

**Readfield Select Board**  
**July 24, 2023, Meeting Agenda**  
Select Board Meeting starts: 6.30 PM

Select Board Meeting ends (unless extended) at 8:30 PM

*Meeting duration and agenda item times are estimates and may be reduced or extended*

**Pledge of Allegiance**

**Regular Meeting Items - 5 min.**

- 24-001 - Minutes: Select Board meeting minutes of June 20, 2023
- 24-002 - Warrants: #51-55 (FY23), and 1-5 (FY24)

**Communications - 30 min.**

Select Board Communications - 15 min.

- Members of the Board may present general information - 5 min.
- Select Board Meeting Protocol and Policy - 5 min.
- Public Communications Policies

Staff communication - 5 min.

- Town Manager's Report
- Treasurer's Report - June

Boards, Committees, Commissions & Departments - 5 min.

- Board and Committee Minutes (listed separately)

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

**Appointments, Re-appointments, and Resignations - 15 min.**

- 24-003 - Consider the resignation of Michelle Fiori from the Library Board of Directors
- 24-004 - Consider the resignation of Patricia Gordon from the RSU #38 Board
- 24-005 - Consider the re-appointment of Ellen Jane Schneiter to the Budget Committee
- 24-006 - Consider the re-appointment of Michael Laberge to the Road Committee
- 24-007 - Consider the re-appointment of George O'Connor to the Planning Board
- 24-008 - Consider the appointment of the following applicants to one regular Planning Board position and two alternate Planning Board positions:
  - Peter Bickerman
  - Brandon Fike
  - John Mitchell
- 24-009 - Consider the appointment of Peter Thompson to the Kennebec Regional Development Authority

**Old Business - 15 min.**

- 23-127 - Discuss the August 11-12 Heritage Days celebration - 5 min.
- 23-143 - Discuss Select Board policy on "Capital Reserve" accounts and warrant articles - 10 minutes

**New Business - 45 min.**

- 24-010 - Consider a revision to the Land Use Fee Schedule - 10 min.
- 24-011 - Consider proposals for intersection work at the Nickerson Hill Rd. and P-Ridge Rd. - 10 min
- 24-012 - Consider a Resolution of Intent and Fire Apparatus Proposal for the purchase of an E-1 Freightliner Pumper Fire Truck from Greenwood Emergency Vehicles - 10 min.
- 24-013 - Consider the following scheduling items - 10 min.
  - Financial Calendar and Warrant Review
  - Summer Residents Meeting (August 4<sup>th</sup> at 5pm proposed)
  - Annual Select Board Planning Retreat (September 25<sup>th</sup> at 5pm proposed)
- 24-014 - Consider a ballot for the Maine Municipal Association Annual Election - 5 min.

**Other Business, Upcoming Meetings, and Future Agenda Items - 10 min.**

**Adjournment**

*This meeting will be held in-person at the Town Office*

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 – June 20, 2023 – unapproved**

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**Select Board Members Present:** Kathryn Woodsum, Sean Keegan, Steve DeAngelis, Carol Doorenbos, Dave Linton

**Budget Committee Members Present:** Andy Tolman, Marty Hanish, Ed Sims, Ellen Schneider

**Excused Absent:** Chris Sammons

**Others Attending:** Eric Dyer (Town Manager), Anjelica Pittman (Boards Secretary), Brandon Fike, Greg Durgin, Ralph Eno, Joel & Virginia Parker, Alan Curtis, Paula Clark, Bruce Bourgoine, Pat Clark, Melissa Small, Jacqueline Drouin, Sonya Clark, Ron Smith (RHR Smith), Pam Mitchell, Brenda Lake, John Mitchell, Jill, Michelle, Bill, Jack Comart, Mike, Brian McCarthy, Penny Eno, M Clark, Lori Nolette, MHC, Kristin Parks, Homeowner (x7)

**Pledge of Allegiance**

**Regular Meeting Items - 5 min.**

23-140 - Minutes: Select Board meeting minutes of June 5 and 7, 2023.

- **Motion** made by Kathryn to approve both the June 5 and June 7 meeting minutes as amended, **seconded** by Sean **vote 5-0** in favor.

23-141 - Warrants: #49-50

- **Motion** made by Sean to approve warrants #49 & 50 in the amount of \$390,268.65 **seconded** by Carol **vote 5-0** in favor.

**Communications - 20 min.**

Select Board communications. - 5 min.

- Sean – Congratulations to Dave on his Election win and thank you to Dennis Price for all he has done to support the citizens of Readfield during his two terms as a Select Board member and Chair.

Staff communication - 5 min.

- Town Manager's Report
- Treasurer's Report - May

Boards, Committees, Commissions & Departments - 5 min.

- Board and Committee Minutes (listed separately)

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

- Ralph Eno – Here on behalf of the Maranacook Food Bank to thank the voters for the overwhelming approval of article 31 to allocate a \$1000 donation to the Maranacook Food Bank.

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- Alan Curtis – Came to follow up on his request for the town to look into options to reinstate senior hours at the transfer station. Kathryn responded that the SW&RC meets July 12, 2023 and they will discuss options. Carol suggested designating the first parking spot for seniors. Alan agreed that that could be a good solution.
- Bruce Bourgoine – thanked Dennis for his time on the board and congratulated Dave for being elected to the Select Board. Bruce requested that the board honor the articles that were passed at last Tuesdays Town Meeting and touched on the misinformation surrounding the warrant articles leading up to the election.
- Greg Durgin – Congrats to Dave, echoing a lot of what Bruce said. Thanks to Ralph for pushing the initiative to get the donations from the towns for the Maranacook Food Pantry. Ralph completed his term on the Select Board and took no time in getting involved in the food pantry and has been a huge support there. Thank you also to the other two towns, Mount Vernon and Augusta
- Virginia Parker – Attended to discuss a mishap with the zoom link for the May 16 Fairgrounds meeting, she asked that the Select Board ensure the correct links are attached to the corresponding meeting. Virginia piggybacked Alan Curtis concern regarding senior hours at the Transfer Station and that there is no additional cost for the time we were using for the seniors at the Transfer Station since it is already open at that time for commercial haulers.

**Joint Select Board and Budget Committee Workshop - 60 min.**

23-142 - Hear a report from RHR Smith on Audit and Accounting - 30 min

Ron Smith – Principal of RHR Smith – discussed the towns budget audit, Ron said the town’s budget is in a great place, is being well managed and discussed the new software system implementation and how that will help to streamline information and make it more quickly accessible. Ron will be returning periodically to continue the discussion and help where needed. Ron also answered questions of both the boards and residents.

23-143 - Discuss Select Board policy on “Capital Reserve” accounts and warrant articles - 30 minutes

Marty – During recent budget improvements some issues were brought up by residents and board members concerning capital improvements warrant articles and how those are presented on the Town Meeting ballots with a goal of allowing residents to vote more specifically on Capital items. Two reasons to increase that flexibility, allow voters more say on specific items, and include a formal written policy for transparency. The Budget Committee discussed this in detail and came up with four options for improvement.

- Option one – present all capital items in separate one item articles.
- Option two – a variation, things considered infrastructure maintenance could be in one article and everything else would go in separate one item articles.
- Option three – state of criteria, anything requiring bonding, or new etc. would be in a separate item article.
- Option four – leave things as they are, and the Select Board would decide which things go together and which are separated out. Ultimately, whichever option is chosen will be a Select Board decision.

Eric presented a summary of previous articles included in capital improvements over the years with dollar amounts, inclusion and voting results. All articles passed in aggregate. Kathryn summarized that all capital items however presented have been approved and passed by the voters over the decades.

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Ron's advice was to start with a plan or policy, be flexible. General fund balance is healthy, a policy there to aid in tax relief or capital reserve needs. General practice is to begin with general fund policy which rolls into capital improvements plan, and marry that with the needs with the town. A buffet of the four options Marty mentioned would be a good move for Readfield. Ellen mentioned that the plan is revisited every year. There is a tension where the budget committee is trying to smooth out peaks and valleys overall to minimize tax impacts. Members of the Select Board discussed the options, road management plan, and open space.

- **Motion** made by Steve that we ask Eric in consultation with the Budget Committee to consider feedback given tonight to come up with a proposal as a basis for discussion by July or August **seconded** by Sean **vote 5-0** in favor.
- Sean **motioned** to extend the meeting 30 minutes **seconded** by Dave, **vote 5-0** in favor

**Appointments, Re-appointments, and Resignations - 10 min.**

23-144 - Conduct the election of Select Board Chair and Vice Chair, and appoint Select Board members to the following positions (*this item will be taken out of order at the start of the meeting*):

- Sean **motioned** to elect Kathryn as the select board chair, **seconded** by Steve DeAngelis, **vote 5-0** in favor
  - Steve **motioned** to nominate Sean as the vice chair **seconded** by Carol, 5-0 vote in favor
  - Sean **motioned** to extend (at 9:15) the meeting for another 10 minutes, **seconded** by Carol, **vote 4-1** with Steve opposed.
- Note Taker / Time Keeper - Sean
  - Quarterly Financial Warrant Reviewers (four) – Sean (1<sup>st</sup> quarter), Steve (2<sup>nd</sup> quarter), Kathryn (3<sup>rd</sup> quarter), Dave (4<sup>th</sup> quarter) with Kathryn as backup for all
  - Fairgrounds Working Group Representative - Steve
  - Solid Waste and Recycling Committee Representative - Kathryn
  - Age Friendly Committee Representative - Steve
  - Readfield Enterprise Committee Representative - Dave
  - First Park (Kennebec Regional Development Authority) Representative – Resident primary, with SB alternate - Carol
  - Board of Assessors (three) – Carol, Steve, Dave

23-145 - Consider a slate of reappointments for municipal Boards, Committees, and commissions

- **Motion** made by Sean to approve the slate of re-appointment applications for the following committees:
  - Age Friendly
  - Appeals Board
  - Budget Committee
  - Cemetery Committee
  - Conservation Commission
  - Enterprise Committee
  - Library Board of Trustees
  - Recreation Committee
  - Road Committee

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- Solid Waste and Recycling Committee
- Trails Committee
- Planning Board

Thank those residents for their continued effort to volunteer, **seconded** by Steve. Carol mentioned that some folks would like to see term limits, specifically with the Planning Board and would like to see the head of the Planning board change. Sean voiced support for Planning Board volunteers. **Vote 5-0** in favor.

23-146 - Consider the re-appointment of Eric Dyer as Town Manager, Treasurer, Tax Collector, Road Commissioner, Welfare Administrator, and Public Access Officer.

- **Motion** made by Steve, seconded by Sean, Dave would like to see if there are any areas that can be pieced out to take some of that load off of Eric in the future. Eric responded that a lot of these jobs are delegated out to the staff and he feels that the balance is okay currently. **Vote 5-0** in favor.

23-147 - Consider the re-appointment of Karen Peterson as Transfer Station Manager

- **Motion** made by Sean, **seconded** by Steve, **vote 3-2** with Carol and Dave opposed.

23-148 - Consider the re-appointment of Lee Mank as Fire Chief

- **Motion** made by Sean **seconded** by Steve. Carol would like to have Lee come back and discuss the Covid Vaccination policy and get some members back. Eric will discuss that with Lee. **Vote 5-0** in favor
- **Motion** made by Sean to extend the meeting for 15 minutes, **seconded** by Carol, **vote 5-0** in favor.

**Old Business - 15 min.**

23-127 - Discuss the August 11-12 Heritage Days celebration - 5 min.

Heritage Days this year will include:

The Historical Society's Wine and Cheese Party from 5-7PM Friday and hopefully also having a community sock hop at the beach. Saturday offers the Masons breakfast from 7-10AM, the Library Booksale at the Fire Station, a history walk with Dale Potter-Clark, kickball at the Fairgrounds, the makers market and community fair will be at the beach from 12-4PM with local businesses and community organizations including blacksmiths, glass blowers, and food provided by the Weathervane. There will also be live music from the Evan Hanes Trio. From 6-8PM there will be the Spirit of America awards and Pot Luck at Giles Hall. Fireworks will be at the Beach at 9PM. Next meeting is Sunday June 25<sup>th</sup> at 1PM.

23-135 - Consider a proposal for planned capital improvement work at the Readfield Library - 10 min.

MHC Maine Highlands Contractor – provided more information and attended a library board meeting to explain things in further detail. RFP no bids initially, MHC came through and provided a bid for the work, the Library Board was collectively pleased with the presentation and offer from MHC due to factors such as the heavily used ramp, the needs of the library patrons, and safety and security of the egress stairs in an emergency situation. Pam also noted that the results of the grant application should be received in about a week.

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- **Motion** to approve Maine Highlands Contracting to complete the work at the library up to \$73,975 **seconded** by Steve, **vote 5-0** in favor

**New Business - 5 min.**

23-149 - Consider Spirit of America Award nominations - 5 min

- Sean **motioned** to nominates 1-4; Kathryn would like to see 1-3 and 5. Sean withdrew his motion.
- **Motion** made by Sean to award residents 1-5 that have not been already nominated, **seconded** by Dave, **vote 5-0** in favor.

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

Summer 2023 schedule for Select Board meetings:

July 24<sup>th</sup>

August 21<sup>st</sup>

September 18<sup>th</sup>

- **Motion** to approve the above meeting dates made by Steve, **seconded** by Dave, **vote 5-0** in favor.



SB Retreat will be scheduled at the July meeting. Also discussed how to present the New Member Orientation and the board agreed that could be done with Eric and Kathryn and the new member rather than in a meeting with the whole board.

