

Readfield Select Board Meeting
November 13, 2023, Readfield Town Office
Meeting starts: 6.30 PM and ends at 9:00 PM (unless extended)
Meeting duration and agenda item times are estimates and may be reduced or extended

Pledge of Allegiance

Annual Chairs Meeting - Workshop (6:30) - 60 min.

- Comprehensive Plan Goals and Implementation
- Select Board Goals
- Open Space Plan Update Process
- Recreation Programming and Potential Staffing
- Minutes and Agendas
- Annual Reports
- Staff Support for Boards Committees and Commissions

Regular Meeting Items (7:30) - 5 min.

24-056 - Minutes: Select Board meeting minutes of October 30, 2023

24-057 - Warrants: #21-22

Communications - 20 min.

Select Board Communications - Members of the Board may present general information- 5 min.

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.

Old Business - 15 min.

24-043 - Hear and consider an update on the Fairgrounds Project - 5 min.

24-044 - Hear and consider an update on the Church Rd. Sidewalk Project - 5 min.

24-047 - Select Board Retreat action-item reporting - 5 min.

New Business - 40 min.

24-059 - Consider a Liquor License Renewal for the Weathervane Restaurant and Lounge - 5 min.

24-060 - Consider steps for Comprehensive Plan Implementation - 10 min.

24-061 - Consider the format of the June Town Meeting Warrant - 5 min.

24-062 - Consider draft revisions to the Administrative Ordinance - 10 min.

24-063 - Consider draft revisions to the Property Tax Assistance Ordinance - 10 min

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

Adjournment

ANNUAL CHAIRS MEETING

WORKSHOP

Board, Committee, and Commission Municipal Staff Support Matrix ^

Staff Member	Board, Committee, or Commission (BCC)																				
	Age Friendly Committee	Board of Appeals	Board of Assessors	Budget Committee	Cemetery Committee	Connectivity Committee (ad hoc)	Comprehensive Plan Committee	Conservation Commission	Enterprise Committee	Fairgrounds Working Group (ad hoc)	Heritage Days Committee	Library Board	Maranacook Lake Outlet Dam Comm.	Parks Committee (ad hoc)	Planning Board	Recreation Board	Road Committee	Select Board	Solid Waste and Recycling Comm.	Trails Committee	
Anjelica Pittman (Deputy Clerk)				X											X			X			
Ben Rodriguez Maint. / Cem. Sexton)					X															X	
Chip Stehens (CEO/LPI)															X						
David Ledew " (Assessing Agent)			X																		
Eric Dyer (Town Manager, etc.)			X	X				X					X				X	X			
Karen Peterson (Transfer Station Mgr.)													X								
Kristin Parks (Town Clerk)	X	X																			
Matthew Seems (Maint., Deputy R.C.)							X										X				
Melissa Small												X									
Teresa Shaw (Finance Officer)				X												X					

^ Staff support can take many different forms and does not mean that staff will attend all meetings or perform the roles/duties of BCC appointees

* David Ledew is out contracted Assessing Agent and not a municipal employee

Executive / Quasi-Judicial

Staff support for these groups is prioritized due to the BCCs function and/or workload

Related to Staff Appointments

Staff support for these groups is typically related to the responsibilities of the staff and need for coordination

Adhoc

Staff support for these groups may come from various municipal staff but primarily through the Town Manager

Readfield Select Board Retreat Workshop Agenda – September 11, 2023 – Approved

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

Excused Absent:

Others Attending: Eric Dyer (Town Manager), Anjelica Pittman (Boards Secretary), Bill Starrett, Jackie Drouin, Marty Hanish

Pledge of Allegiance

Special Business Item

- 24-027 – To have the Select Board execute borrowing documents for the Maine Municipal Bond Bank associated with the Fire Truck purchase approved at the 6/13/2023 Town Meeting:
 - **Motion** to proceed with the documents and authorize the Town Manager to sign the agreement made by Sean, **seconded** by Steve, **vote 5-0** in favor.

