their proposals **if asked**.

3. Organization Profile.

How has this organization been involved in work to make this community more livable? Please briefly describe in 1,500 characters or less (including spaces) and include the issues that the organization has worked on.*

3. ORGANIZATION PROFILE.

The Age Friendly Committee is a standing committee of the Town of Readfield with seven community members appointed by the Select Board. The purpose of the Committee is to encourage the town to be more livable for all members of the community following the eight domains of livability suggested by the AARP and World Health Organization. Activities include:

- developing a Handy Helper Program provided by members of the local Masonic Lodge, Readfield United Methodist Church, and community members.
- delivering Sand Buckets in the winter to local residents
- partnering with the Maine Chapter of the Red Cross to install smoke alarms in residents' homes at no cost
- establishing "Readfield U"--a light-hearted "pop up university" held in March when residents, tired of winter, get to know one another better by holding classes to showcase the talents and skills of community members and add vitality to the community.
- adding amenities at the local Readfield Fairgrounds such as bleachers and benches at the ball field
- building a kayak rack at the Town Beach

4. Organization Address:

4. ORGANIZATION ADDRESS:

8 Old Kents Hill Road

CITY:

Readfield

STATE: *

ZIP:

04355

5. Organization tax status.

Please check the one that best applies:*

5. Organization tax status.

a municipality

6. Organization Website:

6. ORGANIZATION WEBSITE: (IF NONE, ENTER N/A)

www.readfieldmaine.org

7. Organization Twitter Handle:

7. ORGANIZATION TWITTER HANDLE: (IF NONE, ENTER N/A)

n/a

8. Organization Facebook Name:

8. ORGANIZATION FACEBOOK NAME: (IF NONE, ENTER N/A)

Town of Readfield, Maine

9. Did your organization apply for an AARP Community Challenge grant in 2017, 2018, 2019 or 2020?*

9. Did your organization apply for an AARP Community Challenge grant in 2017, 2018, 2019 or 2020?*

Yes- selected once

10. How did you hear about this grant opportunity?*

10. How did you hear about this grant opportunity?*

OtherThe AARP State Office in my state

PLEASE SPECIFY OTHER

Maine's Age Friendly Network

If the application does not advance when you click next, you likely did not complete all required questions or went over a text limit. Scroll to the top of the page to see if there is an error message.

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POINT OF CONTACT

11. Organization Contact:

11. ORGANIZATION CONTACT: FIRST NAME:

Romaine

11. ORGANIZATION CONTACT: LAST NAME:

Turyn

11. ORGANIZATION CONTACT: TITLE:

Chair, Age Friendly Readfield

11. ORGANIZATION CONTACT: PHONE:

+1 (207) 441-1679

11. ORGANIZATION CONTACT: EMAIL:

romainemt@myfairpoint.net

If the application does not advance when you click next, you likely did not complete all required questions or went over a text limit. Scroll to the top of the page to see if there is an error message.

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COMMUNITY DETAILS

12. Name of municipality where project will be physically located/delivered:*

12. NAME OF MUNICIPALITY WHERE PROJECT WILL BE PHYSICALLY LOCATED/DELIVERED:*

Readfield

13. Approximate address where this project will be delivered:*

NOTE: This information is for AARP's analysis purposes only and will not be used in award information, etc.

13. APPROXIMATE ADDRESS WHERE THIS PROJECT WILL BE DELIVERED:

Public Property in Readfield Center

CITY:

Readfield

STATE: *

State

Maine

ZIP CODE:

04355

14. Approximate population for the city/town/area where this project will be delivered:*

NOTE: Please do not enter population ranges. We recommend a quick Internet search of the municipality and population.

14. APPROXIMATE POPULATION FOR THE CITY/TOWN/AREA WHERE THIS PROJECT WILL BE DELIVERED

2600

15. Would you describe this community as:*

15. Would you describe this community as

Rural

****If the application does not advance when you click next, you likely did not complete all required questions or went over a text limit. Scroll to the top of the page to see if there is an error message.****

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PROJECT DESCRIPTION

16. Project Description.

Please provide a description of your project in 2,000 characters or less (including spaces).*

16. PROJECT DESCRIPTION

This project will enhance the Town's Revitalization Plan [to develop pedestrian pathways in the center of the community connecting the town center, library, town office, meeting house, and Fairgrounds (playing fields, open space, and trails) with the local middle and high school and the Town Beach] by enhancing opportunities for social engagement and community connectic in these spaces. Specifically, we propose to focus on 3 areas:

Readfield Community Library-Enhance the Library's "Lawn Library" which will offer an outdoor place for patrons and residents to sit and read, use the 24/7 WiFi, have a conversation and connect socially, rest before/after a walk on the nearby trail, and wait for their turn to enter the library (limited numbers indoors). The Library is also developing a Book Buddies Program for middle and high school student volunteers to spend 20-30 minutes reading to younger elementary or preschool children. With the pandemic, outdoor reading space is important. We also propose to enhance space near a garden behind the library for outdoor community author talks, cultural events, and workshops.

Readfield Public Beach-As the Town Beach is an important place for community recreation, we propose to add chairs for distanced gathering, and install a kayak floating dock near existing kayak racks for ease in launching kayaks.

Food Pantry-The Food Pantry is located at the Maranacook Community High School beside a "boutique" that provides necessities for students and community members. The Pantry, which is donor funded, continued to provide food boxes weekly when the school closed due to the pandemic. A local farmer donates fresh vegetables. At Thanksgiving/Christmas holiday boxes/turkeys were provided to over 40 families. Weekly requests for food average 20 boxes per week with gradual increases.

We propose to purchase equipment to deliver boxes to cars and to improve signage to promote the Pantry within the community.

NOTE: This grant may NOT be used for the following activities:

- Partisan, political or election-related activities
- Planning activities and assessments and surveys of communities without tangible engagement
- Studies with no follow-up action
- Publication of books or reports
- The acquisition of land and/or buildings or a vehicle purchase
- Solely to sponsor other organizations' events or activities
- Research and development for a nonprofit endeavor
- Research and development for a for-profit endeavor
- The promotion of a for-profit entity and/or its products and services

17. Project Short Summary.

In under 250 characters (including spaces), please describe your project and the impact it will have on the community. Think of as a one or two sentence summary you would include in a press release.*

For example: This project will turn overgrown vacant lots into community gardens, and install artistic benches and murals at a park frequented by older adults and children.

17. PROJECT SHORT SUMMARY.

The Project will partner with community programs to enhance outdoor social spaces in the center of Town at the Library, Beach and Food Pantry and to advance the Community's Plan to provide opportunity for a vibrant and socially engaged community.

OPTIONAL: UPLOAD ONE ATTACHMENT IF NEEDED. (THIS IS NOT NECESSARY, BUT YOU MAY SHARE ONE DOCUMENT, I.E., DESIGNS, MAP, PHOTO, SUPPORTING MATERIALS. COMBINE MULTIPLE ITEMS INTO ONE DOC.)

18. Social Impact Goal.

Which of the following social impact goals **BEST** describes your project?*

NOTE: Even if several apply, please select only the one that BEST describes your project.

18. Social Impact Goal

Increasing social connections between residents

19. Project Category.

Please select the category below that best describes your project, along with the primary corresponding sub-category.*

NOTE: We understand there is some crossover between categories and that several might apply to your project. Please select the main category that closest aligns with your initial goal.

19. Project Category.

Public places

Please select a Public Places Sub-Category*

Please select a Public Places Sub-Category

B.

20. Project Deliverables.

Please specify the individual deliverables of your project. Quantify and provide as much detail as you can about any physical structures (such as benches, lighting, signage, etc.), events, dates, addresses, communications, people reached, volunteers involved, etc. *within 300 characters (including spaces) for each deliverable.*

For example:

- I. The Organization will purchase and install structures with LED lighting with custom side panels at (ADDRESS)
 - Quantity: 3
- II. The Organization will purchase and install ADA compliant benches at (ADDRESS)
 - Quantity: 7
- III. The Organization will purchase and install AARP branded signage at (ADDRESS)
 - Quantity: 15
- IV. The Organization will purchase and install raised garden beds
 - Quantity: 10
- V. The Organization will hold event on (DATE) (event examples: workshops, hackathon, trainings)
 - Quantity: 1
- VI. The Organization will train community members at workshops
 - Quantity: 250 goal
- VII. The Organization will hold a (kick-off, ribbon cutting, etc.) event on November 1, 2021
 - Quantity: 1
- VIII. The Organization has a goal of attendees at event
 - Quantity: 400
- IX. The Organization will engage volunteers over the course of the project – including painting benches, installation, and the kick-off event
 - Quantity: goal of 70

DELIVERABLE 1: (UNDER 300 CHARACTERS (INCLUDING SPACES))

The Town/Library will purchase durable, weather-resistant furniture for outdoor spaces at the Library for the "Lawn Library" and "Book Buddies" programs described earlier, including 4 Adirondack-style chairs, 2 garden chairs, and 1 coffee table.