**Adjournment made by Kathryn at 9:28PM**

*Minutes submitted by Anjelica Pittman, Board Secretary*

June 20, 2023 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
51	541	\$ 59,794.00	Warrant	K Woodsum	Three	6/20/2023
A	541	\$ 7,857.77	State Fees	K Woodsum	One	6/8/2023
B	541	\$ 6,145.16	State Fees	K Woodsum	One	6/15/2023
52	555	\$ 44,826.95	Payroll	K Woodsum	One	6/20/2023
		<b>SUM</b> \$ 104,620.95				

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



Warrant 51

Vendor-----	Amount	Account-----
00530 ADT LLC	849.55	Maintenance / Bldg Maint - BUILDING O&M / ALARM
00461 Amy Therrien	176.74	REC,PARKS/AT / REC BOARD - RECREATION / E. Egg Hunt
00022 Audette's Hardware	5.98	SOLID WASTE / TRANSFER STA - ADMIN / OFFICE SUP
00024 Baker & Taylor, Inc	63.18	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00807 Billie Jo Glynn	1,562.50	Rds & Drain / Road Maint - PUBLIC WAYS / MATERIALS
00737 Brandon J Sandler	21.25	SOLID WASTE / TRANSFER STA - ADMIN / MISC.
00031 Central Maine Power Co	369.46	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	489.10	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	134.87	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	219.90	SOLID WASTE / TRANSFER STA - UTILITIES / ELECTRIC
00031 Central Maine Power Co	26.32	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00031 Central Maine Power Co	67.91	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00072 Consolidated Communications	51.23	SOLID WASTE / TRANSFER STA - UTILITIES / TELEPHONE
00072 Consolidated Communications	53.76	PROTECTION / FIRE DEPART - UTILITIES / TELEPHONE
00072 Consolidated Communications	59.71	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00591 David Ledew	2,000.00	GENERAL GOVT / Assessing - CONTRACT SVC / ASSESSING
00821 Deborah Emery	39.90	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00821 Deborah Emery	24.95	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00054 ecomaine	1,162.70	SOLID WASTE / TRANSFER STA - CONTRACT SVC / SINGLE SORT
00288 Elan Financial Services	440.85	REC,PARKS/AT / BEACH - EQUIP O,R &M / EQUIP MAINT
00288 Elan Financial Services	33.90	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00823 GONETSPEED	330.56	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00823 GONETSPEED	21.24	COMM SERVICE / Library - UTILITIES / TELEPHONE
00797 Gorrill Palmer Consulting Engineers Inc	1,503.94	CAPITAL IMPR / Sidewalks - PUBLIC WAYS / CONTRACT SVC
00791 Group Dynamic Inc	20.00	GENERAL GOVT / Insurance - INSURANCE / HRA
00791 Group Dynamic Inc	8.00	SOLID WASTE / TRANSFER STA - INSURANCE / HRA
00135 Hammond Lumber Company	13.10	REC,PARKS/AT / BEACH - BUILDING O&M / MAINTENANCE
00083 Kennebec Cnty Registry Of Deeds	19.00	GENERAL GOVT / Admin - ADMIN / RECORDING
00908 Kennebec Regional Dev Authority	8,437.50	REGIONAL ORG / First Park - FINANCIAL / FIRSTPARK IN
00553 Lakes Region Mutual Aid	140.00	PROTECTION / FIRE DEPART - ADMIN / MEMBERSHIPS
00553 Lakes Region Mutual Aid	1,800.00	PROTECTION / FIRE DEPART - ADMIN / TRAIN & CONF
00152 Lowe's	35.14	SOLID WASTE / TRANSFER STA - PUBLIC WAYS / SIGNS/SUPPLY
00556 Maine InfoNet Download Library	400.00	COMM SERVICE / Library - UTILITIES / ELEC COMM
00066 Maine Municipal Association	3,262.35	GENERAL GOVT / Insurance - INSURANCE / WORKERS COMP
00065 MAINE MUNICIPAL EMP. HEALTH	2,487.37	SOLID WASTE / TRANSFER STA - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	5,847.64	GENERAL GOVT / Insurance - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	100.50	GENERAL FUND / HEALTH INSUR
00065 MAINE MUNICIPAL EMP. HEALTH	132.42	GENERAL FUND / IPP
00065 MAINE MUNICIPAL EMP. HEALTH	13.51	GENERAL FUND / VSP Vision
00360 North Coast Services LLC	143.20	SOLID WASTE / TRANSFER STA - CONTRACT SVC / UNIV WST DSP
00138 On Scene Tags	21.00	PROTECTION / FIRE DEPART - EQUIP O,R &M / PPG
00858 PETTY CASH	108.84	GENERAL GOVT / Admin - ADMIN / ELECTIONS
00858 PETTY CASH	3.47	GENERAL GOVT / Admin - ADMIN / POSTAGE
00841 PretiFlaherty	360.00	GENERAL GOVT / Attorney Fee - ADMIN / ATTORNEY FEE

### Warrant Recap

#### Warrant 51

Vendor-----	Amount	Account-----
00841 PretiFlaherty	80.00	GENERAL GOVT / Attorney Fee - ADMIN / ATTORNEY FEE
00081 READFIELD FAMILY MARKET	33.00	GENERAL GOVT / Admin - ADMIN / ELECTIONS
00192 SEACOAST SECURITY & TELE.,INC	425.00	Maintenance / Bldg Maint - BUILDING O&M / ALARM
00192 SEACOAST SECURITY & TELE.,INC	54.27	Maintenance / Bldg Maint - BUILDING O&M / ALARM
00086 SECRETARY OF STATE (MOTOR VEH)	7,857.77	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	6,145.16	GENERAL FUND / Motor Veh Fe
00561 Shredding on Site	21.60	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00784 Snowman Group	52.25	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00462 STAPLES CREDIT PLAN	48.36	COMM SERVICE / Readfield TV - ADMIN / OFFICE SUP
00624 Tiffenie Mikoski	25.00	GENERAL FUND / Gile Hall
00495 United AG & Turf NE	125.95	Maintenance / Veh/Eq Maint - EQUIP O,R &M / TRACTOR
00078 US Postal Service	114.00	COMM SERVICE / Library - ADMIN / MISC.
00200 VER-TRAN INC	690.00	Maintenance / Bldg Maint - BUILDING O&M / ELEVATOR
00709 WASTE MANAGEMENT OF PORTLAND	2,286.72	SOLID WASTE / TRANSFER STA - CONTRACT SVC / DEMO TIPPING
00709 WASTE MANAGEMENT OF PORTLAND	2,580.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00709 WASTE MANAGEMENT OF PORTLAND	50.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00709 WASTE MANAGEMENT OF PORTLAND	6,142.38	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
<b>Prepaid Total--</b>	<b>15,310.49</b>	
<b>Current Total--</b>	<b>44,483.51</b>	
<b>Warrant Total--</b>	<b>59,794.00</b>	

**July 3, 2023 Warrant Summary**

<b>Warrant #:</b>	<b>Journal #:</b>	<b>Amount</b>	<b>Warrant Type:</b>	<b>SB Reviewer:</b>	<b>Signatures Required:</b>	<b>Approval Date:</b>
53	541	\$ 356,369.75	Warrant	K Woodsum	Three	7/3/2023
A	541	\$ 4,124.25	State Fees	K Woodsum	One	6/22/2023
B	541	\$ 5,738.66	State Fees	K Woodsum	One	6/29/2023

**SUM \$ 356,369.75**

- 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	72699	4,124.25	06/22/23	53	0086 SECRETARY OF STATE (MOTOR VEH)
P	72700	5,738.66	06/29/23	53	0086 SECRETARY OF STATE (MOTOR VEH)
R	72701	321.17	06/30/23	53	0024 Baker & Taylor, Inc
R	72702	278.00	06/30/23	53	0569 CH Stevenson Inc
R	72703	2,733.00	06/30/23	53	0365 Collette Monuments, Inc
R	72704	100.00	06/30/23	53	0821 Deborah Emery
R	72705	12.00	06/30/23	53	0810 Eric Dyer
R	72706	6,317.87	06/30/23	53	0797 Gorrill Palmer Consulting Engineers Inc
R	72707	16.77	06/30/23	53	0830 Islandport Press
R	72708	332.53	06/30/23	53	0223 Longfellow's Greenhouses
R	72709	468.57	06/30/23	53	0152 Lowe's
R	72710	32.31	06/30/23	53	0137 Maine Authors Publishing
R	72711	100.00	06/30/23	53	0349 Peter T Emery
R	72712	22.80	06/30/23	53	0858 PETTY CASH
R	72713	333,136.70	06/30/23	53	0673 PIKE INDUSTRIES, INC.
R	72714	2,500.00	06/30/23	53	0069 Regional School Unit#38
R	72715	19.27	06/30/23	53	0021 Sonya Clark
R	72716	42.26	06/30/23	53	0462 STAPLES CREDIT PLAN
R	72717	40.00	06/30/23	53	0105 TREAS., STATE OF MAINE (DOT)
R	72718	33.59	06/30/23	53	0765 W.B. Mason Co., Inc
<b>Total</b>		<b>356,369.75</b>			

#### Count

Checks	20
Voids	0

**Warrant Recap**

Warrant 53

Vendor-----	Amount	Account-----
00024 Baker & Taylor, Inc	20.39	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	122.65	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	26.36	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	151.77	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00569 CH Stevenson Inc	278.00	Rds & Drain / Road Maint - PUBLIC WAYS / PATCHING
00365 Collette Monuments, Inc	372.00	CEMETERIES / CEMETERIES - CONTRACT SVC / CEM STONE RP
00365 Collette Monuments, Inc	1,100.00	CEMETERIES / CEMETERIES - PUBLIC WAYS / CONTRACT SVC
00365 Collette Monuments, Inc	1,261.00	CEMETERIES / CEMETERIES - CONTRACT SVC / CEM STONE RP
00821 Deborah Emery	100.00	COMM SERVICE / Library - ADMIN / MISC.
00810 Eric Dyer	12.00	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00797 Gorrill Palmer Consulting Engineers Inc	6,317.87	CAPITAL IMPR / Sidewalks - PUBLIC WAYS / CONTRACT SVC
00830 Islandport Press	16.77	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00223 Longfellow's Greenhouses	332.53	CEMETERIES / CEMETERIES - BUILDING O&M / GROUNDS
00152 Lowe's	78.64	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00152 Lowe's	133.83	CEMETERIES / CEMETERIES - PUBLIC WAYS / SIGNS/SUPPLY
00152 Lowe's	138.66	CEMETERIES / CEMETERIES - PUBLIC WAYS / SIGNS/SUPPLY
00152 Lowe's	94.38	Maintenance / Bldg Maint - BUILDING O&M / SUPPLIES
00152 Lowe's	23.06	SOLID WASTE / TRANSFER STA - BUILDING O&M / SUPPLIES
00137 Maine Authors Publishing	10.77	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00137 Maine Authors Publishing	21.54	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00349 Peter T Emery	100.00	COMM SERVICE / Library - ADMIN / MISC.
00858 PETTY CASH	12.39	GENERAL GOVT / Admin - ADMIN / POSTAGE
00858 PETTY CASH	10.41	GENERAL GOVT / Admin - ADMIN / POSTAGE
00673 PIKE INDUSTRIES, INC.	116,483.21	CAPITAL IMPR / Roads - PUBLIC WAYS / PAVING
00673 PIKE INDUSTRIES, INC.	216,653.49	CAPITAL IMPR / Roads - PUBLIC WAYS / PAVING
00069 Regional School Unit#38	2,500.00	REC,PARKS/AT / REC BOARD - RECREATION / BASKETBALL
00086 SECRETARY OF STATE (MOTOR VEH)	4,124.25	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	5,738.66	GENERAL FUND / Motor Veh Fe
00021 Sonya Clark	19.27	COMM SERVICE / Library - ADMIN / MISC.
00462 STAPLES CREDIT PLAN	42.26	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00105 TREAS., STATE OF MAINE (DOT)	40.00	Maintenance / Gen Maint - ADMIN / TRAIN & CONF
00765 W.B. Mason Co., Inc	33.59	GENERAL GOVT / Admin - ADMIN / OFFICE SUP

<b>Prepaid Total--</b>	<b>9,862.91</b>
<b>Current Total--</b>	<b>346,506.84</b>
<b>Warrant Total--</b>	<b>356,369.75</b>

# Treasurer's Warrant

Warrant #54      \$8,708.43

Dates: 7/6/2023

To the Treasurer of Readfield:

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

Payee	Account	Amount	Check #'s
EMPLOYEES	Payroll	\$0	
VARIOUS VENDORS	Accounts Payable	\$8,708.43	72737-72742
	Total	\$8,708.43	

Date Signed: \_\_\_\_\_

\_\_\_\_\_ Steven DeAngelis

\_\_\_\_\_ Carol Doorenbos

\_\_\_\_\_ Sean Keegan

\_\_\_\_\_ David Linton

\_\_\_\_\_ Kathryn Woodsum

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

Type	Check	Amount	Date	Wrnt	Payee
R	72737	48.22	07/06/23	54	0024 Baker & Taylor, Inc
R	72738	369.07	07/06/23	54	0629 Irving Oil Marketing, Inc
R	72739	818.75	07/06/23	54	0605 RHR Smith & Company
R	72740	16.00	07/06/23	54	0100 TREAS., STATE OF MAINE (DOGS)
R	72741	7,383.19	07/06/23	54	0098 TREAS., STATE OF MAINE (IFW)
R	72742	73.20	07/06/23	54	0101 TREAS.,STATE OF MAINE (Vitals)
<b>Total</b>		<b>8,708.43</b>			

<b>Count</b>	
Checks	6
Voids	0

### Warrant Recap

#### Warrant 54

Vendor-----	Amount	Account-----
00024 Baker & Taylor, Inc	48.22	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00629 Irving Oil Marketing, Inc	56.05	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	72.91	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	45.75	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	90.06	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	53.64	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	50.66	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00605 RHR Smith & Company	718.75	GENERAL GOVT / Admin - CONTRACT SVC / AUDIT SERV
00605 RHR Smith & Company	100.00	GENERAL GOVT / Admin - CONTRACT SVC / AUDIT SERV
00100 TREAS., STATE OF MAINE (DOGS)	16.00	GENERAL FUND / Dog Fees Sta
00098 TREAS., STATE OF MAINE (IFW)	7,383.19	GENERAL FUND / Rec Veh Fees
00101 TREAS.,STATE OF MAINE (Vitals)	73.20	GENERAL FUND / Vitals State
<b>Prepaid Total--</b>	<b>0.00</b>	
<b>Current Total--</b>	<b>8,708.43</b>	
<b>Warrant Total--</b>	<b>8,708.43</b>	



**July 17, 2023 Warrant Summary**

<b>Warrant #:</b>	<b>Journal #:</b>	<b>Amount</b>	<b>Warrant Type:</b>	<b>SB Reviewer:</b>	<b>Signatures Required:</b>	<b>Approval Date:</b>
55	576	\$ 18,383.70	Warrant	K Woodsum	Three	7/17/2023
A			State Fees		One	
B			State Fees		One	
			Payroll		One	

**SUM \$ 18,383.70**

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

# Treasurer's Warrant

Warrant #55

\$18,383.70

Dates: 7/20/2023

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	\$	
VARIOUS VENDORS	Accounts Payable	\$18,383.70	72826-72832
	Total	\$18,383.70	

Date Signed: \_\_\_\_\_

\_\_\_\_\_  
Steven DeAngelis

\_\_\_\_\_  
Carol Doorenbos

\_\_\_\_\_  
Sean Keegan

\_\_\_\_\_  
David Linton

\_\_\_\_\_  
Kathryn Woodsum

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

Type	Check	Amount	Date	Wrnt	Payee
P	47	66.38	07/20/23	55	0047 Shift 4
R	72826	600.00	07/20/23	55	0543 A.A.A. PORTABLE TOILETS
R	72827	3,633.00	07/20/23	55	0599 Archie's Inc.
R	72828	504.00	07/20/23	55	0384 BDS Waste Disposal, Inc
R	72829	932.80	07/20/23	55	0054 ecomaine
R	72830	348.50	07/20/23	55	0218 MAINE RESOURCE RECOVERY ASSOC
R	72831	950.00	07/20/23	55	0032 Troiano Waste Service,Inc
R	72832	11,349.02	07/20/23	55	0709 WASTE MANAGEMENT OF PORTLAND
<b>Total</b>		<b>18,383.70</b>			

<b>Count</b>	
Checks	8
Voids	0

### Warrant Recap

Warrant 55

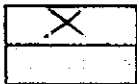
Vendor-----	Amount	Account-----
00643 A.A.A. PORTABLE TOILETS	600.00	REC,PARKS/AT / REC BOARD - RECREATION / BASEBALL
00599 Archie's Inc.	3,633.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
00384 BDS Waste Disposal, Inc	504.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / Tires
00054 ecomaine	932.80	SOLID WASTE / TRANSFER STA - CONTRACT SVC / SINGLE SORT
00218 MAINE RESOURCE RECOVERY ASSOC	348.50	SOLID WASTE / TRANSFER STA - CONTRACT SVC / FREON DISP
00047 Shift 4	66.38	SOLID WASTE / TRANSFER STA - ADMIN / OFFICE SUP
00032 Troiano Waste Service,Inc	875.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00032 Troiano Waste Service,Inc	75.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00709 WASTE MANAGEMENT OF PORTLAND	2,223.36	SOLID WASTE / TRANSFER STA - CONTRACT SVC / DEMO TIPPING
00709 WASTE MANAGEMENT OF PORTLAND	2,580.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00709 WASTE MANAGEMENT OF PORTLAND	50.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00709 WASTE MANAGEMENT OF PORTLAND	6,495.66	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG

<b>Prepaid Total--</b>	<b>66.38</b>
<b>Current Total--</b>	<b>18,317.32</b>
<b>Warrant Total--</b>	<b>18,383.70</b>

**July 3, 2022 Warrant Summary**

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
1	1	\$ 397,420.35	Warrant	K Woodsum	Three	7/3/2023
	A		State Fees		One	
	B		State Fees		One	
2	2	\$ 27,465.27	Payroll	K Woodsum	One	7/3/2023

**SUM \$ 424,885.62**



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	295	184.98	07/06/23	1	0295 US CELLULAR
P	999	75.51	07/06/23	1	0031 Central Maine Power Co
R	72743	9,135.33	07/06/23	1	0034 Cobbossee Watershed District
R	72744	4,469.00	07/06/23	1	0760 KVCOG
R	72745	12,214.50	07/06/23	1	0066 Maine Municipal Association
R	72746	250.00	07/06/23	1	0218 MAINE RESOURCE RECOVERY ASSOC
R	72747	80.00	07/06/23	1	0281 MAINE WELFARE DIRECTORS ASSN
R	72748	60.00	07/06/23	1	0080 READFIELD CORNER WATER ASSOC.
R	72749	338,036.44	07/06/23	1	0069 Regional School Unit#38
R	72750	15.00	07/06/23	1	0192 SEACOAST SECURITY & TELE.,INC
R	72751	13.17	07/06/23	1	0696 Spectrum
R	72752	455.92	07/06/23	1	0313 Toshiba Financial Services
R	72753	20,858.00	07/06/23	1	0718 Union Farm Equipment, Inc
R	72754	1,184.50	07/06/23	1	0200 VER-TRAN INC
R	72755	10,388.00	07/06/23	1	0097 Winthrop, Town of
<b>Total</b>		<b>397,420.35</b>			

**Count**

Checks	15
Voids	0

### Warrant Recap

\*\*\*\* REPRINT \*\*\*\*

#### Warrant 1

Vendor-----	Amount	Account-----
00031 Central Maine Power Co	75.51	COMM SERVICE / Street Light - COMMUNITY SV / STREET LIGHT
00034 Cobbossee Watershed District	9,135.33	REGIONAL ORG / COBBOSSEE WD - ASSESSMENTS / COBBOSSEE WD
00760 KVCOG	4,469.00	COMM SERVICE / KVCOG - ASSESSMENTS / KVCOG
00066 Maine Municipal Association	12,214.50	GENERAL GOVT / Insurance - INSURANCE / PROP & LIAB
00218 MAINE RESOURCE RECOVERY ASSOC	250.00	SOLID WASTE / TRANSFER STA - ADMIN / MEMBERSHIPS
00281 MAINE WELFARE DIRECTORS ASSN	80.00	GENERAL GOVT / Admin - ADMIN / MEMBERSHIPS
00080 READFIELD CORNER WATER ASSOC.	30.00	Maintenance / Bldg Maint - UTILITIES / WATER
00080 READFIELD CORNER WATER ASSOC.	30.00	Maintenance / Bldg Maint - UTILITIES / WATER
00069 Regional School Unit#38	338,036.44	EDUCATION / RSU#38 - ASSESSMENTS / RSU#38 PYMT
00192 SEACOAST SECURITY & TELE.,INC	15.00	Maintenance / Bldg Maint - BUILDING O&M / ALARM
00696 Spectrum	13.17	COMM SERVICE / Readfield TV - UTILITIES / ELEC COMM
00313 Toshiba Financial Services	455.92	GENERAL GOVT / Comptr/Equip - EQUIP O,R &M / OFFICE LEASE
00718 Union Farm Equipment, Inc	10,429.00	CAPITAL IMPR / Equipment - EQUIP REPLAC / CAPITAL EQP
00718 Union Farm Equipment, Inc	10,429.00	CAPITAL IMPR / Cemetery - EQUIP REPLAC / CAPITAL EQP
00295 US CELLULAR	37.00	GENERAL GOVT / Admin - PERSONNEL / TM Mile/Phon
00295 US CELLULAR	37.00	GENERAL GOVT / Code Enforce - UTILITIES / CELL PHONE
00295 US CELLULAR	73.98	Maintenance / Gen Maint - UTILITIES / CELL PHONE
00295 US CELLULAR	37.00	COMM SERVICE / Animal Cntrl - UTILITIES / CELL PHONE
00200 VER-TRAN INC	1,184.50	Maintenance / Bldg Maint - BUILDING O&M / ELEVATOR
00097 Winthrop, Town of	10,388.00	PROTECTION / Dispatching - CONTRACT SVC / DISPATCH

**Prepaid Total-- 260.49**

**Current Total-- 397,159.86**

**Warrant Total-- 397,420.35**

July 17, 2022 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
3	5	\$ 30,269.31	Warrant	K Woodsum	Three	7/17/2023
A	5	\$ 5,675.79	State Fees	K Woodsum	One	7/6/2023
B	5	\$ 4,335.10	State Fees	K Woodsum	One	7/13/2023
4	17	\$ 36,075.75	Payroll	K Woodsum	One	7/17/2023

**SUM \$ 66,345.06**

<input checked="" type="checkbox"/>	Indicates public review is required following prior approval
<input type="checkbox"/>	Indicates public review and approval are both required



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

Type	Check	Amount	Date	Wrnt	Payee
P	99	1,320.00	07/20/23	3	0099 TPS Group
P	999	403.60	07/20/23	3	0031 Central Maine Power Co
P	999	582.04	07/20/23	3	0031 Central Maine Power Co
P	999	123.07	07/20/23	3	0031 Central Maine Power Co
P	999	21.17	07/20/23	3	0031 Central Maine Power Co
P	999	21.17	07/20/23	3	0031 Central Maine Power Co
P	999	193.71	07/20/23	3	0031 Central Maine Power Co
P	999	28.46	07/20/23	3	0031 Central Maine Power Co
P	72770	5,675.79	07/06/23	3	0086 SECRETARY OF STATE (MOTOR VEH)
P	72771	4,335.10	07/13/23	3	0086 SECRETARY OF STATE (MOTOR VEH)
R	72772	163.99	07/20/23	3	0072 Consolidated Communications
R	72773	77.67	07/20/23	3	0288 Elan Financial Services
R	72774	83.12	07/20/23	3	0704 Fabian Oil
R	72775	352.04	07/20/23	3	0823 GONETSPEED
R	72776	150.43	07/20/23	3	0206 Grainger
R	72777	28.00	07/20/23	3	0791 Group Dynamic Inc
R	72778	260.67	07/20/23	3	0152 Lowe's
R	72779	8,592.03	07/20/23	3	0065 MAINE MUNICIPAL EMP. HEALTH
R	72780	157.63	07/20/23	3	0555 MAINE TOWN&CITY MNGMNT ASSN
R	72781	225.90	07/20/23	3	0424 Maln-Land Dev. Consultants, Inc
R	72782	165.72	07/20/23	3	0132 Noah Ward-Rubin
R	72783	158.21	07/20/23	3	0858 PETTY CASH
R	72784	5,305.00	07/20/23	3	0841 PretiFlaherty
R	72785	21.60	07/20/23	3	0561 Shredding on Site
R	72786	743.09	07/20/23	3	0647 Soule's Auto Supply
R	72787	218.10	07/20/23	3	0462 STAPLES CREDIT PLAN
R	72788	787.00	07/20/23	3	0817 Torsey Pond Milfoil Program
R	72789	75.00	07/20/23	3	0431 Visual Edge It, Inc
<b>Total</b>		<b>30,269.31</b>			

<b>Count</b>	
Checks	28
Voids	0

Warrant 3

Vendor-----	Amount	Account-----
00031 Central Maine Power Co	403.60	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	582.04	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	123.07	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	21.17	REC,PARKS/AT / BEACH - UTILITIES / ELECTRIC
00031 Central Maine Power Co	21.17	Rds & Drain / Winter Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	193.71	SOLID WASTE / TRANSFER STA - UTILITIES / ELECTRIC
00031 Central Maine Power Co	28.46	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00072 Consolidated Communications	50.77	SOLID WASTE / TRANSFER STA - UTILITIES / TELEPHONE
00072 Consolidated Communications	53.63	PROTECTION / FIRE DEPART - UTILITIES / TELEPHONE
00072 Consolidated Communications	59.59	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00288 Elan Financial Services	43.77	REC,PARKS/AT / Town Propert - PUBLIC WAYS / SIGNS/SUPPLY
00288 Elan Financial Services	33.90	GENERAL GOVT / Comptr/Equip - CONTRACT SVC / Inform Tech
00704 Fabian Oil	83.12	Maintenance / Bldg Maint - UTILITIES / HEATING
00823 GONETSPEED	330.66	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00823 GONETSPEED	21.38	COMM SERVICE / Library - UTILITIES / TELEPHONE
00206 Grainger	150.43	SOLID WASTE / TRANSFER STA - ADMIN / MISC.
00791 Group Dynamic Inc	20.00	GENERAL GOVT / Insurance - INSURANCE / HRA
00791 Group Dynamic Inc	8.00	SOLID WASTE / TRANSFER STA - INSURANCE / HRA
00152 Lowe's	260.67	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00065 MAINE MUNICIPAL EMP. HEALTH	2,487.37	SOLID WASTE / TRANSFER STA - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	5,847.64	GENERAL GOVT / Insurance - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	100.50	GENERAL FUND / HEALTH INSUR
00065 MAINE MUNICIPAL EMP. HEALTH	143.01	GENERAL FUND / IPP
00065 MAINE MUNICIPAL EMP. HEALTH	13.51	GENERAL FUND / VSP Vision
00555 MAINE TOWN&CITY MNGMNT ASSN	157.63	GENERAL GOVT / Admin - ADMIN / MEMBERSHIPS
00424 Main-Land Dev. Consultants, Inc	225.90	CAPITAL IMPR / FS Addition - CONTRACT SVC / ENGINEERING
00132 Noah Ward-Rubin	165.72	REC,PARKS/AT / BEACH - PERSONNEL / MILEAGE
00858 PETTY CASH	31.71	SOLID WASTE / TRANSFER STA - ADMIN / MISC.
00858 PETTY CASH	5.55	GENERAL GOVT / Admin - ADMIN / POSTAGE
00858 PETTY CASH	100.00	COMM SERVICE / Library - ADMIN / MISC.
00858 PETTY CASH	20.95	SOLID WASTE / TRANSFER STA - ADMIN / MISC.
00841 PretiFlaherty	3,725.00	GENERAL GOVT / Attorney Fee - ADMIN / ATTORNEY FEE
00841 PretiFlaherty	1,580.00	GENERAL GOVT / Attorney Fee - ADMIN / ATTORNEY FEE
00086 SECRETARY OF STATE (MOTOR VEH)	5,675.79	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	4,335.10	GENERAL FUND / Motor Veh Fe
00561 Shredding on Site	21.60	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00647 Soule's Auto Supply	545.29	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE TRUCKS
00647 Soule's Auto Supply	37.55	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE TRUCKS
00647 Soule's Auto Supply	12.38	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE TRUCKS
00647 Soule's Auto Supply	70.09	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE TRUCKS
00647 Soule's Auto Supply	77.78	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE TRUCKS
00462 STAPLES CREDIT PLAN	105.49	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00462 STAPLES CREDIT PLAN	70.35	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00462 STAPLES CREDIT PLAN	42.26	GENERAL GOVT / Admin - ADMIN / OFFICE SUP

### Warrant Recap

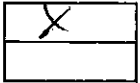
#### Warrant 3

Vendor-----	Amount	Account-----
00817 Torsey Pond Milfoil Program	787.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00099 TPS Group	1,042.80	GENERAL GOVT / Admin - PERSONNEL / RETIREMENT
00099 TPS Group	277.20	SOLID WASTE / TRANSFER STA - PERSONNEL / RETIREMENT
00431 Visual Edge It, Inc	75.00	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
<b>Prepaid Total--</b>	<b>12,704.11</b>	
<b>Current Total--</b>	<b>17,565.20</b>	
<b>Warrant Total--</b>	<b>30,269.31</b>	

July 17, 2022 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
5	16	\$ 617,591.00	Warrant	K Woodsum	One	7/17/2023

SUM \$ 617,591.00



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
R	72804	617,591.00	07/20/23	5	0922 Greenwood Emergency Vehicles, Inc.
<b>Total</b>		<b>617,591.00</b>			

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

# **COMMUNICATIONS**

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

## Readfield Select Board Policy for "Public Communications" Sessions

The Select Board encourages citizens of the Town of Readfield to attend Board meetings, conducted at the Town Office at 6:30 Monday evenings, which are open to both the press and the public except during executive sessions. Executive sessions, which usually occur at the end of a meeting, deal with topics that the open discussion of which may potentially harm the Town, affected individuals or both, or are authorized/mandated by state law. The Select Board follows state law with regard to executive sessions. The Board encourages residents to bring issues of concern or interest of an individual or of the community to the attention of the Select Board. Citizen involvement in Town governance enhances the sense of community that makes Readfield a great place to live, work, and visit. Select Board meetings follow an agenda, which lists the issues the Board will address. The Board wants to hear from citizens and recognizes one way for residents to participate is to speak out in the "Public Communications" sections of each Select Board Meeting. The Select Board also recognizes that efficient, productive and orderly meetings are essential to ensure full and fair consideration of agenda subjects at each meeting. To balance these two interests, the Select Board adopts this Policy to govern the "Public Communications" agenda item of the meetings.

1. Citizens will be allowed to comment on each agenda, with comments pertaining only to the item being discussed before final action is taken. Comments will be limited to three minutes.
2. There will be one "Public Communications" segment at each regularly scheduled Select Board Meeting at the end of the meeting. Each Public Communications segment is limited to fifteen minutes, allowing three (3) minutes per person. Repeat speakers shall be allowed to speak again after anyone wishing to speak has done so and we are still in the fifteen minute allotted time frame. The full fifteen minute time interval will not be reserved for potential discussion. A citizen who is present at the meeting may request the Select Board to extend the Public Communication time, with the Select Board voting on the amount of time and either accepting or rejecting the additional time allocation requested.
3. All public comments or questions shall be directed to the Chairperson, who will recognize each speaker in turn. Remarks may not exceed three minutes per speaker. Each speaker must identify him/herself and the group he/she represents, if applicable. Speakers may not "read into the record" remarks prepared for or directed to another person or entity. This segment of the agenda is intended for brief, usually informal, discussions.
4. A speaker requesting to present a more formal or comprehensive discussion may request in advance to be on the agenda for that evening. To request to be on the agenda, one should contact the Town Manager by Monday noon prior to the following scheduled Select Board Meeting. The "Public Communications" segment is not an appropriate time to request an interpretation and/or decision of the Select Board. All reasonable requests will be considered, but it will be at the Select Board Chairperson's discretion whether to allow an agenda item, depending on the nature of the request and the time available at a specific meeting. Any request to be on the agenda denied by the Chairperson of the Board, may be brought forth before the entire Select Board during Public Communications time for the entire Select Board to review. If a motion is made and passes to add the item to a future agenda, the Chairperson will add it to the agenda within the next two scheduled Select Board meetings.
5. The Select Board will not accept written materials distributed at a Select Board meeting, other than petitions submitted in accordance with state law. Individuals or groups must submit written materials for the Board's attention to the Chairperson of the Select Board, no later than noon on the Monday before the next scheduled Select Board meeting. The Chairperson shall provide to the Town Manager any written materials received from the public for distribution to all Board members. Please reference Number 8 below.
6. Individuals or groups who desire a response from the Select Board are advised to contact the Town Manager and all Select Board Members to request placing an item on the Board's agenda for discussion

or submit a letter rather than relying on a "Public Communications" session. The Select Board shall note any concerns, questions, comments and communications from the public and possibly address at a following meeting. The Chairperson also could direct the individual or group to an appropriate resource for further information. The Select Board will not enter into debate with the public on a topic but may provide factual information regarding the substance of a comment or ask clarifying questions. Following the meeting, the Chairperson, on behalf of the Select Board will submit contact information (if provided) for the member of the public who asked a question or provided a comment to the appropriate resource for further information, if needed.