Opening thoughts on outcomes, agenda adjustments and ground rules (Board Chair)

Kathryn welcomed everyone to this year's Select Board retreat, asked for open, honest discussion of goals that members of the board would like to see this year.

Town Manager's thoughts

Eric asked board members to have a civil discourse and be mindful of disagreeing respectfully in order to keep an open dialogue. He also mentioned how small ideas are just as important as big ideas and that the end result is doing what is best for the town and its residents.

Reflections

Looking back on goals from the previous year, many things were accomplished:

- Cannabis applications – Chip and Eric worked together to get the Cannabis applications revised and also revamped the scheduling for those applications.
- Comprehensive Plan Support – The Comp. Plan was worked on extensively by the committee with many surveys completed by residents and was passed by town voters at the June 2023 Town Meeting election.
- Labor contract negotiations – Negotiations were completed; the date for future negotiations was also adjusted to December.

Readfield Select Board
Retreat Workshop Agenda – September 11, 2023 – Approved

- Moorings – The ‘wait and see what Winthrop does’ approach was applied here and since Winthrop has decided not to move forward at this time with a Mooring ordinance, this goal was checked off as complete.
- Beach and Weathervane parking – Completed, signs are up and the MUO is in place.

Dinner Break

Considerations

Carry over goals are:

- Town property inventory and management – Jaaron Shaw of the Conservation Commission completed much of this work already, should have it completed soon.
- Volunteer support, recognition, recruitment – During this year’s Heritage Days celebration, volunteers were honored at a potluck dinner which included the Spirit of America awards. Members of the board would like to enhance volunteer support and recognition in the coming year.
- Broadband solutions – Going forward, should change the name of this goal to “cable franchise” to continue pursuing it, and renegotiate with Charter Spectrum.
- Recreation fields and financing – started, voters approved the town moving forward with finding a solution without the use of taxes at the June 2023 Town Meeting.

Goals the Select Board would like to see Eric accomplish are:

- Transfer station review: salt and sand shed specifically.
- Winter roads options, in house or securing a new contract at the end of the current contract.

Ordinance and Policy Review (to be completed by Kathryn):

- Food sovereignty
- Term Limits for appointments
- Governance
- Real Estate
- Purchases
- Personnel
- Finance
- Franchise agreements
- Comprehensive Plan

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- ARPA

Aspirations

New goals for 2023/24 include:

- Fairgrounds – Plan due by December 2023 to be available to vote on by June 2024 Town Meeting (**Sean**)
- Church Street Sidewalk – Currently in the planning phase (2023/24), progress was made and options were presented by the engineers to residents, however they have gone back to the drawing board for various reasons and will meet again to go over new options in the coming months (**Carol**)
- RSU #38 – Made progress with the RSU this year, will continue to collaborate and build community relationship (**Steve & Sean**)
- Community Building – Grow communication, participation, ADA, and volunteer relationships (**Carol**)
- Community Programming Director – To oversee and manage the Beach, Recreation, Library and Fairgrounds as a whole (**Dave & Sean**)

Commitments

Board members will do one minute check-ins on their goals at coming meetings

Adjournment

Minutes submitted by Anjelica Pittman, Board Secretary

REGULAR MEETING

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

**Readfield Select Board
Regular Meeting Minutes – October 30, 2023 – unapproved**

Select Board Members Present: Kathryn Woodsum (Chair), Sean Keegan (Vice Chair), Steve DeAngelis, Carol Doorenbos, Dave Linton

Excused Absent:

Others Attending: Eric Dyer (Town Manager), Anjelica Pittman (Board Secretary), James Bourne, Grace Keene, Mike

Pledge of Allegiance

Sean took a moment to remember and support the victims of the mass shooting that occurred in Lewiston the week prior on behalf of the Select Board and the Town of Readfield. Our thoughts are with our neighbors.

Regular Meeting Items (6:30) - 5 min.