QUANTITY:

7

DELIVERABLE 2: (UNDER 300 CHARACTERS (INCLUDING SPACES))

The Town/Library will purchase durable, weather-resistant furniture (a table with umbrella and 4 chairs) to enhance the outdoor space behind the library and to use for outdoor author events and workshops for the community.

QUANTITY:

5

DELIVERABLE 3: (UNDER 300 CHARACTERS (INCLUDING SPACES))

The Town/Library will purchase one easy set-up pop up canopy to be used for outdoor author events and workshops offered to the community.

QUANTITY:

1

DELIVERABLE 4: (UNDER 300 CHARACTERS (INCLUDING SPACES))

The Town will purchase durable, weather-resistant furniture for outdoor spaces at the Town Beach including 6 Adirondack-style chairs.

QUANTITY:

6

DELIVERABLE 5: (UNDER 300 CHARACTERS (INCLUDING SPACES))

The Town will purchase 1 kayak floating dock launch (possibly the EZ Dock brand launch) for use at the Town Beach to allow residents easier access into and out of their kayaks.

QUANTITY:

1

How many more deliverables would you like to add?

3

DELIVERABLE 6: (UNDER 300 CHARACTERS (INCLUDING SPACES))

The Town will purchase 2 sandwich-style sign boards for use with promoting the Food Pantry within the community.

QUANTITY:

2

DELIVERABLE 7: (UNDER 300 CHARACTERS (INCLUDING SPACES))

The Town will purchase a new metal rolling cart to be used to deliver food boxes from the Food Pantry to cars in the parking lot

QUANTITY:

1

DELIVERABLE 8: (UNDER 300 CHARACTERS (INCLUDING SPACES))

The Town will purchase 1 Coleman cooler for use by the Food Pantry.

QUANTITY:

1

21. Project Type*

NOTE: Proposals for the project types described below will be prioritized over those that support ongoing programming or events.

Permanent physical fixtures in the community

****If the application does not advance when you click next, you likely did not complete all required questions or went over a text limit. Scroll to the top of the page to see if there is an error message.****

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PROJECT NARRATIVE AND BUDGET

22. Livable Communities Activities.

Please provide a brief summary of the ongoing efforts to make this community more livable for all ages and share how the Community Challenge project will support that effort and have a lasting impact.*

Please complete section with 2,000 characters or fewer (including spaces).

22. LIVABLE COMMUNITIES ACTIVITIES

The Town of Readfield has made notable strides to make the community livable for all ages. We have developed a Handy Helper program, partnered with the Red Cross to install smoke alarms for residents of any age, delivered sand buckets in the winter, held a "Readfield U" (a pop up university showcasing the interests and talents of local residents), helped promote the availability of assistance for residents during the Covid pandemic for grocery or pharmacy pickup, and built kayak racks at the Town Beach to ease storage and access to the water. We have also partnered with the town's Trails and Conservation Committees to enhance the Readfield Fairgrounds which has ADA accessible trails. A previous AARP Challenge Grant added the Fairgrounds bleachers near the ball field, several benches located on the trails, a bike rack, and ADA accessible picnic tables. A recent Maine Community Foundation Mini Grant provided blue stone to maintain the trail system, added a bench at a

scenic overlook, and enhanced an historic area which will highlight Pulling stones that will be hauled from the woods and placed along the trail. The Readfield Historical Society will place a plaque at the site describing the historical significance of the Pulling stones.

23. Community engagement.

Please describe how residents and local organizations have been engaged in the area's livable communities' activities to date. How will you engage the community and involve older adults as you execute this grant?*

Please complete section with 2,000 characters or fewer (including spaces).