7. Questions about Town affairs and criticisms or concerns about Town policies, actions, or programs are welcome, provided they do not become personal.

8. No personal attacks on any individual or firm, including Town employees, Town officials, or members of the public, will be tolerated during any meetings. Please direct concerns about Town officials to the Chairperson of the Select Board outside the public meeting. Complaints concerning any employee of the Town, other than the Town Manager, shall be directed only to the Town Manager and are not permitted to be publicly discussed, pursuant to Maine Labor Laws. Complaints involving the Town Manager shall be directed to the Select Board for consideration, but are not permitted to be publicly discussed pursuant to Maine Labor Laws.

9. The Select Board vests in its Chairperson the discretion to terminate any remarks if the speaker does not adhere to this policy. At any time, remaining Select Board members may call a point of order and ask the Chairperson to address any individual(s) that are not abiding by this policy. This pertains to the public, Select Board Members, and all Town employees.

Adopted as policy by the Select Board on 11/05/2012

Amended and adopted on 02/25/2013



**PUBLIC**-We implemented a Public Communications Policy to encourage our citizens to attend meetings and bring forth, to the board's attention, any issues of concern. As a reminder to the public, please have factual information regarding any comment or statement you wish to make. Personal attacks on any individual will not be tolerated. When you are speaking, if you include someone's name, this will only be acceptable in a positive context. If you show disregard for this policy, it will be at the Chair's discretion whether to allow you to continue speaking or to speak at future meetings. The board does not accept documents you wish to turn in during board meetings. You may now address the chair with your comments. Speakers will be limited to 3 minutes unless the board votes to allow longer.

# STANDARDS OF CONDUCT FOR PUBLIC MEETINGS

- . Be courteous, patient, and civil.
- . Keep emotions in check.
- . Respect others' points of view.
- . Assume opponents have positive intentions.
- . Don't take things personally.
- . Identify problems, propose solutions
- . Understand before disagreeing.
- . Disagree without being disagreeable

*Remember we are all neighbors and community members.*





## TOWN OF READFIELD – Town Manager

8 OLD KENTS HILL ROAD, READFIELD, MAINE 04355  
Office (207) 685-4939 • Cell (207) 931-7680  
Email: [manager@readfieldmaine.org](mailto:manager@readfieldmaine.org)

**Date:** July 19, 2023  
**To:** Readfield Select Board  
**From:** Eric Dyer, Town manager  
**Subject:** Discussion of Personnel Matters

### Background:

At the June 20, 2023 Select Board meeting a resident made a series of inappropriate second-hand comments about a Town employee during the Public Comment period of the Select Board meeting. These comments caught me and many others off guard as we have not seen these kinds of personal attacks for several months. While the Select Board did not actively engage in the discussion it is important both legally and ethically for us to not allow this to happen in the future.

### State Law on Personnel Matters:

Personnel matters involving the Select Board should only be discussed in Executive Session per 1-MRS 405 (6)(A) unless the employee waives that right. Employees with a property interest in their employment also have a right to due process.

### Town of Readfield Personnel Policy:

Under our own Town Manager form of government and Personnel Policy the Select Board is seldom involved with personnel matters other than those involving the Town Manager. The public will at times bring concerns to the Select Board, but this should be discouraged and complaints should be immediately communicated to the Town Manager, preferably by the complainant as the Manager will need to speak to them in any event. Select Board involvement in personnel matters is highly problematic from an administrative perspective, and potentially legally as the Select Board may end up arbitrating decisions and discipline by the Manager.

We use a standard progressive disciplinary process in Readfield, in conformity with most other public employers and the conditions of our Collective Bargaining Agreement. This process calls for complaints to be addressed first with the employee, then to the Town Manager, or start with the Town Manager if the situation is particularly fraught. The Town Manager then conducts a review and determination and follows through with any appropriate disciplinary action.

### Summary:

Both State Law and our Personnel Policy strongly support due process where the rights of the employee are respected while enabling appropriate disciplinary action to take place. Public comments from residents or Select Board members short-circuit this process and create compounding problems. We have clear guidance for addressing personnel matters and we need to follow it for the benefit of the Town and our employees. Thank you for keeping this in mind with your own communication and in managing public communication.

**APPOINTMENTS,**  
**REAPPOINTMENTS, &**  
**RESIGNATIONS**

**Eric Dyer**

---

**From:** Contact form at Readfield ME <cmsmailer@civicplus.com>  
**Sent:** Friday, June 9, 2023 4:17 PM  
**To:** Eric Dyer  
**Subject:** [Readfield ME] Resignation Letter (Sent by Michelle Fiori, mnoiles8585@gmail.com)

Hello edyer,

Michelle Fiori ([mnoiles8585@gmail.com](mailto:mnoiles8585@gmail.com)) has sent you a message via your contact form (<https://www.readfieldmaine.org/user/37/contact>) at Readfield ME.

If you don't want to receive such e-mails, you can change your settings at <https://www.readfieldmaine.org/user/37/edit>.

Message:

Good afternoon,

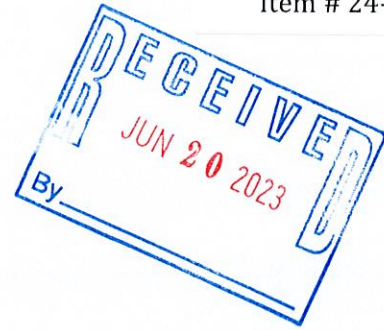
I am reaching out today to let you know I will need to resign from the Library Committee. I accepted the position this past summer and a month later my son was diagnosed with Leukemia. I could've anticipated this huge change in my family's needs. I have had to resign from teaching and unfortunately will need to resign from this committee, in order to focus on my son's medical needs. I have spoken with Pam Mitchell, and we both agree this is the best for both parties, as they really deserve a member than can dedicate more time to this role. I will continue to informally volunteer when I can for the library. I look forward to reapplying in the future when my son's health improves and there's an available opening. Thank you for your understanding in the matter.

Michelle Fiori

July 24, 2023

Item # 24-004

Eric Dyer, Town Manager  
Jay Charette, Superintendent of Schools  
8 Old Kents Hill Road  
Readfield, Maine 04355



June 16, 2023

Dear Mr. Dyer and Mr. Charette,

I am writing to inform you that I am resigning from my seat as a Readfield representative on the RSU #38 School Board as of today.

Please accept this resignation letter and let me know if there is anything else that I need to do in order to complete my resignation.

Thank you for your support.

Best,

Patricia Gordon  
30 Tallwood Drive  
Readfield, ME 04355  
(207)441-8096

§ 2602(4) and 20-A M.R.S.A. § 2305(4)). The municipal officers' role in that case would be limited to calling the town meeting for the election.

A vacancy on a RSU board is filled by municipal officer appointment until the next municipal election when a successor is elected (20-A M.R.S.A. § 1474). A vacancy on a SAD board of directors is filled by appointment until the next annual election by the municipal officers of the municipality in question (20-A M.R.S.A. § 1254(3)). A vacancy on the district committee of a CSD is filled according to 20-A M.R.S.A. § 1653, and a vacancy on the board of trustees is filled according to 20-A M.R.S.A. § 1651, unless the CSD was created by a private and special act which provides otherwise.

### ***School Policy Issues***

School policy issues clearly are beyond the scope of the municipal officers' involvement. Although it is not uncommon for a resident to take a school policy issue to the municipal officers for resolution, the municipal officers are not a local appeals board for school board decisions, and they should not allow themselves to be used as such.

### ***Budget Format and Funding Formula***

Since the school budget represents the lion's share of the tax bill received by taxpayers in a given town, municipal officers across the State are increasingly trying to work with school boards to find ways to keep school expenses down. Where attempts at communication have been unsuccessful, some municipal officers have led petition efforts to propose detailed line item budgets (20-A M.R.S.A. § 15617 or to revise the formula governing the share of the budget borne by each member of a school district. Contact MMA Legal Services for sample line item budget formats. The Maine Legislature has enacted a law that provides an alternative school budget format ("cost center summary budget format," 20-A M.R.S.A. § 1485) that a CSD, RSU or SAD may adopt.

### **WATER AND SEWER BOARD OF TRUSTEES**

Both water districts and sewer districts fall under the definition of "quasi-municipal corporations" in 30-A M.R.S.A. § 2604. Water districts also are public utilities regulated by the Public Utilities Commission, and water district trustees must be elected pursuant to 35-A M.R.S.A. § 6401 *et seq.*, unless the Private and Special Law of the Legislature which created the district states otherwise.

Sewer districts are not regulated in the same manner, and sewer district trustees may be elected or appointed, depending on the terms of the district's articles of incorporation or Private and Special Law. In either case, the district trustees are directly responsible to the



# Readfield MAINE

JUN 21 2023

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

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

<p>Submission information</p> <p>Form: <a href="#">Appointment Application (Web Fillable Form)</a> (1)</p> <p>Submitted by Anonymous (not verified)</p> <p>June 20, 2023 - 4:51pm</p> <p>172.101.4.90</p>
---

**Date**  
June 20, 2023

3 year (2026)  
Re-Appointment

**Which Board, Committee or Commission are you applying for?**  
Budget Cmt

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

**Name**  
Ellen Jane Schneiter

**Street Address**  
122 P Ridge Road, Readfield, ME 04355

**Mailing Address**  
122 P Ridge Road, Readfield, ME 04355

**Phone (Primary)**  
2079495967

**Phone (Secondary)**

**E-Mail**  
ellenjaneschneiter1@gmail.com

**Below please tell us of any experience and/or training that might be useful in this position.**  
I have several years of experience as a member of Readfield's Budget Committee. Additionally, I have many years of experience in finance and, in particular, public finance, having served as the State's Budget Officer and the Commissioner for Finance. I am also a member of the Maine Governmental Facilities Authority Board, which is part of the Maine Bond Bank.

**If you are currently employed, what is your position?**  
In December 2022 I retired as Deputy Director/CFO of a national nonprofit health policy organization called the National Academy for State Health Policy.

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



I would like to continue to use my experience and expertise to support my community as a member of this Board.

**Electronic Signature**  
Ellen Jane Schneider

Check one!

	I DO	I DO NOT
I DO/DO NOT approve the use of my contact information (address, email, phone) on the Town's public sites and publications.	X	

Source URL: <https://www.readfieldmaine.org/node/6133/submission/7341>

**Links**

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

**CLERK'S USE BEFORE THE APPOINTMENT**

Please check one:  1<sup>st</sup> time Appointment  Re-Appointment

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

Confirmation from Applicant of attendance at Select Board Meeting if required.

N/A

**SELECT BOARD APPROVAL**

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

7/24/23 thru 6/30/26. Given under our hand this , day of , 20  

\_\_\_\_\_  
Steven DeAngelis

\_\_\_\_\_  
Carol Doorenbos

\_\_\_\_\_  
Sean Keegan

\_\_\_\_\_  
David Linton

\_\_\_\_\_  
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

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.

Please check one:

1<sup>st</sup> time appointment

Re-Appointment

Which Board, Committee or Commission  
are you applying for?

ROAD COMMITTEE

Term:

3 YRS

Name:

MICHAEL LABERGE

Phone (H):

207-458-4798

Street address:

285 Sturtevant Hill Road

Phone (C):

—

Mailing address:

PO Box 162, READFIELD

E-Mail:

MICHAELLABERGE@ATTN.COM

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

I have been a MaineDOT employee for 17 years.  
I have a variety of knowledge of ROAD related matters.

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

I would like to continue my service to the town.  
I have served on the Committee for 6 years, and  
I believe we have a good group.

If you are currently employed, what is your position?

Maine DOT, Local Projects Coordinator

APPLICATION FOR APPOINTMENT FOR:

Name: MICHAEL LABERGE Position: ROAD COMMITTEE Term: 3 yrs

"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!

[X] 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: Michael Salje Date: 6/23/23

CLERK'S USE BEFORE THE APPOINTMENT

Please check one: [ ] 1st time Appointment [X] Re-Appointment

Was this position advertised? [ ] Yes [ ] No If no, please explain: Re-Appnt

Confirmation from Applicant of attendance at Select Board Meeting if required.

N/A

SELECT BOARD APPROVAL

To Michael Laberge of Readfield, in the County of Kennebec and State of Maine: There being a position on the Road 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:

7/24/23 thru 6/30/26. Given under our hand this [ ] , day of [ ] , 20\_\_

Steven DeAngelis

Carol Doorenbos

Sean Keegan

David Linton

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

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.

Please check one:

1<sup>st</sup> time appointment

Re-Appointment

as Full Time - moving from Alt pos.

Which Board, Committee or Commission

are you applying for?

Planning Board

Term:

5 Year

Name: George S. O'Connor

Phone (H): \_\_\_\_\_

Street address: 15 Sunrise Lane

Phone (C): 207-458-1674

Mailing address: Readfield, ME 04355

E-Mail: Goconnorrealtors@gmail.com

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

As a Realtor I have experience dealing with people and property. Also current alternate Planning board member.

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

Move from alternate to full-time board member.

If you are currently employed, what is your position?

Realtor at Rizzo Mattson Realtors in Augusta

APPLICATION FOR APPOINTMENT FOR:

Name: George O'Connor Position: Planning Board Term: 5 Year

"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!

[X] 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: George S. O'Connor Date: 6-23-2023

CLERK'S USE BEFORE THE APPOINTMENT

Please check one: [X] 1st time Appointment [ ] Re-Appointment as FT member from Alt. member

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

Confirmation from Applicant of attendance at Select Board Meeting if required.

N/A - Alt member currently on Planning Board

SELECT BOARD APPROVAL

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

7/24/23 thru 6/30/28. Given under our hand this [ ] day of [ ], 20\_\_

Steven DeAngelis Carol Doorenbos Sean Keegan David Linton 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:

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**TOWN OF READFIELD**  
**APPOINTMENT APPLICATION**

OFFICE USE  
**MAY 30 2023**  
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.

Please check one:  1<sup>st</sup> time appointment  re-appointment

Which Board, Committee or Commission

are you applying for?

Planning Board

Term:

Full Term

*5 year*

*do not opt/not as ATT as att*

Name: Peter Bredlerman

Phone (H): 207-685-9361

Street address: 80 Thundercastle Road

Phone (C): 207-446-2484

Mailing address: PO Box 80

E-Mail: pbredlerman@gmail.com

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

*I have been a member of the Readfield Board of Appeals for approximately 15 years. My experience in that position and as a longer representing person will and use as well may be helpful.*

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

*I am happy with my service on the Board of Appeals. I now have the time for more involvement on a board.*

If you are currently employed, what is your position?

APPLICATION FOR APPOINTMENT FOR:

Name: Peter Bickerman Position: Planning Board Term: 2023

"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!

[X] 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: Pats Brien Date: 5/30/2023

CLERK'S USE BEFORE THE APPOINTMENT

Please check one: [X] 1st time Appointment [ ] Re-Appointment

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

Confirmation from Applicant of attendance at Select Board Meeting if required.

July 24, 2023 - currently on other Boards

SELECT BOARD APPROVAL

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

7/24/23 thru 6/30/28. Given under our hand this [ ] day of [ ], 20\_\_.