- 24-049 - Minutes: Select Board meeting minutes of October 16, 2023
 - **Motion** to accept the minutes as amended made by Dave **seconded** by Steve **vote 5-0** in favor
- 24-050 - Warrants: #19-20
 - **Motion** to approve warrants #19 & 20 in the amount of 70,669.01 made by Sean **seconded** by Carol **vote 5-0** in favor

Communications - 25 min.

- Select Board Communications - Members of the Board may present general information- 5 min.
 - Sean thanked and congratulated everyone involved (Library, Rec Board, Union Meeting House, REPA) in rallying together to get the postponed Halloween events back on the schedule and ready to go just in time and with a huge success rate.
 - Carol asked if the town can use the Fire Department message board for situations like the Halloween events the past weekend to get information out quickly for those who are not on social media to be informed. Eric responded yes.
 - Steve explained where to find the letters for the message board and how to use the board and Kathryn suggested the town purchase a new letter set.
 - Kathryn commented that UMH sent out a pamphlet for fundraising as they are very close to their goal of \$1.1 million (only \$125k away) and they also have a pledge system option for people to donate over the next two years.
 - Kathryn also mentioned the Readfield Historical Society is doing a 5 eras walking tour through town Saturday morning 10-11am and another from 11-12am, with lunch at the Vestry, \$15 per person.
- Staff Communication - 5 min.
 - Town Manager – Presented by Eric

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- Eric discussed the upcoming Veterans Day Celebration Saturday November 11. Beginning at the cemeteries at 10am with a ceremony at the Town Office beginning at 11am and a crockpot lunch provided upstairs in Giles Hall at 11:45am.
- Eric also discussed the Comprehensive Plan being approved by the State of Maine and in his November Messenger article he is making suggestions for what's next such as the formation of an implementation committee. He is hoping people will put in applications if they have interest and the Select Board will do a quarterly review.
- Eric gave a quick update on the progress being made at the Library upstairs. Maintenance personnel have been moving things to prepare to paint as well as bringing in swatches to choose a paint color. Electrical work is scheduled for next week. Hopefully will see some volunteerism on Saturdays and Sundays to help with the renovation.
- 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.
 - None

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

- 24-051 - Consider the appointment of Pete Davis to the Trails Committee
 - **Motion** to appoint Pete to the Trails Committee beginning tonight until 06/30/2025 made by Steve **seconded** by Dave **vote 5-0** in favor

Old Business - 15 min.

- 24-043 - Hear and consider an update on the Fairgrounds Project - 5 min.
 - Visited three sites at the fairgrounds, two at the school, and one at the beach. Narrowed it down to one site at the middle school and one at the Fairgrounds. The Fairgrounds Working Group was hoping to be on the agenda for the School Board Meeting Wednesday but did not make it on the agenda. Will need to see if the school will work with them on the school site location. The Fairgrounds Working Group has another meeting this Thursday.
- 24-044 - Hear and consider an update on the Church Rd. Sidewalk Project - 5 min.
 - Some additional feedback from the public at the last meeting. Someone suggested rerouting the sidewalk to the back of the stone wall which would require permission from the property owner. Would allow people to get into the Fairgrounds safer and without as much traffic. Continuing to keep up with the engineers. The town has received one payment from the State of Maine DOT.

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The board and Eric still need to plan a January or February formal Public Meeting, could possibly figure that out tomorrow during agenda setting meeting with Eric, Kathryn, and Sean.

- 24-047 - Select Board Retreat action-item reporting - 5 min.
 - Dave – Programming - Dave and Sean have a meeting scheduled next week to discuss.
 - Carol – Fire station and current businesses – reaching out to businesses to have them sign up to be on the town website. Also, Carol will be posting and advertising board and committee openings.
 - Kathryn – Ordinances – From 2011, 2008, 1999. Now that Kathryn has identified them, she will read over them and then find the proper contacts to see if the ordinances need to be updated. Will work on policies beginning in November/December.
 - Sean – Will begin discussion with Eric Dyer about the beach next month.
 - Steve – School collaboration has gone well so far, mainly focused on the Fairgrounds project currently. Eric also mentioned that Adult Ed at the school is offering free CDL courses and a town employee will also be taking a CDL class, likely due to the growing relationship between the town and school district.