23. COMMUNITY ENGAGEMENT

Most of the "livable communities' activities" implemented in the town thus far have been driven by and executed by sheer volunteer power, and with strong partnerships between and among community groups, organizations, committees, and individuals. Readfield is a small town with a small number of paid staff members. For example, the Library has 1 part time staff member, with many library services and programs offered through volunteer time and efforts (particularly retired volunteers). The Town Beach has 1 paid staff member in the summer, but is otherwise governed and serviced by an all-volunteer Recreation Association. Similarly, the Food Pantry is completely volunteer run, with about half of the volunteers falling into the "older adults category. Additionally, over time, the town's Trails Committee and Conservation Committee (both all volunteer) have been instrumental in helping with the livable communities domain of "outdoor spaces and buildings," and they partner with local high school students on their community service days to help with trail maintenance. A current example of a community project that highlights the "social participation" and "outdoor spaces" domains of livable communities is a StoryWalk project initiated by the Library and the local elementary school. Local high school students are building trail posts for two local StoryWalks (one behind the Library and one behind the elementary school). Local older volunteers will help students install the posts, and the Story Walks will be enjoyed by children and their parents and grandparents for years to come. For this proposed project, the town's Age Friendly Committee will oversee the implementation of the 3 components and provide a feedback loop to the Town.

24. Role of volunteers.

Will volunteers play a role in the implementation of the Community Challenge project?*

24. Role of volunteers

Yes

Do you anticipate volunteers age 50 and older playing a role in the implementation of the Community Challenge project?*

Do you anticipate volunteers age 50 and older playing a role in the implementation of the Community Challenge project?

Yes

Please describe the role that volunteers (particularly those 50+) will play in implementing the Community Challenge project.*

Please complete section with 2,000 characters or fewer (including spaces).

PLEASE DESCRIBE THE ROLE THAT VOLUNTEERS (PARTICULARLY THOSE 50+) WILL PLAY IN IMPLEMENTING THE COMMUNITY CHALLENGE PROJECT

The Age Friendly Committee, composed of volunteers will assure the grant is implemented as submitted and serve as a feedback loop for the Town. As described above volunteers age 50 and over already play a significant role in the ongoing operation of the Library, Beach and the Food Pantry.

25. Diversity and Inclusion.

Regardless of your project category, will your project focus on, impact or benefit a specific multicultural population in the community?*

25. Diversity and Inclusion

No

26. Disparities.

Will your project improve or address existing disparities (including racial or economic) in the community?*

26. Disparities.

Yes

PLEASE DESCRIBE: PLEASE COMPLETE SECTION WITH 2,000 CHARACTERS OR FEWER (INCLUDING SPACES).

The project will augment the existing pantry volunteers deliver food on a weekly basis from the school to residents' cars. As indicated, over 50% of the volunteers are retirees. The improved signage will better promote the food pantry's availability. The Town Beach is open to residents regardless of income which is a recent change from a prior fee based system.

27. Accessibility.

Will your project focus on improving accessibility for people of all abilities?*

27. Accessibility.

Yes

PLEASE DESCRIBE: PLEASE COMPLETE SECTION WITH 2,000 CHARACTERS OR FEWER (INCLUDING SPACES).

A kayak floating dock will make it easier for older persons and those with a disability to access their kayak and the water.

28. Matching Funds and In-Kind Support.

Matching funds are not required. However, please detail any matching funds or in-kind support the organization will receive to contribute toward this project.

Please complete each section with 1,500 characters or fewer (including spaces).

Nonprofit

28. MATCHING FUNDS AND IN-KIND SUPPORT. -NON-PROFIT- MATCHING FUNDS (\$)

28.MATCHING FUNDS AND IN-KIND SUPPORT.- NON-PROFIT- IN-KIND SUPPORT

Private

28. MATCHING FUNDS AND IN-KIND SUPPORT.- PRIVATE- MATCHING FUNDS (\$)

28. MATCHING FUNDS AND IN-KIND SUPPORT.- PRIVATE- IN-KIND SUPPORT

Public

28. MATCHING FUNDS AND IN-KIND SUPPORT.- PUBLIC-MATCHING FUNDS (\$)

28. MATCHING FUNDS AND IN-KIND SUPPORT.- PUBLIC- IN-KIND SUPPORT

hours of volunteer time

29. Project Budget.

Please specify what expenses will be covered by the grant. Itemize anticipated expenses and income (if any) for this proposal.*

Please complete each section with 1,500 characters or fewer (including spaces).