Dennis Price

Steve DeAngelis

Sean Keegan

Carol Doorenbos

Kathryn Mills Woodsum

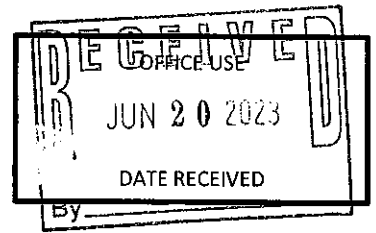
CLERK'S USE AFTER THE APPOINTMENT

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



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.

Please check one:  1<sup>st</sup> time appointment  Re-Appointment

Which Board, Committee or Commission are you applying for?

Planning Board (ALT)

Full slot preferred

Term: 2023-2027

Name: Brandon Fike Phone (H):

Street address: 374 Church Road Phone (C): 207-458-3108

Mailing address: 374 Church Road

E-Mail: bfike374@gmail.com

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

As an owner of both woodland and working farmland I believe I can be helpful on land use issues.

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

I want to help Readfield continue to be a great place to raise a family.

If you are currently employed, what is your position?

Sawmill Employee

APPLICATION FOR APPOINTMENT FOR:

Name: Brandon Fike Position: Planning Board Term: 2023-2027

"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: Brandon Fike Date: 6-20-23

CLERK'S USE BEFORE THE APPOINTMENT

Please check one: 1st time Appointment Re-Appointment
Was this position advertised? Yes No If no, please explain:

Confirmation from Applicant of attendance at Select Board Meeting if required.

July 24, 2023

SELECT BOARD APPROVAL

To Brandon Fike of Readfield, in the County of Kennebec and State of Maine: There being a position on the Planning Board - At 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:

7/24/23 thru 6/30/27. Given under our hand this , day of , 20

Steven DeAngelis

Carol Doorenbos

Sean Keegan

David Linton

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  
6/21/23  
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.

Please check one:

1<sup>st</sup> time appointment

Re-Appointment

Full slot preferred

Which Board, Committee or Commission

are you applying for?

Planning Board

Term:

alternate

Name: John T. Mitchell

Phone (H): (207)

Street address:

Phone (C):

Mailing address: same

E-Mail:

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

Spent much of my career doing environmental and land use policy work for Maine and Florida state government. Was a member of the Readfield Planning Board from 2004 - 2008. I left the position when I moved out of state for work.

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

Volunteer/contribute to town governance in an area where I have knowledge and experience

If you are currently employed, what is your position?

retired (attorney)

**APPLICATION FOR APPOINTMENT FOR:**

Name: John T. Mitchell Position: Planning Board Term: alternate

"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: John T. Mitchell Date: June 21, 2023

**CLERK'S USE BEFORE THE APPOINTMENT**

Please check one:  1<sup>st</sup> time Appointment  Re-Appointment

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

Confirmation from Applicant of attendance at Select Board Meeting if required.

July 24, 2023

**SELECT BOARD APPROVAL**

To John Mitchell of Readfield, in the County of Kennebec and State of Maine: There being a position on the Planning Board-Alt 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:

7/24/23 thru 6/30/28. Given under our hand this , day of , 20\_\_

\_\_\_\_\_  
Steven DeAngelis

\_\_\_\_\_  
Carol Doorenbos

\_\_\_\_\_  
Sean Keegan

\_\_\_\_\_  
David Linton

\_\_\_\_\_  
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

Peter G. Thompson  
313 Winthrop Road  
Readfield, Maine 04355-3533

# TOWN OF READFIELD

## APPOINTMENT APPLICATION

Readfield Select Board

July 24, 2023

Item # 24-009

JUN 20 2023

DATE RECEIVED

By \_\_\_\_\_

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.

Please check one:

1<sup>st</sup> time appointment

Re-Appointment

Which Board, Committee or Commission

are you applying for?

Kennebec Regional Development Authority

Term:

1-year

Name: Peter G. Thompson

Phone (H):

Street address:

Phone (C):

207-

Mailing address:

Readfield ME 04355

E-Mail:

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

Former Mayor of Augusta; President & CEO, Kennebec Valley Chamber of Commerce; A Founder of KRDA; member, Augusta Board of Trade; member, Capitol Planning Commission

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

I assisted in startup of KRDA, closely followed its progress, served as moderator of budget meetings, and feel that I can well serve Readfield's interests in this unique development tool.

If you are currently employed, what is your position?

NA

APPLICATION FOR APPOINTMENT FOR:

Name: Peter G. Thompson Position: KRDA Rep. Term: 1 year

"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: 6/15/2023

CLERK'S USE BEFORE THE APPOINTMENT

Please check one: [X] 1st time Appointment [ ] Re-Appointment
Was this position advertised? [X] Yes [ ] No If no, please explain:

Confirmation from Applicant of attendance at Select Board Meeting if required.

Monday, July 24, 2023

SELECT BOARD APPROVAL

To Peter Thompson of Readfield, in the County of Kennebec and State of Maine: There being a position on the KRDA Rep. 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:

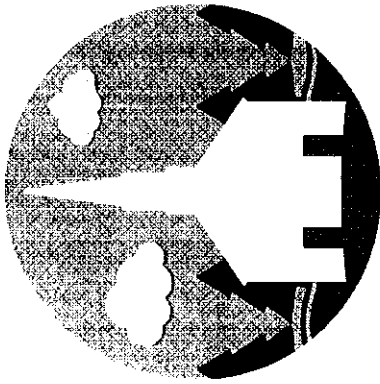
7/24/23 thru 6/30/24. Given under our hand this [ ] day of [ ], 20

Steven DeAngelis Carol Doorenbos Sean Keegan
David Linton 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:

# **OLD BUSINESS**



## READFIELD HERITAGE DAYS

Friday, August 11

5pm - 7pm

Readfield Historical Society  
Wine & Cheese Social

7pm-9pm

Readfield Beach  
Oldies Dance and Sock Hop

Saturday, August 12 - ALL DAY

Heritage Days Achievement Quest  
Children 15 and under

Unlock each achievement on the list and win CASH!  
Quest forms available at the Town Office

<https://www.facebook.com/readfieldheritagedays>

7am - 10am	Breakfast with the Masons - \$8 Masonic Hall - Main St.
9am - 1pm	Library Book Sale - Fire Station
10am - 11:30pm	History Walk with Dale Potter-Clark - Masonic Hall
10am - 2pm	Kickball Championship - Fairgrounds
12pm - 4pm	Maker's Market and Community Fair at the Beach! FOOD/GAMES/FUN!!!
12pm - 4pm	Union Meeting House Vestry Open (1-3pm Ice Cream/Face Painting)
1pm - 4pm	The Evan Haines Trio LIVE MUSIC - Beach
1pm - 3pm	"Women of Color" - Artist Reception The Gallery
5pm	Beach closes for fireworks prep
5pm - 7pm	Volunteer Potluck and Spirit of America Awards - Town Hall
9:00pm	Fireworks at the Beach

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Parking available at the beach!



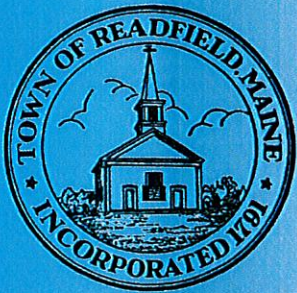
# Readfield Heritage Days Volunteer Appreciation Community Potluck

**Saturday August 12, 2023**

**5:00 - 7:00 pm at Gile Hall**



**READFIELD  
HERITAGE DAYS**



All are welcome to attend this community event to share some food and celebrate the contributions of our many dedicated volunteers!

## Potluck Dinner (starts at 5:00 pm):

It's a potluck, so please bring serving utensils and a dish or dessert to share. Paper products (plates, cups, and bowls) and utensils will be provided but please feel free to bring your own. We'll have lemonade, iced tea, and a pot of coffee!

## Volunteer Appreciation (starts around 6:00 pm):

1. Welcome - *5 minutes*
2. Volunteer Appreciation Statements - *5 minutes*
3. Spirit of America Awards - *15 minutes*
4. Open mic for those wishing to thank or recognize our volunteers

*Let's  
Celebrate!*



## Outline for capital improvements article policy

**Background:** On June 20, the Select Board reviewed several options for a new approach to presenting capital items in the budget warrant. There was a great deal of constructive discussion but no decisions were reached. The Board asked for additional information and options.

The approach previously presented as Option 3, based in part on dollar thresholds, appealed to some members because it seemed to be objective and easy to administer. However, in the 2023-2024 budget, it would have added six capital expenditure articles and several additional revenue articles.

During the June 20 discussions, a format based on a “need to have” vs “want to have” approach received some support but there were concerns that this might be too subjective: what some SB members, and voters, might see as “need to have” items, others might see as only “want to have” items, or vis-versa. However, this general approach, with some added definition, may be a good basis for a proposed new policy.

It is important to keep in mind that this discussion considers how capital items would appear in the budget warrant, after the SB has determined which will be in the budget.

**Proposed new policy:** Similar to the approach noted above, the proposed new policy relies on dividing capital items between “necessary property maintenance” and “property enhancements and additions.”

A single “Necessary Property Maintenance” article would include

- road repairs and preventive maintenance
- building and structure repairs and preventive maintenance
- replacement of equipment items at the ends of their useful lives

One or more “Property Enhancements and Additions” articles would include

- construction of new roads, road extensions, sidewalks
- construction of new buildings/structures
- repurposing of existing buildings for new purposes
- purchase of new equipment, other than replacements

The SB would determine if some of the enhancement/addition items would be bundled or if all would be in separate articles.

**evaluation of option 3**

requires = or > report in separate article if  
 23-24 amt new bonding \$50,000 and = or > \$10,000 increase over prior year  
 by greater of \$5,000 or 10%

gile hall	10,000	no	no	no	no	no	pool
library bldg	5,000	no	no	no	no	no	pool
open space	50,000	no	yes	no	no	no	separate
cemetaries	17,000	no	no	no	no	yes	separate
sidewalk	67,500	no	yes	yes	yes	yes	separate
roads	325,000	no	yes	no	no	no	separate
equipment	33,000	no	no	no	no	yes	separate
equipment leases	6,177	no	no	no	no	no	pool
transfer station	60,548	no	yes	no	no	no	
total	574,225						

<b>vs prior year</b>	<b>23-24</b>	<b>22-23</b>	<b>\$change</b>	<b>% change</b>	<b>must be separate</b>
gile hall	10,000	20000	-10,000	-50.0%	open space because = to or > 50,000
library bldg	5,000	15000	-10,000	-66.7%	cemetaries because increased by > 5k or 10%
open space	50,000	50000	0	0.0%	sidewalk because =/> 50K gross and not in 22/23
cemetaries	17,000	10000	7,000	70.0%	roads because =/50k
sidewalk	67,500	0	67,500	#DIV/0!	equipment because increased by >5k and 10%
roads	325,000	350000	-25,000	-7.1%	transfer station because =/> %50k gross
equipment	33,000	15000	18,000	120.0%	
equipment leases	6,177	6177	0	0.0%	
transfer station	60,548	61508	-960	-1.6%	
total	574,225				

# **NEW BUSINESS**



## TOWN OF READFIELD

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

### BUILDING PERMIT FEE SCHEDULE

A Building Application must be filed for all construction in the town of Readfield when the construction or project cost is \$2000 or more. This includes all renovation, restoration, remodel, reconstruction, relocation of a structure, new build, new or change of use, including mobile or modular homes.

**Building Permits** Where fees are based on square foot.

All building permits \$50.00 minimum (no min)

#### Residential

Primary Dwellings \$ 25.00 base plus \$0.20 per sq. ft. of floor area. **.10 per**

Accessory: \$15.00 base plus \$0.10 per sq. ft. of floor area. **.05 per**

Accessory includes, but not limited to: Decks, Sheds, Pools, Greenhouses

#### Commercial

Primary Build \$50.00 base plus \$0.25 per sq. ft. of floor area. **.12 per**

Accessory \$35.00 base plus \$0.15 per sq. ft. of floor area. **.09 per**

**In cases where there is not a square foot calculation, determine combined material and FAIR MARKET labor cost to base fee on use the following:**

\$ 2000 - \$ 4999.....\$ 50.00 **25.00**

\$ 5000 - \$14999.....\$ 75.00 **45.00**

\$15000- \$20000.....\$ 100.00 plus \$1 per each \$1000 over \$20,000 **60.00 plus 3.00 per 5000 over 20,000**

#### Plumbing Fees: all plumbing same

Internal \$10.00 per fixture minimum fee of \$40

External \$100.00 + \$20.00 if a variance is required.

DEP surcharge \$15.00 shall be added to all first time external permits

**New Driveway Entrances:** onto public or private roads.... \$45.00 **25.00**

**New Private Road Naming and Sign Installations:**.....\$150.00 **100.00**

**Floodplain Permits:** Minor - \$50.00 Major - \$100.00 **25.00 and 50.00**

**Sign & Use Permits:** \$50 either combined, or separate. **25.00**

**Demolition permit:** \$55.00 **25.00**

**Revised or Renewal Permits:** \$55.00 **25.00**

## PLANNING BOARD HEARING SUBMISSION FEES

<u>Value of Project</u>	<u>Fee</u>	
Up to \$100,000	\$150	\$100 all
\$100,001 to \$ 500,000	\$250	
\$500,001 to \$1,000,000	\$400	
\$1,000,001 and over	\$750	

“Value of Project” is considered the fair market value of all labor and materials associated with the project requiring site review. The above fee schedule does not include other fees that may be required as part of this project, for example, building and plumbing permit fees.

Additional fees may also be charged for hearing costs such as printing, mailing, newspaper notices, and professional services deemed necessary and allowed under the LUO.

### Subdivision Review

Minor subdivisions	\$250
Major subdivisions	\$250 plus \$75 per lot





## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

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

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

### REQUEST FOR PROPOSALS (RFP)

## Nickerson Hill Rd. and P Ridge Rd. Intersection Reconstruction

INTRODUCTION - The Town of Readfield seeks proposals from qualified firms to complete road re-alignment and reconstruction at the intersection of Nickerson Hill Road and P Ridge Road. Over the decades what was once a T intersection was rounded off and migrated outside of the Town of Readfield's Right Of Way (ROW). The purpose of this work is to return the paved road to within the ROW, square up the intersection, and perform associated grading and drainage improvements.

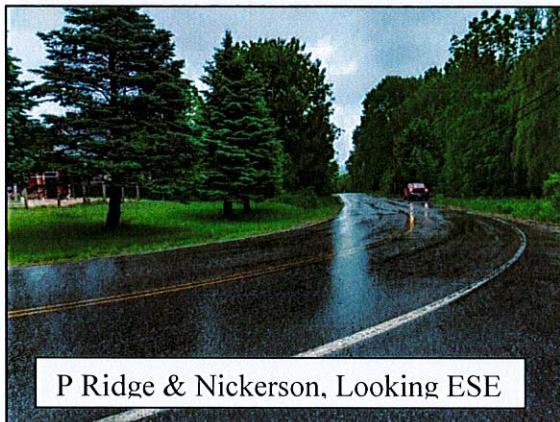
All proposals are to be submitted in sealed envelopes or via email marked "INTERSECTION RFP DOCUMENTS – DO NOT OPEN" addressed to the Town Manager, Readfield Town Office, 8 Old Kents Hill Road, Readfield, Maine 04355 or [manager@readfieldmaine.org](mailto:manager@readfieldmaine.org) before **3:00 P.M.** on **Thursday, July 6, 2023** at which time they will be publicly opened. Proposal forms and specifications may be obtained at the Town Manager's office. The Town of Readfield reserves the right to accept any or reject any or all proposals. Proposers may be present at the proposal opening if so desired.