New Business - 30 min.

- 24-052 - Consider a CMP pole permit application for Menatoma Camp Road - 5 min.
 - **Motion** to have the board approve and sign the CMP pole permit application made by Sean **seconded** by Carol **vote 5-0** in favor
- 24-053 - Consider a prior-year tax abatement for Map 109, Lot 003 & 004 - 5 min.
 - **Motion** to a prior year tax abatement for Map 109, Lot 003 & 004 made by Sean **seconded** by Steve **vote 5-0** in favor
- 24-054 - Consider potential impacts of the State minimum wage increase on municipal budgeting, and discuss wages generally - 10 min.
 - Eric explained that the town wages are in a good place due to increases in the last few years making the town more in line with CPI and State of Maine minimum wage. Currently keeping in pace with inflation. Increase in January shouldn't really affect town staff.
- 24-055 - Consider possible ordinances / ordinance updates for the upcoming Town meeting and discuss scheduling - 10 min.
 - Eric included a list in the packet of ordinances that need some attention with hopes they will be reviewed and ready for Town Meeting in June 2024. Eric briefed the board on each of the ordinances that need review. Kathryn discussed who should review which ordinances and also suggested the administrative ordinance be done yearly. Kathryn also mentioned some of the ordinances to review simply need clarification. There is a potential for a January/February

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special on floor Town Meeting election due to a couple of CID (commercial industrial district) rezoning applications coming in.

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

- Kathryn read in the Central Maine newspaper regarding Winthrop dispatch; once they price out what they need they will discuss with other towns (Readfield included) how much that will cost. Eric did speak with Lee Mank about it and working with Winthrop and they agree that currently what Winthrop is doing makes sense. There will be an opportunity to sit down with Winthrop and discuss if it works for Readfield in the future.
- Kathryn also read in the paper there has been some progress with the Mooring in Winthrop. They received many responses to their survey. There was an overwhelming response of people who did not want to see mooring in front of private property. Many also thought that all 11 bodies of water should have the same mooring ordinance.
- Next Select Board meeting is November 13, 2023
- **Motion** to adjourn the meeting made by Sean at 7:514PM, **seconded** by Steve, **vote 5-0** in favor.

Adjournment

Minutes submitted by Anjelica Pittman, Board Secretary

Nov. 6, 2023 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
21	204	\$ 483,596.36	Warrant	S.DeAngelis	Three	
A	204	\$ 4,979.98	State Fees	S.DeAngelis	One	10/30/2023
B	204	\$ 3,781.31	State Fees	S.DeAngelis	One	
22	214	\$ 25,328.37	Payroll	S.DeAngelis	One	

SUM \$ 508,924.73

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

Treasurer's Warrant

Warrant # 21 & 22

\$508,924.73

Dates: 11/9/2023

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	\$25,328.37	73191-73203 173191-173207
VARIOUS VENDORS	Accounts Payable	\$483,596.36	73151-73190
	Total	\$508,924.73	