Contracted services costs

29. PROJECT BUDGET. - CONTACT SERVICES COSTS- EXPENSE:

0

ADDITIONAL INFORMATION:

Staff costs, if any

29. PROJECT BUDGET. - STAFF COSTS- EXPENSE:

0

ADDITIONAL INFORMATION

Materials & supplies, if any

29. PROJECT BUDGET. - MATERIALS AND SUPPLIES- EXPENSE:

10 Adirondack chairs @ \$189 = \$1890; 2 Garden armchairs @ \$199 = \$398; 1 outdoor coffee table @ \$269; 1 outdoor table and 4 chairs set @ \$1249; 1 pop-up canopy @ \$100; 2 sandwich board signs @ \$200 = \$400; 1 rolling food cart @ \$460; 1 cooler @ \$90; 1 kayak floating dock launch @\$1700

ADDITIONAL INFORMATION:

Travel expenses, if any

29. PROJECT BUDGET. - TRAVEL- EXPENSE:

0

ADDITIONAL INFORMATION:

TOTAL REQUESTED

EXPENSE TOTAL:

6556

30. How will you use AARP branding?*

Please complete section with 2,000 characters or fewer (including spaces).

30. HOW WILL YOU USE AARP BRANDING?

A press release announcing the receipt of AARP funding will be written. The press release will be included in the Town's month newsletter, The Messenger, and will posted on the Town's website and Facebook page. AARP will be given full credit for the enhancements to the town.

All the Adirondack chairs at the library beach will be red. Not only is red eye catching, it is the color associated with AARP. In Canada, red Adirondack chairs are placed in many of the country's national parks and national historical sites. Parks Canada said the innovation was intended to provide more opportunities for visitors to connect with nature, unwind, and truly experience the best of Canada.

Red chairs could be added to livable communities throughout the state and perhaps the nation. It would be an effective but subtle way to promote livable communities. AARP could urge people to look for the red chairs in livable communities. For ideas go to: <https://theculturetrip.com/north-america/canada/articles/the-most-beautiful-red-chairs-destinations-in-canadas-parks/>

31. Other Funding.

AARP might be contacted by other potential funders that could be interested in funding projects that were not funded through the AARP Community Challenge. The potential funders may have additional process steps and funding requirements than those of the AARP Community Challenge. If requested, AARP would like to send your contact information, organization name and a short description of your proposal, including the community where the project would take place ("Project Information"). Please note that these projects will be subject to any potential funder's own terms, conditions and review. Please indicate in your application whether or not you give permission to AARP to share your Project Information with other potential funders. If you

select "yes," you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with sharing the Project Information with potential funders. We will alert you before this Project Information is given to potential funders.

Do you give AARP permission to share this Project Information with other organizations that might be interested in funding your project?*

31. Other Funding- Do you give AARP permission to share this Project Information with other organizations that might be interested in funding your project?

Yes

An opportunity for other possible AARP funding.

Please note that by submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

NOTIFICATION

When you SUBMIT this application, you will receive a confirmation email within the hour. If you do NOT receive a submission confirmation, you may not have submitted it successfully. Please go back and make sure you completed all required questions and did not go over the text box character limits.

All applicants will be notified of their funding status by email in June. In order to receive funding, selected applicants must execute and return a binding Memorandum of Understanding and completed financial forms to the AARP National office.

*****If the application does not advance when you click next, you likely did not complete all required questions or went over a text limit. Scroll to the top of the page to see if there is an error message.*****

NAME: Romaine Turyn
EMAIL: romainemt@myfairpoint.net
ADDRESS
ADDRESS LINE 1
ADDRESS LINE 2
CITY
STATE/REGION
ZIP/POSTAL CODE
COUNTRY Andorra

EDITORS

COMPANY POSITION

PHONE NUMBER

Romaine Turyn

romainemt@myfairpoint.net

[View](#)

ATTACHMENTS

NAME

DESCRIPTION

CREATED DATE

ReadfieldVillageMap.pdf

Apr 14, 2021 7:57:12 PM EDT

CONSENT AGREEMENT

THIS AGREEMENT is made as of the ____ day of April 2021 between Kenneth and Sandra Poland of West Paris, Maine and the Town of Readfield, a municipal corporation located in Readfield, County of Kennebec and State of Maine (hereinafter "the Town"); and

WHEREAS, Kenneth and Sandra Poland are a residents of **West Paris, Oxford County and State of Maine;**