### IMPORTANT DATES

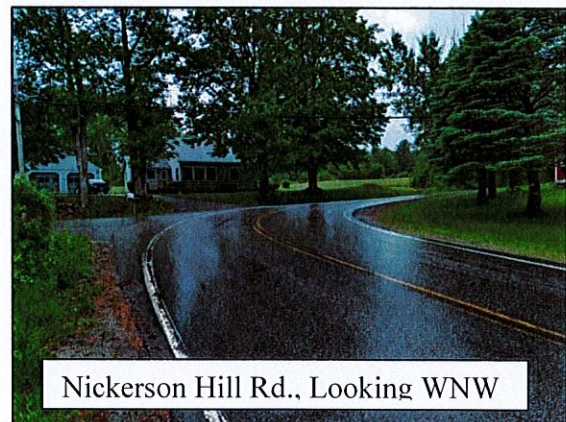
<b>Pre-Bid Meeting:</b>	<b>June 22, 2023, at 8:00am, On-site</b>
<b>Proposals Due:</b>	<b>July 6, 2023, at 3:00pm, Readfield Town Office</b>
<b>Work Initiation Date:</b>	On or after July 24, 2023
<b>Completion Date:</b>	On or before November 24, 2023 (unless otherwise negotiated)

### SITE LOCATION & PHOTOS

The work site is located at the intersection of P Ridge Road and Nickerson Hill Road, in Readfield ME. The closest physical address is 212 P Ridge Road.



P Ridge & Nickerson, Looking ESE



Nickerson Hill Rd., Looking WNW





**PROPOSAL FORM - 6/28/2023**

**Company Information**

Company Name: C.H. Stevenson, Inc.

Company Address: 190 Walton Road, Wayne, ME 04284

Primary Contact: Trevor L. Knell

Telephone: 207-685-3600

Email: tknell@chstevensoninc.com

**Proposal**

<b>Nickerson Hill Rd. and P Ridge Rd. Intersection Realignment and Reconstruction</b> <i>(breakout areas are suggested but not required, "PROJECT TOTAL" is required)</i>		
General		\$ 5770.00
Demolition, Site Prep.		\$ 9095.00
Drainage, Culverts, Rip-rap		\$ 14,890.00
Gravel, Grading, Paving, Striping		\$ 26,365.00
Loam and Seed, Finish Work		\$ 5805.00
	<b>PROJECT TOTAL</b>	<b>\$ 61,925.00</b>
Culvert Replacement Alternate (per Addendum 1)		\$ 8450.00

**Addenda Acknowledgement**

Addendum No.	Addendum Summary	Date Received
1	Culvert Replacement Alternate & Answers to Questions	6/28/2023

**Checklist** (some items may be submitted after contract award, as noted)

✓	Item
X	Completed Proposal Form
X	List of Subcontractors <i>(at time of proposal, subject to change)</i> <b>Spencer Group Paving</b>
X	List of Equipment <b>Excavators, Dozer, Pavers, Rollers, Dump Trucks</b>
X	List of References <i>(municipal or institutional preferred)</i> <b>See Attached</b>
n/a	List of Variances, Deviations, or Proposed Substitutions <b>None</b>
n/a	Certificates of Insurance <i>(may be submitted after award)</i> <b>After NOA</b>

**Signature**

Authorized Signature: 

Name: Trevor L. Knell

Title: Estimator

Date: July 6, 2023

## PROPOSAL FORM - 6/28/2023

### Company Information

Company Name: St. Laurent & Son

Company Address: 20 Highland Spring Rd. Lewiston, ME

Primary Contact: Ryan Lavole

Telephone: 207-784-7944 Email: ryan@stlaurentandson.com

### Proposal

<b>Nickerson Hill Rd. and P Ridge Rd. Intersection Realignment and Reconstruction</b> <i>(breakout areas are suggested but not required, "PROJECT TOTAL" is required)</i>		
General	\$	12,300.00
Demolition, Site Prep.	\$	19,230.00
Drainage, Culverts, Rip-rap	\$	22,400.00
Gravel, Grading, Paving, Striping	\$	33,570.00
Loam and Seed, Finish Work	\$	10,700.00
<b>PROJECT TOTAL</b>	<b>\$</b>	<b>98,200.00</b>
Culvert Replacement Alternate (per Addendum 1)	\$	21,500.00

### Addenda Acknowledgement

Addendum No.	Addendum Summary	Date Received
1	Culvert Replacement Alternate & Answers to Questions	6/28/23

### Checklist (some items may be submitted after contract award, as noted)

✓	Item
✓	Completed Proposal Form
✓	List of Subcontractors <i>(at time of proposal, subject to change)</i>
✓	List of Equipment
✓	List of References <i>(municipal or institutional preferred)</i>
✓	List of Variances, Deviations, or Proposed Substitutions
✓	Certificates of Insurance <i>(may be submitted after award)</i>

### Signature

Authorized Signature: 

Name: Joe Perryman

Title: Vice President

Date: 7/6/2023

**PROPOSAL FORM - 6/28/2023**

**Company Information**

Company Name: CCC Construction, LLC  
Company Address: 13 Callahan Drive Augusta, Me 04330  
Primary Contact: Peter Callahan  
Telephone: 207-441-6057 Email: CallahanLC@yahoo.com

**Proposal**

<b>Nickerson Hill Rd. and P Ridge Rd. Intersection Realignment and Reconstruction</b> <i>(breakout areas are suggested but not required, "PROJECT TOTAL" is required)</i>		
General	\$	14,000.00
Demolition, Site Prep.	\$	10,950.00
Drainage, Culverts, Rip-rap	\$	14,000.00
Gravel, Grading, Paving, Striping	\$	60,000.00
Loam and Seed, Finish Work	\$	5,000.00
<b>PROJECT TOTAL</b>	<b>\$</b>	<b>123,950.00</b>
Culvert Replacement Alternate (per Addendum 1)	\$	12,240.00


**Addenda Acknowledgement**

Addendum No.	Addendum Summary	Date Received
1	Culvert Replacement Alternate & Answers to Questions	6/29/23

**Checklist** (some items may be submitted after contract award, as noted)

<input checked="" type="checkbox"/>	Item
<input type="checkbox"/>	Completed Proposal Form
<input type="checkbox"/>	List of Subcontractors <i>(at time of proposal, subject to change)</i>
<input type="checkbox"/>	List of Equipment
<input type="checkbox"/>	List of References <i>(municipal or institutional preferred)</i>
<input type="checkbox"/>	List of Variances, Deviations, or Proposed Substitutions
<input type="checkbox"/>	Certificates of Insurance <i>(may be submitted after award)</i>

**Signature**

Authorized Signature:   
Name: Peter Callahan  
Title: owner  
Date: 7/6/23

Company Name: FORD Enterprises  
 Company Address: 318 Hackett Mountain Road Hope, ME, 04847  
 Primary Contact: Dan Ford  
 Telephone: 323-2755 Email: fordsl@gmail.com

**Proposal**

Nickerson Hill Rd. and P Ridge Rd. Intersection Realignment and Reconstruction (breakout areas are suggested but not required, "PROJECT TOTAL" is required)		
General		\$ 24,000
Demolition, Site Prep.		\$ 22,500
Drainage, Culverts, Rip-rap		\$ 24,000
Gravel, Grading, Paving, Striping		\$ 42,000
Loam and Seed, Finish Work		\$ 20,000
	<b>PROJECT TOTAL</b>	<b>\$ 132,500</b>
	Culvert Replacement Alternate (per Addendum 1)	\$ 12,500

**Addenda Acknowledgement**

Addendum No.	Addendum Summary	Date Received
1	Culvert Replacement Alternate & Answers to Questions	6/22/23

**Checklist** (some items may be submitted after contract award, as noted)

✓	Item
	Completed Proposal Form
	List of Subcontractors (at time of proposal, subject to change)
	List of Equipment
	List of References (municipal or institutional preferred)
	List of Variances, Deviations, or Proposed Substitutions
	Certificates of Insurance (may be submitted after award)

**Signature**

Authorized Signature: 

Name: Daniel Ford

Title: owner

Date: 7/5/23

RESOLUTION OF THE SELECT BOARD OF THE TOWN OF READFIELD, MAINE  
DECLARATION OF OFFICIAL INTENT

WHEREAS, the Town of Readfield, Maine (the “Governmental Unit”) is authorized by 30-A MRSA §§ 5722 and 5772 to borrow money for the purpose of financing the purchase of a pumper-tanker fire truck ( the “Project”); and

WHEREAS, pursuant to law, the article to authorize borrowing for the Project in an amount up to \$348,057 was submitted to the voters of the Governmental Unit at a town meeting held on June 13, 2023; and

WHEREAS, the voters casting “yes” with respect to the acceptance of the article constituted a majority of the legal voters voting at the election;

WHEREAS, the Select Board has determined that not more than \$348,057 should be borrowed for the purpose of providing the funds for the Project and that for that purpose the general obligation bonds of the Governmental Unit in an aggregate principal amount not to exceed \$348,057 (the “Securities”) should be issued;

WHEREAS, the Governmental Unit anticipates making certain expenditures with respect to the Project prior to the issuance of the Securities;

WHEREAS, the Governmental Unit intends to allocate certain proceeds of the Securities to reimburse the Governmental Unit for any such expenditures made with respect to the Project; and

WHEREAS, Treasury Regulation §1.150-2 requires that the Governmental Unit declare its official intent to reimburse itself for any expenditures made with respect to the Project from the proceeds of the sale of the Securities no later than sixty (60) days after the payment of such expenditures;

NOW THEREFORE, BE IT RESOLVED BY THE SELECT BOARD OF THE TOWN OF READFIELD, MAINE AS FOLLOWS:

Section 1. The Governmental Unit reasonably expects to issue and sell the Securities to an investment bank, a financial institution, the Maine Municipal Bond Bank, the United States of America or any other person or persons (each a “Purchaser”) and appropriate the proceeds thereof to pay for all or a portion of the cost of the Project on such terms and conditions as may be approved by the Select Board.

Section 2. The Town Manager, Treasurer and Clerk are hereby authorized to make application on behalf of the Governmental Unit to one or more Purchasers for the purpose of requesting that the Purchaser purchase the Securities.

Section 3. For the purposes of Treasury Regulation §1.150-2, the Governmental Unit reasonably expects to use proceeds received from the sale of the Securities to reimburse certain expenditures (including expenditures made within the last sixty (60) days) temporarily advanced

from funds currently held in the General Fund of the Governmental Unit used to pay all or a portion of the cost of the Project. The maximum principal amount of debt anticipated to be issued by the Governmental Unit for the Project, including for reimbursement purposes is \$348,057.

Section 4. The Governmental Unit intends that all expenditures to be reimbursed from the proceeds of the sale of the Securities shall be capital expenditures, costs of issuance of the Securities, or other expenditures permitted or contemplated by Treasury Regulation §1.150-2(d)(3), and that all reimbursements contemplated by this Resolution shall be made within three (3) years of the later of the date on which the expenditure is paid or the date on which the Project is placed in service.

Section 5. The engagement of the law firm of Preti, Flaherty, Beliveau & Pachios, LLP to act as bond counsel to the Governmental Unit, to advise the Governmental Unit with respect to the issuance of the Securities, to prepare documentation and to render opinions as may be required by a Purchaser is hereby ratified, approved and affirmed.

Section 6. All actions heretofore taken by the Select Board, the Town Manager, the Treasurer and Clerk of the Governmental Unit, and other officers, officials, and agents of the Governmental Unit, in furtherance of the Project and the full purport and intent of this Resolution, are hereby ratified, approved, and affirmed.

Section 7. The Select Board, the Town Manager, the Treasurer and Clerk of the Governmental Unit, and other officers, officials and agents of the Governmental Unit, are hereby authorized to execute and deliver any and all instruments, agreements, certificates, and other documents and to take any and all actions, including affixing the seal of the Governmental Unit, as may be necessary, convenient or appropriate to carry out the full purport and intent of the foregoing orders or any one of them.

Section 8. This Resolution shall take effect immediately.

*[Signatures Follow]*

Approved \_\_\_\_\_, 2023, by the Select Board of the Town of Readfield, Maine, at a meeting duly convened and conducted in Readfield, Maine.

TOWN OF READFIELD, MAINE

By: \_\_\_\_\_  
Kathryn Mills Woodsum, Chair  
Select Board Member

By: \_\_\_\_\_  
Sean Keegan, Vice Chair  
Select Board Member

By: \_\_\_\_\_  
Carol Doorenbos  
Select Board Member

By: \_\_\_\_\_  
Steve DeAngelis  
Select Board Member

By: \_\_\_\_\_  
David Linton  
Select Board Member

# MAINE MUNICIPAL BOND BANK

## 2023 FALL BOND ISSUE SCHEDULE

Capital financing through the Bond Bank's General Bond Resolution Program allows borrowers to take advantage of the Bond Bank's high investment grade rating, low interest rates and reduced issuance and post issuance costs. Traditionally twice a year, in the spring and fall, the Bond Bank will consolidate eligible applicants and engage in a bond sale. From application to receipt of funds the bond issuance process usually lasts three to four months. Below is the schedule for the Bond Bank's Fall Issue.

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**Tuesday, August 1<sup>st</sup> – Application Deadline**

**Wednesday, August 23<sup>rd</sup> – Application Approval (Board Meeting)**

**Wednesday, September 13<sup>th</sup> – Preliminary opinions and loan agreements due from bond counsel of each borrower**

**Thursday, September 14<sup>th</sup> – Last date for signing school contracts and rates in place for water district. PUC approvals due**

**Week of October 2<sup>nd</sup> – Maine Municipal Bond Bank Pricing**

**Monday, October 23<sup>rd</sup> – Final documents due from bond counsel**

**Wednesday, November 1<sup>st</sup> – Pre-closing**

**Thursday, November 2<sup>nd</sup> – Closing – Bond proceeds available (1:00pm)**

If you would like to participate in or have any questions regarding the 2023 Fall Bond Issue, please contact Toni Reed at 1-800-821-1113, (207)622-9386 ext. 213 or [treed@mmbb.com](mailto:treed@mmbb.com).





**GREENWOOD EMERGENCY VEHICLES, LLC**

**530 John Dietsch Boulevard  
North Attleboro, Massachusetts 02763  
(508) 695-7138**

**FIRE APPARATUS PROPOSAL**

**JUNE 28, 2023**

THIS PROPOSAL HAS BEEN PREPARED FOR:

**TOWN OF READFIELD  
8 KENT'S HILL ROAD  
READFIELD, MAINE 04355**

WE HEREBY PROPOSE TO FURNISH TO YOU, SUBJECT TO PROPER EXECUTION OF THE ATTACHED AGREEMENT BY YOU AND BY AN OFFICER OF THIS COMPANY, THE FOLLOWING VEHICLE AND EQUIPMENT TO BE BUILT IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS:

**QUANTITY:            ONE (1)**

**MODEL:                E-ONE-FREIGHTLINER PUMPER**

**PRICE:                \$647,591**

**PRE-PAY OPTION: IF THE TOWN CHOOSES TO MAKE A FULL PRE-PAYMENT AT TIME OF CONTRACT A DISCOUNT OF \$30,000 IS AVAILABLE**

**NFPA/EPA:            IF CUMMINS MANDATES A MOTOR MODEL CHANGE AFTER THE SALE OF THE VEHICLE THE CUSTOMER WILL BE RESPONSIBLE FOR ANY ADDITIONAL COST. A DETAILED CHANGE ORDER WILL BE PROVIDED.**

DELIVERY WILL BE **F.O.B. ROEADFIELD, ME** AFTER RECEIPT AND PROPER EXECUTION OF THE ATTACHED AGREEMENT BY BOTH PARTIES. VEHICLE WILL BE COMPLETED AT THE FACTORY **810 DAYS** AFTER RECEIPT OF SIGNED CONTRACT.