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	62.53	11/09/23	21	0047 Shift 4
P	295	185.61	11/09/23	21	0295 US CELLULAR
P	999	102.26	11/09/23	21	0031 Central Maine Power Co
P	999	192.13	11/09/23	21	0031 Central Maine Power Co
P	999	33.81	11/09/23	21	0031 Central Maine Power Co
P	999	30.91	11/09/23	21	0031 Central Maine Power Co
P	999	36.70	11/09/23	21	0031 Central Maine Power Co
P	999	546.72	11/09/23	21	0031 Central Maine Power Co
P	999	352.75	11/09/23	21	0031 Central Maine Power Co
P	999	213.30	11/09/23	21	0031 Central Maine Power Co
P	73151	4,979.98	10/27/23	21	0086 SECRETARY OF STATE (MOTOR VEH)
P	73152	3,018.31	11/02/23	21	0086 SECRETARY OF STATE (MOTOR VEH)
P	73153	663.00	11/02/23	21	0098 TREAS., STATE OF MAINE (IFW)
P	73154	100.00	11/03/23	21	0100 TREAS., STATE OF MAINE (DOGS)
R	73155	475.00	11/09/23	21	0643 A.A.A. PORTABLE TOILETS
R	73156	40.48	11/09/23	21	0217 Alta Construction Equip NE,LLC
R	73157	2,572.08	11/09/23	21	0599 Archie's Inc.
R	73158	44.57	11/09/23	21	0022 Audette's Hardware
R	73159	223.12	11/09/23	21	0024 Baker & Taylor, Inc
R	73160	105.32	11/09/23	21	0327 Benjamin Rodriguez
R	73161	275.00	11/09/23	21	0418 Big Tex Trailer World Inc
R	73162	1,513.00	11/09/23	21	0331 Central Maine Area Agency on Aging
R	73163	2,246.91	11/09/23	21	0623 Civic Plus
R	73164	1,793.19	11/09/23	21	0054 ecomaine
R	73165	135.21	11/09/23	21	0704 Fabian Oil
R	73166	1,541.29	11/09/23	21	0797 Gorrill Palmer Consulting Engineers Inc
E	73167	291.11	11/09/23	21	0629 Irving Oil Marketing, Inc
R	73168	171.00	11/09/23	21	0083 Kennebec Cnty Registry Of Deeds
R	73169	65.49	11/09/23	21	0676 Kramer's Inc.
R	73170	783.10	11/09/23	21	0152 Lowe's
R	73171	592.00	11/09/23	21	0233 Maine Commercial Tire, Inc
R	73172	150.00	11/09/23	21	0935 Mark Newcombe Welding
R	73173	114.82	11/09/23	21	0229 Melissa A Small
R	73174	15,240.12	11/09/23	21	0428 Morton Salt
R	73175	16,754.24	11/09/23	21	0621 New England Salt Company, LLC
R	73176	193.76	11/09/23	21	0534 O'CONNOR MOTORS
R	73177	882.24	11/09/23	21	0806 Overhead Door Company of Portland
R	73178	450.00	11/09/23	21	0686 Pine Tree Veterinary Hospital
R	73179	191.70	11/09/23	21	0725 Pitney Bowes Global Financial Services
R	73180	338,036.42	11/09/23	21	0069 Regional School Unit#38
R	73181	100.00	11/09/23	21	0902 Roger H Greene
R	73182	276.02	11/09/23	21	0406 SAM'S CLUB
R	73183	79,135.48	11/09/23	21	0008 Scott Horne Construction
R	73184	12.23	11/09/23	21	0021 Sonya Clark
R	73185	13.14	11/09/23	21	0696 Spectrum
R	73186	455.92	11/09/23	21	0313 Toshiba Financial Services
R	73187	6,333.84	11/09/23	21	0681 Treas,State Maine (Pub Safety)
R	73188	775.00	11/09/23	21	0032 Troiano Waste Service,Inc

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrt	Payee
R	73189	59.12	11/09/23	21	0495 United AG & Turf NE
R	73190	1,036.43	11/09/23	21	0094 WHITE SIGN
Total		483,596.36			