WHEREAS, the Polands (hereinafter "the Purchasers") are purchasing a certain parcel of land located in the Rural Residential District, with buildings thereon, located at 1371 Main Street, in Readfield, Maine, identified in the Town Assessor's records as Map 112, Lot 071 and described in a deed recorded to Peter and Patricia Parent in the Kennebec County Registry of Deeds, Book 12949, Page 205, and the Premises are subject to the Town's Land Use Ordinance (hereinafter the "Ordinance"), which Ordinance was and remains in effect at all times relevant hereto; and 30-A M.R.S.A. §4452;

WHEREAS, the Purchasers are purchasing the subject premises described above from Patricia Parent (hereinafter "the Seller"), Peter Parent being now deceased;

WHEREAS, the Town, through its Code Enforcement Officer (CEO) has determined that certain violations of the Ordinance exists on the premises; and

WHEREAS, the Ordinance authorizes the Town to bring enforcement actions to cure violations of the Ordinance, including actions for legal and equitable relief and fines; and

WHEREAS, the Town is considering an enforcement action pursuant to the Ordinance and pursuant to 30-A M.R.S.A. §4452.

WHEREAS, the parties agree that the following facts exist and relevant Ordinance provisions apply with respect to said alleged violations:

1. The Ordinance (Article 7, section 6) requires all new structures in the Rural Residential District be located at least 50 feet from the edge of the abutting road right-of-way (ROW), State Route 17, aka Main Street;
2. A building permit (no. 20-47) was issued to Peter and Patricia Parent on August 18, 2020 to construct a 28-foot x 36-foot garage on the Premises;
3. The building permit was issued on the condition that the structure meet Town setbacks without specifying what setbacks distances are required;
4. The Town's record for the building permit does not include the required application form or site plan depicting the location of the ROW or the location of the proposed structure in relation to the ROW;
5. The record provided by the Maine Department of Transportation defines the ROW as extending 50-feet to either side of the centerline of Route 17;
6. A site visit was carried out by the Town Code Enforcement Officer (CEO) on April 14, 2021 on the subject Premise to inspect the structure for compliance with setbacks from the road ROW;
7. The site inspection revealed the measured distance of the structure to be 92-feet from the centerline of the structure, 8' short of the required 50-foot setback from the 50-foot ROW;
8. The Sellers constructed the building relying on the good faith of the Town issuing a conditional building permit without specifying the required measured setback distances in the condition.

AND WHEREAS, The Seller, the Purchasers and the Town wish to avoid litigation in regard to these matters.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

This Consent Agreement constitutes a full and final agreement of all matters in dispute, as those matters are described herein.

1. Providing that the Owner comply with the terms and conditions of this Agreement, the Town shall forego its rights under 30-A M.R.S.A. §4452 and the Ordinance to pursue judicial relief for all setback violations regarding this structure as it exists on the date of this Agreement.
2. At any future time, if the Premises are in compliance with this Consent Agreement, the Code Enforcement Officer may issue a letter of compliance which shall cause the premises, land and structures to be deemed lawfully conforming with respect to all violations described herein.
3. Any new violations discovered in the future upon inspections shall be enforced according to the procedures established by the Ordinance.
4. This Agreement must be recorded at the Kennebec County Registry of Deeds within thirty (30) days of signing as evidence that the violations set forth above are deemed cured as to the Seller, Purchaser and their successors, heirs and assigns, subject to the conditions stated herein.

WITNESS:

Kenneth Poland

_____ Dated

Sandra Poland

_____ Dated

TOWN OF READFIELD

By _____

Its: Town Manager duly authorized by

Vote of the Select board

STATE OF MAINE

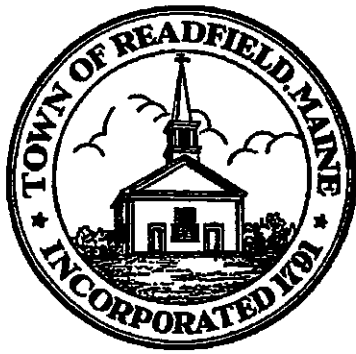
KENNEBEC, ss.

April ____, 2021

Personally appeared the above-named Eric Dyer, Town Manager of the Town of Readfield, and acknowledged the foregoing to be his free act and deed in his said capacity and the free act and deed of said Town of Readfield.