THIS PROPOSAL SHALL EXPIRE UNLESS ACCEPTED WITHIN **THIRTY (30)** DAYS AND MAY BE EXTENDED, IN WRITING, AT THE DISCRETION OF THE COMPANY.

THE UNDERSIGNED CERTIFIES UNDER PENALTIES OF PERJURY THAT THIS BID OR PROPOSAL HAS BEEN MADE AND SUBMITTED IN GOOD FAITH AND WITHOUT COLLUSION OR FRAUD WITH ANY OTHER PERSON. AS USED IN THIS CERTIFICATION, THE WORD "PERSON" SHALL MEAN ANY NATURAL PERSON, BUSINESS, PARTNERSHIP, CORPORATION, UNION, COMMITTEE, CLUB OR OTHER ORGANIZATION, ENTITY OR GROUP OF INDIVIDUALS.

GREENWOOD EMERGENCY VEHICLES, LLC

**Chris Champagne**  
**VP OF SALES & MARKETING**

## **CONTRACT**

THIS CONTRACT MADE IN DUPLICATE, BY AND **BETWEEN GREENWOOD EMERGENCY VEHICLES, LLC.** - PARTY OF THE FIRST PART, HEREINAFTER REFERRED TO AS "THE COMPANY", AND: **READFIELD, ME,** BY ITS AUTHORIZED REPRESENTATIVES - PARTY OF THE SECOND PART, HEREINAFTER REFERRED TO AS "THE BUYER", WITNESSETH AS FOLLOWS:

1. THE COMPANY AGREES TO SELL, UPON THE CONDITIONS WRITTEN BELOW, VEHICLE AND EQUIPMENT IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS, WHICH ARE MADE A PART OF THIS AGREEMENT AND CONTRACT. IN THE EVENT THAT THE COMPANY'S SPECIFICATIONS AND THE BUYER'S SPECIFICATIONS ARE INCORPORATED IN THIS AGREEMENT, BUT ARE IN CONFLICT WITH ONE ANOTHER, THE COMPANY'S SPECIFICATIONS SHALL APPLY.
2. THE SAID VEHICLE AND EQUIPMENT SHALL BE DELIVERED BY THE COMPANY AFTER RECEIPT OF ORDER AND THE EXECUTION OF THE CONTRACT BY THE BUYER, AND THE RECEIPT AND ACCEPTANCE OF THE SAME BY THE COMPANY AT THE COMPANY'S OFFICE IN NORTH ATTLEBOROUGH, MASS. DELIVERY SHALL BE SUBJECT TO DELAYS DUE TO STRIKES, MATERIALS AVAILABILITY AND OTHER CAUSES BEYOND THE COMPANY'S CONTROL. VEHICLE AND EQUIPMENT SHALL BE ACCEPTED BY THE BUYER **F.O.B., READFIELD, ME** INCLUDING ALL APPLICABLE FEDERAL AND STATE TAXES. IF THE BUYER OF THE PRODUCT IS EXEMPT FROM TAXES, IT SHALL BE THE RESPONSIBILITY OF THE BUYER TO COMPLETE THE ATTACHED TAX EXEMPT CERTIFICATE.
3. IF FULL ACCEPTANCE TESTS ARE REQUIRED TO BE PERFORMED AT THE BUYER'S LOCATION, SUCH TESTS SHALL BE MADE UPON ARRIVAL AT DESTINATION, WHILE THE VEHICLE IS IN THE CARE, CUSTODY, AND CONTROL OF THE COMPANY. IF DESIRED, A PUMP TEST (IF APPLICABLE) MAY BE PERFORMED AT THE COMPANY LOCATION, UNDER THE BUYER'S SUPERVISION, BEFORE SHIPMENT. IF NO SUCH TESTS ARE MADE, THEN SAID VEHICLE AND EQUIPMENT SHALL BE CONSIDERED ACCEPTABLE AND IN COMPLIANCE WITH THE CONTRACT AND SPECIFICATIONS.
4. IF MORE THAN ONE VEHICLE IS COVERED BY THIS CONTRACT, AND THE VEHICLES ARE SHIPPED ON DIFFERENT DATES, AN INVOICE COVERING EACH VEHICLE OR SHIPMENT SHALL BE RENDERED. LOOSE EQUIPMENT SHIPPED SEPARATELY SHALL BE INVOICED SEPARATELY, AND AMOUNTS PAID AGAINST SUCH INVOICES SHALL BE DEDUCTED FROM THE CONTRACT PRICE UPON FINAL SETTLEMENT.
5. THE BUYER AGREES TO MAKE THE VEHICLE OR EQUIPMENT AVAILABLE TO THE SELLER FOR DISPLAY PURPOSES AT TIMES CONVENIENT TO THE BUYER, WITH PRIOR AUTHORIZATION BY THE FIRE CHIEF, OR HIS OR HER DESIGNEE.
6. ALL CONTRACTS ARE TAKEN SUBJECT TO THE WRITTEN ACCEPTANCE OF GREENWOOD EMERGENCY VEHICLES, LLC. BY AN OFFICER OF THE COMPANY. WHEN REQUESTED, THE BUYER SHALL FURNISH

SATISFACTORY OPINION OF THE BUYER'S ATTORNEY AS TO THE POWER OF THE BUYER TO ENTER INTO SAID CONTRACT, AND THAT SAID CONTRACT IS A VALID, LEGAL AND ENFORCEABLE OBLIGATION OF THE BUYER, AND THAT THE OFFICIAL EXECUTING THE CONTRACT FOR THE BUYER HAS THE AUTHORITY TO DO SO.

7. THIS AGREEMENT, INCLUDING ITS APPENDICES, EMBODIES THE ENTIRE UNDERSTANDING BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER CONTAINED HEREIN, AND MERGES ALL PRIOR DISCUSSIONS AND AGREEMENTS BETWEEN THEM. NO AGENT OR REPRESENTATIVE OF THE COMPANY HAS THE AUTHORITY TO MAKE ANY REPRESENTATIONS, STATEMENTS OR AGREEMENTS NOT EXPRESSED HEREIN. ALL MODIFICATIONS OR AMENDMENTS OF THIS CONTRACT, INCLUDING ITS APPENDICES, MUST BE IN WRITING AND MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF EACH PARTY.
8. THE VEHICLE COVERED BY THIS CONTRACT IS NOT WARRANTED BY THE COMPANY BY ANY EXPRESS OR IMPLIED WARRANTIES. THE VEHICLE IS SUBJECT TO LIMITED WARRANTIES AS PROVIDED BY THE MANUFACTURERS OF BOTH THE COMPLETED VEHICLE AND ITS COMPONENTS. THE COMPANY IS AN AUTHORIZED SERVICE AND WARRANTY AGENCY FOR MANY OF THE COMPONENTS FURNISHED ON THE VEHICLE, AND ALSO OFFERS THE BUYER ASSISTANCE IN RESOLVING WARRANTY CLAIMS RELATING TO COMPONENTS SERVICED BY OTHER AGENCIES. COPIES OF MAJOR COMPONENT WARRANTIES SHALL BE PROVIDED ON DELIVERY. THE COMPANY SHALL NOT BE LIABLE FOR TECHNICAL OR EDITORIAL ERRORS OR OMISSIONS CONTAINED IN ANY WARRANTY SUPPLIED BY THE MANUFACTURER. TO THE EXTENT ALLOWED BY APPLICABLE LAW, THE COMPANY DISCLAIMS ALL IMPLIED WARRANTIES OR CONDITIONS, WHETHER WRITTEN OR ORAL, AND NO WARRANTY IS EXPRESSED OR IMPLIED, AND THE COMPANY SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, SATISFACTORY QUALITY AND FITNESS FOR A PARTICULAR PURPOSE. TO THE EXTENT ALLOWED BY APPLICABLE LAW, IN NO EVENT SHALL THE COMPANY BE LIABLE FOR DIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGE, WHETHER BASED ON CONTRACT, TORT OR OTHERWISE.
9. THE COMPANY MAKES NO WARRANTY ON, NOR WILL THE COMPANY BE HELD RESPONSIBLE FOR ANY CUSTOMER SUPPLIED EQUIPMENT. THE COMPANY SHALL NOT BE HELD LIABLE FOR ANY EQUIPMENT MALFUNCTIONS ON CUSTOMER SUPPLIED ITEMS SUCH AS EXTRICATION EQUIPMENT, SAWS, RAMS, ETC... THE COMPANY USES THIS EQUIPMENT ONLY FOR THE PURPOSE OF FABRICATING TRAYS AND BRACKETRY AND IS NOT RESPONSIBLE FOR ENSURING PROPER EQUIPMENT OPERATION.
10. THE COMPANY RESERVES THE RIGHT TO MAKE PRODUCT IMPROVEMENTS WITHOUT NOTICE.
11. DELIVERY INSTRUCTIONS SHALL BE GIVEN IN ACCORDANCE WITH A MUTUALLY AGREEABLE SCHEDULE. TRANSFER OF OWNERSHIP SHALL TAKE PLACE BEFORE DELIVERY INSTRUCTIONS BEGIN. THE BUYER AGREES THAT FIRE FIGHTERS PARTICIPATING IN DELIVERY INSTRUCTIONS MUST BE FAMILIAR WITH BASIC FIRE APPARATUS OPERATING PRINCIPLES. DRIVER TRAINING SHALL BE THE RESPONSIBILITY OF THE BUYER. BUYER HEREBY ACKNOWLEDGES THAT THE COMPANY HIGHLY RECOMMENDS THAT ALL INDIVIDUALS WHO WILL BE OPERATING THE EQUIPMENT PURCHASED UNDER THIS AGREEMENT ATTEND A TRAINING PROGRAM OFFERED BY THE COMPANY AND THAT THE PURPOSE OF SAID TRAINING PROGRAM IS **NOT** TO INSTRUCT THE BUYER'S PERSONNEL ON SKILLS ONE WOULD ACQUIRE IN FIREFIGHTER TRAINING SCHOOL AND/OR PROFESSIONAL DRIVER TRAINING SCHOOL, BUT TO DEMONSTRATE THE FEATURES AND COMPONENTS OF THE EQUIPMENT PURCHASED HEREUNDER AND FAMILIARIZE BUYER'S PERSONNEL WITH THE PROPER USE AND OPERATION THEREOF. THE COMPANY FURTHER RECOMMENDS TO THE BUYER (1) THAT AS NEW PERSONNEL ARE ASSIGNED TO THE EQUIPMENT PURCHASED HEREUNDER TRAINING SESSIONS BE SCHEDULED FOR SUCH NEW PERSONNEL; AND (2) THAT REFRESHER TRAINING SESSIONS FOR ALL PERSONNEL OPERATING THE

PURCHASED EQUIPMENT BE SCHEDULED AT LEAST EVERY FIVE (5) YEARS FROM THE DATE OF DELIVERY. FURTHER INFORMATION ON TRAINING SESSIONS AND ANY COSTS ASSOCIATED THEREWITH MAY BE OBTAINED BY CALLING THE COMPANY'S TRAINING DIVISION.

12. "TRADE-IN" VEHICLES (IF APPLICABLE): ALL VEHICLES THAT ARE TO BE TAKEN IN TRADE AS PART OF THIS CONTRACT SHALL BE, ON THE DAY OF DELIVERY, IN THE SAME OPERATING CONDITION AS ON THE DATE OF THIS CONTRACT EXCEPT FOR ORDINARY WEAR AND TEAR. THE BUYER SHALL NOT SELL THE VEHICLE TO A THIRD PARTY WITHOUT THE WRITTEN APPROVAL OF THE COMPANY. TRADE-INS SHALL BE SURRENDERED WITH ALL SUCTION CAPS, DISCHARGE CAPS, AND OTHER EQUIPMENT WHICH MAY BE NOTED ON ANY ADDITIONAL DESCRIPTIVE DOCUMENTS THAT MAY BE NECESSARY. ALL TRADE-INS SHALL BE DELIVERED BY THE BUYER TO THE COMPANY. OWNERSHIP TRANSFER TO THE COMPANY SHALL NOT TAKE PLACE UNTIL THE TRADE-IN IS DELIVERED AND TRANSFER OF TITLE TAKES PLACE.
13. APPARATUS PAINT COLOR(S) SHALL BE:  
  
**BODY:           RED**  
**CAB:             RED**  
**CAB ROOF:   WHITE**
14. IN THE EVENT AN ORDER IS CANCELLED BEFORE CONSTRUCTION HAS STARTED, A 5% CANCELLATION CHARGE SHALL APPLY. IF WORK HAS STARTED ON THE VEHICLE, CANCELLATION CHARGE SHALL BE 5% PLUS THE ACTUAL COST FOR WORK DONE TO DATE, AS DETERMINED BY THE COMPANY.
15. THE VEHICLE BEING PURCHASED SHALL COMPLY TO NFPA 1901 STANDARD TO THE EXTENT THE ATTACHED SPECIFICATIONS PERMIT. IF AN ITEM IN ONE OF THESE STANDARDS IS NOT SUPPLIED WITH OR DESIGNED INTO THE VEHICLE, IT IS BECAUSE THE BUYER DID NOT DESIRE TO INCLUDE IT ON THE VEHICLE.
16. ALL THREADS PROVIDED ON THE VEHICLE OR ON SUPPLIED EQUIPMENT SHALL BE NST, UNLESS NOTED TO THE CONTRARY.
17. THE BUYER ACKNOWLEDGES THAT EXTENDED WARRANTIES ARE AVAILABLE ON VARIOUS COMPONENTS OF THE VEHICLE, AND THAT THESE WARRANTIES HAVE BEEN OFFERED FOR PURCHASE AT ADDITIONAL COST. BY EXECUTING THIS CONTRACT, THE BUYER ACKNOWLEDGES THAT NO EXTENDED WARRANTIES ARE A PART OF THIS AGREEMENT UNLESS THEY ARE INCORPORATED INTO THE ATTACHED SPECIFICATIONS.
18. THE BUYER AGREES TO PAY AS PURCHASE PRICE FOR THE VEHICLE, ACCEPTED AS AFORESAID, THE SUM OF:

**SIX HUNDRED FORTY SEVEN THOUSAND FIVE HUNDRED NINTY ONE DOLLARS**

**\$647,591**

19. PAYMENT TERMS: 100% PAYMENT SHALL BE MADE WITHIN FIVE (5) CALENDAR DAYS OF ARRIVAL AT GREENWOOD EMERGENCY VEHICLES, LLC. THE MANUFACTURER'S STATEMENT OF ORIGIN FOR THE VEHICLE SHALL BE PRESENTED TO THE BUYER UPON PAYMENT. IN THE EVENT THAT PAYMENT IS NOT AVAILABLE WITHIN THE FIVE (5) DAY PAYMENT TERMS THE COMPANY RESERVES THE RIGHT TO CHARGE THE BUYER INTEREST AT 2% OVER THE PREVAILING PRIME RATE FOR THE PERIOD FROM THE PAYMENT DUE DATE TO THE ACTUAL PAYMENT DATE. THE INVOICE FOR THE VEHICLE SHALL BE MAILED TO THE BUYER AT LEAST FIFTEEN (15) DAYS PRIOR TO THE ARRIVAL OF THE UNIT AT GREENWOOD EMERGENCY VEHICLES, LLC.

IN WITNESS WHEREOF, BUYER AND COMPANY HAVE CAUSED THIS CONTRACT TO BE EXECUTED BY THEIR DULY AUTHORIZED REPRESENTATIVES THIS 28TH OF **JUNE 2023**.