Count	
Checks	50
Voids	0

Warrant Recap

Warrant 21

Vendor-----	Amount	Account-----
00643 A.A.A. PORTABLE TOILETS	300.00	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00643 A.A.A. PORTABLE TOILETS	175.00	REC,PARKS/AT / BEACH - UTILITIES / LAVATORY
00217 Alta Construction Equip NE,LLC	40.48	SOLID WASTE / BACKHOE - EQUIP O,R &M / Backhoe
00599 Archie's Inc.	2,572.08	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
00022 Audette's Hardware	23.97	Rds & Drain / Road Maint - PUBLIC WAYS / SIGNS/SUPPLY
00022 Audette's Hardware	20.60	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT
00024 Baker & Taylor, Inc	19.06	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	58.88	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	145.18	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00327 Benjamin Rodriguez	105.32	Maintenance / Gen Maint - PERSONNEL / MILEAGE
00418 Big Tex Trailer World Inc	275.00	Maintenance / Veh/Eq Maint - EQUIP O,R &M / Dump Truck
00331 Central Maine Area Agency on Aging	1,513.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00031 Central Maine Power Co	102.26	COMM SERVICE / Street Light - COMMUNITY SV / STREET LIGHT
00031 Central Maine Power Co	192.13	SOLID WASTE / TRANSFER STA - UTILITIES / ELECTRIC
00031 Central Maine Power Co	33.81	Rds & Drain / Winter Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	30.91	REC,PARKS/AT / BEACH - UTILITIES / ELECTRIC
00031 Central Maine Power Co	36.70	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00031 Central Maine Power Co	546.72	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	352.75	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	213.30	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00623 Civic Plus	1,846.91	GENERAL GOVT / Admin - CONTRACT SVC / WEB HOSTING
00623 Civic Plus	400.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / WEB HOSTING
00054 ecomaine	1,793.19	SOLID WASTE / TRANSFER STA - CONTRACT SVC / SINGLE SORT
00704 Fablan Oil	135.21	SOLID WASTE / TRANSFER STA - UTILITIES / HEATING
00797 Gorrill Palmer Consulting Engineers Inc	1,541.29	CAPITAL IMPR / Sidewalks - PUBLIC WAYS / CONTRACT SVC
00629 Irving Oil Marketing, Inc	90.32	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	104.91	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	95.88	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00083 Kennebec Cnty Registry Of Deeds	171.00	GENERAL GOVT / Admin - ADMIN / RECORDING
00676 Kramer's Inc.	65.49	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT
00152 Lowe's	224.14	Maintenance / Gen Maint - EQUIP REPLAC / TOOLS
00152 Lowe's	507.78	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00152 Lowe's	51.18	SOLID WASTE / TRANSFER STA - BUILDING O&M / MAINTENANCE
00233 Maine Commercial Tire, Inc	592.00	Maintenance / Veh/Eq Maint - EQUIP O,R &M / TRACTOR
00935 Mark Newcombe Welding	150.00	SOLID WASTE / TRANSFER STA - BUILDING O&M / MAINTENANCE
00229 Melissa A Small	114.82	COMM SERVICE / Library - ADMIN / MISC.
00428 Morton Salt	4,931.51	Rds & Drain / Winter Maint - PUBLIC WAYS / Erosion/Salt
00428 Morton Salt	5,106.00	Rds & Drain / Winter Maint - PUBLIC WAYS / Erosion/Salt
00428 Morton Salt	5,202.61	Rds & Drain / Winter Maint - PUBLIC WAYS / Erosion/Salt
00621 New England Salt Company, LLC	8,422.22	Rds & Drain / Winter Maint - PUBLIC WAYS / Erosion/Salt
00621 New England Salt Company, LLC	8,332.02	Rds & Drain / Winter Maint - PUBLIC WAYS / Erosion/Salt
00534 O'CONNOR MOTORS	193.76	Maintenance / Veh/Eq Maint - EQUIP O,R &M / Pickup Truck
00806 Overhead Door Company of Portland	882.24	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00686 Pine Tree Veterinary Hospital	450.00	COMM SERVICE / Animal Cntrl - CONTRACT SVC / Rabies Clni