Before me,

Notary Public



CODE ENFORCEMENT OFFICE: 685-3290

PERMIT No. 20-47

1371 Main

(Please read this entire document!)

This is to certify that: **Peter & Patricia Parent** has permission to: **Build a new 28'x36' garage with 12'x85' gravel driveway** on the lot located at **1371 Main Street** as identified on the Assessor's Map 112/ Lot 071, provided that the person or persons, firm or corporation accepting this permit shall comply with all applicable provisions of the Town of Readfield Land Use Ordinance and Statutes of Maine regulating the construction, maintenance and use of buildings, structures or land.

The Code Enforcement Officer approves this use or development proposal submitted by **Ryan Boucher (Boucher Builders)** and described in the application accepted on and dated **7/12/2020**, including all depictions on the accompanying plan or other attachments. This permit is approved on the basis of information provided by the applicant regarding his/her ownership of this property. The applicant has the burden of ensuring that he/she has the legal right to use the property and is measuring the required setbacks from the legal boundary lines of the lot. The approval of this permit in no way relieves the applicant of this burden nor constitutes a resolution in favor of the applicant for any issues regarding property boundaries, easements, ownership or similar title issues. The permit holder is advised to resolve any such title problems before expending money in reliance on this permit. Construction standards may involve the home owners building to insurability requirements of their insurance company.

This permit is subject to appeal to the Board of Appeals for 45 days from the date of issuance (below). The appeal may be filed by any person with legal standing to do so where there is allegedly any error in the decision of the Code Enforcement Officer to issue this permit.

If no substantial start is made in the construction or use of the property for which this permit is issued, within one year of the date of this permit, the permit lapses and becomes void. If a substantial start is made but the remaining construction is not diligently pursued through to completion, then the vested rights to this permit may be lost.

Any changes to this project, including but not limited to changes in the proposed location, dimensions, use of structures or property, signs, wells, waste disposal systems, excavation or surface drainage, or the location of property boundaries must receive prior approval of the Code Enforcement Officer for which an additional administrative fee of \$25 will be assessed. *Work to be performed by a contractor pursuant to this permit shall not begin until the contractor has reviewed a copy of this permit.*

Adequate and timely temporary **soil erosion control measures** must be installed at the edge of disturbed areas *before* any activity begins which involves filling, grading, excavating or similar activities resulting in un-stabilized soil conditions where any potential exists for soil to leave the property or wash into a natural resource. These measures must remain in place and functional until the site is **permanently stabilized**.

All new construction and development shall be designed to minimize storm water runoff from the site in excess of the natural pre-development conditions, as required by Article 8, Section 10 of the Land Use Ordinance.

An E-911 physical street address has been assigned and those numbers must be posted where visible from the road at the onset of construction.

The following conditions apply to this permit:

- (1) All setbacks meet Town and State Minimum requirements.
- (2) The Code Officer shall be contacted for an occupancy inspection prior to occupying the structure.

Date inspected / / By CEO

Jarne Victor Hanson
Code Enforcement Officer

8/18/2020
Permit approval date

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

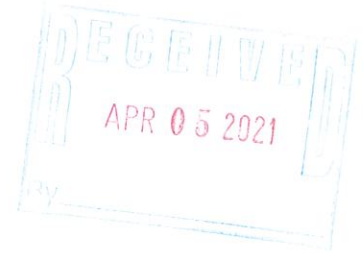
**** Important Public Participation Information ****

Meetings will be held remotely via Zoom exclusive until further notice

FYI



**READFIELD CORNER WATER ASSOCIATION
ANNUAL MEETING
MAY 4, 2021
6:00 p.m.**



DATE: April 1, 2021
TO: Readfield Corner Water Association Members
FROM: RCWA Board of Directors (Corda Kinzie, Rick Wilson, Ed Dodge)
RE: ANNUAL MEETING OF THE ASSOCIATION

The Readfield Corner Water Association will hold its Annual Meeting on May 4th at 6:00 PM at the Lafayette Lodge Building, Readfield, Maine. (Located above the Post Office)
We encourage all members to attend to hear reports and updates about the operation of our water source.

AGENDA

1. Call to Order
2. Review Proof of Notice of Meeting
3. Approval of minutes of 2020 Annual Meeting
4. Reports from Officers
5. Election of Directors
6. Unfinished Business
7. New Business
8. Adjournment

P.O. Box 231, Readfield, ME 04355-0231