BUYER'S REGISTERED NAME:

**TOWN OF READFIELD  
8 KENT'S HILL ROAD  
READFIELD, MAINE 04355**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

GREENWOOD EMERGENCY VEHICLES, LLC  
530 JOHN DIETSCH BOULEVARD  
NORTH ATTLEBOROUGH, MA 02763

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**FEDERAL EXCISE TAX EXEMPTION CERTIFICATE**

THE UNDERSIGNED HEREBY CERTIFIES THAT HE/SHE IS \_\_\_\_\_(TITLE OF OFFICER) **READFIELD ME** (STATE, TERRITORY OF THE UNITED STATES, OR POLITICAL SUBDIVISION THEREOF, OR THE DISTRICT OF COLUMBIA, OR TAX-EXEMPT VOLUNTEER FIRE DEPARTMENT) THAT HE IS AUTHORIZED TO EXECUTE THIS CERTIFICATE AND THAT THE ARTICLE OR ARTICLES SPECIFIED IN THE ACCOMPANYING ORDER ARE PURCHASED FROM GREENWOOD EMERGENCY VEHICLES, LLC. FOR THE EXCLUSIVE USE OF \_\_\_\_\_, \_\_\_\_\_ (STATE, TERRITORY OF UNITED STATES, OR POLITICAL SUBDIVISION THEREOF, OF THE DISTRICT OF COLUMBIA, OR TAX EXEMPT VOLUNTEER FIRE DEPARTMENT).

IT IS UNDERSTOOD THAT THE EXEMPTION FROM TAX IN THE CASE OF SALES OF ARTICLES UNDER THIS EXEMPTION CERTIFICATE TO THE STATES, TERRITORIES OF THE UNITED STATES, ETC., IS FOR ITS EXCLUSIVE USE, AND IT IS AGREED THAT IF ARTICLES ARE PURCHASED OR SOLD TO EMPLOYEES OR OTHERS, SUCH FACT WILL BE REPORTED AND TAX PAID BY ME TO THE DISTRICT DIRECTOR OF INTERNAL REVENUE FOR THE DISTRICT IN WHICH THAT SALE WAS MADE.

IT IS ALSO UNDERSTOOD THAT THE FRAUDULENT USE OF THIS CERTIFICATE TO SECURE EXEMPTION WILL SUBJECT THE UNDERSIGNED AND ALL GUILTY PARTIES TO A FINE OF NOT MORE THAN \$10,000.00 OR TO IMPRISONMENT FOR NOT MORE THAN FIVE (5) YEARS OR BOTH, TOGETHER WITH COSTS OF PROSECUTION.

BY: \_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(TITLE)

\_\_\_\_\_  
(DATE)

NOTE: FEDERAL EXCISE TAX WILL BE ADDED IF THE ABOVE FORM IS NOT COMPLETED AND SIGNED.

FY 2024 Financial Calendar

July							August							September							October						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	3	4	5	6	7	8																					
2						1																					
9	10	11	12	13	14	15																					
16	17	18	19	20	21	22																					
23	24	25	26	27	28	29																					
30	31																										
November							December							January							February						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4																					
	6	7	8	9	10	11																					
12	13	14	15	16	17	18																					
19	20	21	22	23	24	25																					
26	27	28	29	30																							





## **TOWN OF READFIELD**

**8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355**

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

**Website: [www.readfieldmaine.org](http://www.readfieldmaine.org)**

# **10<sup>th</sup> ANNUAL Readfield Summer Residents Meeting Friday, August 4th - 5:00PM Gile Hall**

Please join us to discuss issues affecting our summer residents and visitors. Light refreshments will be available.

### **Welcome**

- Welcome (by Select Board Chair Kathryn Mills-Woodsum)

### **Introductions**

- Group Introductions

### **Informational Updates**

- Lake Association Check-ins - 10 minutes
- Municipal Projects - 5 minutes
- Readfield's Comprehensive Plan Update - 5 minutes
- Land Use Changes (CEO Chip Stephens) - 5 minutes
- Other

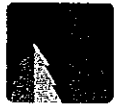
### **Open Discussion, Questions, and Comments**

- Group Discussion

### **Adjournment**

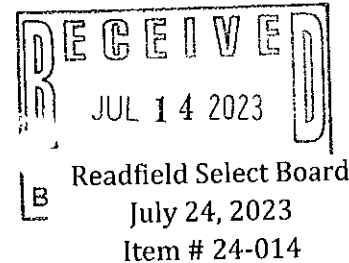
All are Welcome!





# MAINE MUNICIPAL ASSOCIATION SINCE 1936

60 Community Drive | Augusta, ME 04330-9486  
1-800-452-8786 (in state) | (t) 207-623-8428



TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Catherine Conlow, MMA Executive Director

DATE: July 7, 2023

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

**Deadline: Friday, August 18, 2023, by 12:00 noon**

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**Nomination Process** – Each year member municipalities have an opportunity to vote in the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying for and interested in serving as the MMA Vice President and on the MMA Executive Committee. The MMA Nominating Committee completed its task in May and put forth the 2024 Proposed Slate of Nominees to member municipalities.

**Petition Process** – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was Friday, July 7, by 4:30 pm. There were no municipal officials nominated by petition.

***It is now time for each member municipality to cast its official vote.***

**Election Process** – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for “*Write-in Candidates*” since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers **or** a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on **Friday, August 18, 2023**. We have enclosed a self-addressed self-stamped envelope for your convenience. MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President Elaine Aloes, Chair of the Selectboard, Town of Solon.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at [www.memun.org](http://www.memun.org) the following Monday. A formal announcement of the election results will be made at the **MMA Annual Business Meeting being held on Wednesday, October 4**. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon as well as the MMA Annual Business Meeting and will officially take office on January 1, 2024.

If you have any questions on the Election Process, please contact me or Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at [tchavarie@memun.org](mailto:tchavarie@memun.org). Thank you.

**MAINE MUNICIPAL ASSOCIATION**  
**VOTING BALLOT**

**Election of MMA Vice President and Executive Committee Members**  
*Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 18, 2023*

**VICE-PRESIDENT - 1 YEAR TERM**

Vote for One

Proposed by MMA Nominating Committee:

Melissa Doane, Town Manager, Town of Bradley

**EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM**

Vote for Three

Proposed by MMA Nominating Committee:

Shiloh LaFreniere, Town Manager, Town of Jay

Nathaniel Rudy, Town Manager, Town of Gray

Dina Walker, Selectperson, Town of Weld

*Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.*

*The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.*

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

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

**Signed by a Municipal Official designated by a majority of Municipal Officers:**

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

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

**OR Signed by a Majority of Municipal Officers**

**Current # of Municipal Officers:** \_\_\_\_\_

Print Names:

Signatures:

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**Return To:**  
MMA Annual Election  
Maine Municipal Association  
60 Community Drive  
Augusta, Maine 04330  
Email: [tchavarie@memun.org](mailto:tchavarie@memun.org)

**MAINE MUNICIPAL ASSOCIATION  
BIOGRAPHICAL SKETCH OF  
PROPOSED SLATE OF NOMINEES FOR 2024 EXECUTIVE COMMITTEE**

**MMA VICE PRESIDENT  
(1-Year Term)**

**MELISSA DOANE (TOWN MANAGER, TOWN OF BRADLEY)**

**Professional & Municipal Experience:**

- Town Manager, Clerk, Treasurer, Tax Collector, General Assistance Administrator, Registrar of Voters and Road Commissions, Town of Bradley, Maine (2005 – present)
- Membership Coordinator, GrowSmart of Maine (2016 – 2020)
- Secretary/Administrative Assistant, Roy Associates, CPAs (2004 – 2005)
- Administrative Assistant/Town Agent, Town of Bradley, Maine (1998 – 2004)
- Coor, Clinical Operations/Secretary/Patient Accounts/Registrations, Neurology Associates, (1994 – 1998)
- Secretary/Receptionist, Dr. James Iannetta Medical Office (1991 – 1994)

**Other Experience, Committees and Affiliations:**

- Member, MMA Executive Committee (2019 – present)
- Member, MMA Property & Casualty Pool Board of Directors (2019 – present)
- Member, MMA Workers Compensation Fund Board of Trustees, (2019 – present)
- Member, MMA Strategic & Finance Committee (2019 – present)
- Member, Executive Board, Municipal Review Committee (2021 – present)
- Member, Executive Board, Maine Town, City & County Management Association (2016 – present)
- Co-Chair Membership Committee, Maine Town, City & County Management Association (2016 – 2020)
- Chair, Sponsorship Committee, Maine Town, City & County Management Association (2020)
- Member, Maine Town, City & County Management Association (2005 – present)
- Member, Maine Town & City Clerks Association
- Member, Maine Municipal Tax Collectors & Treasurer Association
- Member, Maine Welfare Directors Association
- President, Executive Board, Living History Museum, Maine Forest and Logging Museum

**Education:**

- Business Management Studies, Husson College
- Associate degree, Business Management, Beal College
- Associate degree, Office Management, Beal College
- Associate College Preparation, Foxcroft Academy

**Awards and Certifications:**

- Certified Municipal Manager, Maine Town, City & County Management Association
- Rookie of the Year Award, Maine Town, City & County Management Association (2009)
- State of Maine Notary
- State of Maine Dedimus Justice

**MMA EXECUTIVE COMMITTEE MEMBERS**  
**(3-Year Terms)**

**SHILOH LaFRENIERE (TOWN MANAGER, TOWN OF JAY)**

**Professional & Municipal Experience:**

- Town Manager, Town of Jay (2014 - present)
- Treasurer, North Jay and Jay Village Water District (2005 - 2022)
- Code Enforcement Officer, Town of Jay (1997 - 2014)
- Environmental Cod Administrator, Town of Jay (1997 - 2010)
- Wellness Coordinator, Town of Jay (2005 - 2014)
- E911 Addressing Officer, Town of Jay (2010 - 2014)
- Deputy Finance Director, Town of Jay (2012 - 2014)

**Other Experience, Committees and Affiliations:**

- Institute for Civic Leadership, Maine Development Foundation (2022)
- Member, Maine Town, City & County Management Association (2014 - present)
- Maine Town, City and County Management Association, Ethics Committee (2020 - present) and Membership Services Committee (2021 - present)
- Androscoggin Valley Council of Governments, Vice President (2022 - present); Executive Committee (2019 - present)
- Past Member of the State of Maine Technical Building Codes and Standards Boards (2008 - 2014)
- NorthStar Ambulance Advisory Board (2014 - present)
- Member, Jay-Livermore-Livermore Falls Chamber of Commerce (2014 - present)

**Education:**

- BS in Business Management, Liberty university, Lynchburg, VA (December 1996)

**Awards and Certifications:**

- Rising Star Award, Maine Town, City & County Management Association (2017)
- State of Maine Notary

**NATHANIEL RUDY (TOWN MANAGER, TOWN OF GRAY)**

**Professional & Municipal Experience:**

- Town Manager, Town of Gray (2021 - present)
- City Manager, City of Hallowell (2016 - 2021)
- Executive Director, Waterville Creates (2014 - 2016)
- Director of Planning and Development, City of Gardiner (2011 - 2014)
- Business Development Specialist (2010 - 2011)

**Other Experience, Committees and Affiliations:**

- Member, Maine Municipal Association Legislative Policy Committee (2018 - 2021; 2022 - present)
- Member, Governor's Commission on Volunteerism aka Volunteer Maine (2020 - 2023)
- Board of Directors, Maine Council on Aging (2019 - 2023)
- Program Advisory Committee, University of Maine School of Architecture (2016 - present)
- Board of Directors, EcoMaine (2021 - 2022)
- Board of Directors and Treasurer, Kennebec Valley Humane Society (2019 - 2021)
- Board of Directors, Delta Ambulance (2017 - 2021); Vice President (2020 - 2021); Finance Committee (2019 - 2021)
- General Assembly, Kennebec Valley Council of Governments (2016 - 2017 and 2020 - 2021); Secretary of Executive Committee (2016 - 2017)
- Board of Directors, Independent Retailers Shared Services Collaborative (2012 - 2021); Treasurer (2012 - 2021)
- Board of Directors, Maine Craft Association (2012 - 2018; Vice President, 2014 - 2018)

## **NATHANIEL RUDY (TOWN MANAGER, TOWN OF GRAY) (continued)**

- Executive Director and Board Secretary, Gardiner Board of Trade (2011 - 2014)
- International City / County Managers Association
- Maine Town / City / County Managers Association
- Maine Association of Realtors (2013 to 2020)

### **Education:**

- Master of Business Administration, 4.0 GPA, Thomas College, Waterville, Maine
- B.S., Environmental Science and Engineering, Cum Laude, 3.5 GPA
- Virginia Polytechnic Institute and State University (Virginia Tech), Blacksburg, Virginia
- Harvard Kennedy School Executive Education Program, Negotiation Strategies (2023)
- Harvard Kennedy School Executive Education Program, State and Local Government (2019)
- New England Economic Development Course, Thomas College (2010)
- Graduate studies in Civil and Environmental Engineering, Virginia Tech

### **Awards and Certifications:**

- Certified Manager, International City / County Managers Association (2023)
- Certified Manager, Maine Town / City / County Manager Association (2019 - 2025)
- Community Development Block Grant Administrator (2018)
- Build Maine Conference Team, Lewiston, Maine (2017 - 2021)
- CityWorks(X)po Conference Fellow, Roanoke, Virginia (2017)
- Maine Licensed Real Estate Broker (2013 - 2020)
- Lead on several Grant Awards (*e.g.*, *US Environmental Protection Agency Brownfields Assessment grant; Maine Bureau of Parks and Lands Submerged Lands Program, Harbor Management and Access Grant Program; Maine Centers for Disease Control and Prevention, Keep ME Healthy grant; Hallowell Fire Station construction grant, private and donation; American Association of Retired People Age-Friendly Community Assessment grant; Harold Alfond Foundation grant; Orton Family Foundation Heart & Soul Community Planning grant; National Park Service Preserve America grant, etc.*)

## **DINA WALKER (SELECTPERSON, TOWN OF WELD)**

### **Professional & Municipal Experience:**

- Selectperson, Assessor and Overseer of the Poor, Town of Weld (2021 – current)
- Election Day Volunteer, Town of Weld (2019 – current)
- Partner, Jones Day (Law Firm), Beijing, China (2016 – 2018)
- International Partner, King & Wood Mallesons (Law Firm), Beijing, China (2012 – 2016)
- Managing Associate, Linklaters LLP (Law Firm), Beijing, China (2011 – 2012)
- Senior Associate, Dewy & LeBoeuf LLP (Law Firm), Beijing, China and Houston, Texas (2009 – 2011)
- Associate, Baker & Daniels, LLP (Law Firm), Indianapolis, Indiana (2005 – 2009)
- Judicial Law Clerk, the Honorable Richard K. Eaton, US Court of International Trade (2004 – 2005)

### **Other Experience, Committees and Affiliations:**

- *Rutgers Law Review*, Editor-in-Chief (2003 – 2004)
- Founder and Organizer, Women’s International Forum on Energy (2013 -2016)

### **Education:**

- Rutgers University School of Law, Newark, New Jersey, J.D. (2004)
- University of Pennsylvania, Philadelphia, Pennsylvania, B.A., International Relations (2000)

### **Awards and Certifications:**

- *The Legal 500 (2016)*: “Highly Recommended” Lawyer In the Areas of Projects and Energy (China)
- State of New York, Bar Admission (retired)
- State of Indiana, Bar Admission (inactive)

# **OTHER BUSINESS**

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