Warrant Recap

Warrant 21

Vendor-----	Amount	Account-----
00725 Pitney Bowes Global Financial Services	77.37	GENERAL GOVT / Comptr/Equip - EQUIP O,R &M / OFFICE LEASE
00725 Pitney Bowes Global Financial Services	114.33	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00069 Regional School Unit#38	338,036.42	EDUCATION / RSU#38 - ASSESSMENTS / RSU#38 PYMT
00902 Roger H Greene	100.00	COMM SERVICE / Library - ADMIN / MISC.
00406 SAM'S CLUB	78.10	Maintenance / Bldg Maint - BUILDING O&M / SUPPLIES
00406 SAM'S CLUB	87.92	SOLID WASTE / TRANSFER STA - BUILDING O&M / SUPPLIES
00406 SAM'S CLUB	110.00	GENERAL GOVT / Admin - ADMIN / MEMBERSHIPS
00008 Scott Horne Construction	79,135.48	Rds & Drain / Winter Maint - PUBLIC WAYS / CONTRACT SVC
00086 SECRETARY OF STATE (MOTOR VEH)	4,979.98	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	3,018.31	GENERAL FUND / Motor Veh Fe
00047 Shift 4	62.53	SOLID WASTE / TRANSFER STA - FINANCIAL / CC FEES
00021 Sonya Clark	12.23	COMM SERVICE / Library - ADMIN / MISC.
00696 Spectrum	13.14	COMM SERVICE / Readfield TV - UTILITIES / ELEC COMM
00313 Toshiba Financial Services	455.92	GENERAL GOVT / Comptr/Equip - EQUIP O,R &M / OFFICE LEASE
00681 Treas,State Maine (Pub Safety)	6,333.84	PROTECTION / Dispatching - CONTRACT SVC / DISPATCH
00100 TREAS., STATE OF MAINE (DOGS)	100.00	GENERAL FUND / Dog Fees Sta
00098 TREAS., STATE OF MAINE (IFW)	663.00	GENERAL FUND / Rec Veh Fees
00032 Troiano Waste Service,Inc	700.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00032 Troiano Waste Service,Inc	75.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00495 United AG & Turf NE	59.12	Maintenance / Veh/Eq Maint - EQUIP O,R &M / TRACTOR
00295 US CELLULAR	37.12	GENERAL GOVT / Admin - PERSONNEL / TM Mile/Phon
00295 US CELLULAR	18.56	GENERAL GOVT / Code Enforce - UTILITIES / CELL PHONE
00295 US CELLULAR	74.25	Maintenance / Gen Maint - UTILITIES / CELL PHONE
00295 US CELLULAR	37.12	COMM SERVICE / Animal Cntrl - UTILITIES / CELL PHONE
00295 US CELLULAR	18.56	Special Rev / CEO Intricl - Special Rev / Misc
00094 WHITE SIGN	874.65	Rds & Drain / Road Maint - PUBLIC WAYS / SIGNS/SUPPLY
00094 WHITE SIGN	161.78	Rds & Drain / Road Maint - PUBLIC WAYS / SIGNS/SUPPLY

Prepaid Total--	10,518.01
Current Total--	473,078.35
Warrant Total--	483,596.36

COMMUNICATIONS

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

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APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS

OLD BUSINESS

Readfield Select Board
November 13, 2023
Item # 24-043

Readfield Select Board
November 13, 2023
Item # 24-044

Readfield Select Board
November 13, 2023
Item # 24-047

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NEW BUSINESS

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|---|---|
| <input type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input checked="" type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

1030 Main St., Readfield ME 04355

6. Is the licensee/applicant(s) citizens of the United States? Yes No

7. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? Yes No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
June Jennifer Cotnoir	03/03/1980	Waterbury CT
John Anthony Cotnoir	06/13/1970	Waterville ME
Residence address on all the above for previous 5 years		
Name June Cotnoir	Address: 1030 Main St., Readfield ME 04355	
Name June Cotnoir	Address: 22 Terrace Rd., Readfield ME 04355	
Name John Cotnoir	Address: 1030 Main St., Readfield ME 04355	
Name John Cotnoir	Address: 22 Terrace Rd., Readfield ME 04355	

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: June Cotnoir Date of Conviction: 08/11/1998

Offense: Possession of marijuana Location: Southington CT

Disposition: 200 hours community service - Completed

16. Has the licensee/applicant(s) formerly held a Maine liquor license? Yes No

17. Does the licensee/applicant(s) own the premises? Yes No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: _____

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Full service restaurant, serving on 2 floors at 1030 Main St., Readfield ME 04355 - see attached diagram

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Maranacook Community School

Distance: 0.30

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 11/03/2023

Signature of Duly Authorized Person

June J. Cotnoir
Printed Name Duly Authorized Person

Signature of Duly Authorized Person

John A. Cotnoir
Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? Municipal Officers of _____

County Commissioners of _____ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

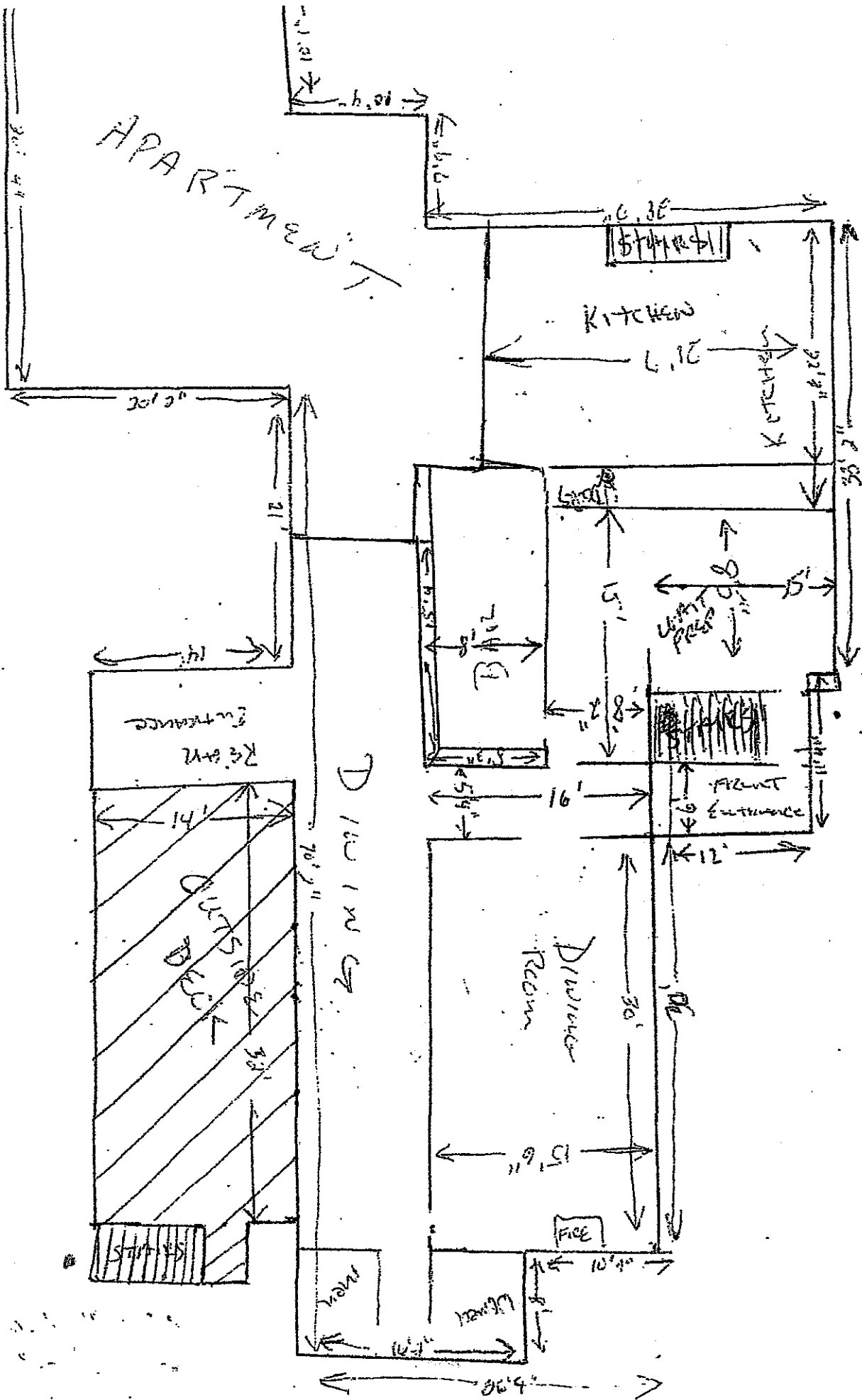
Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

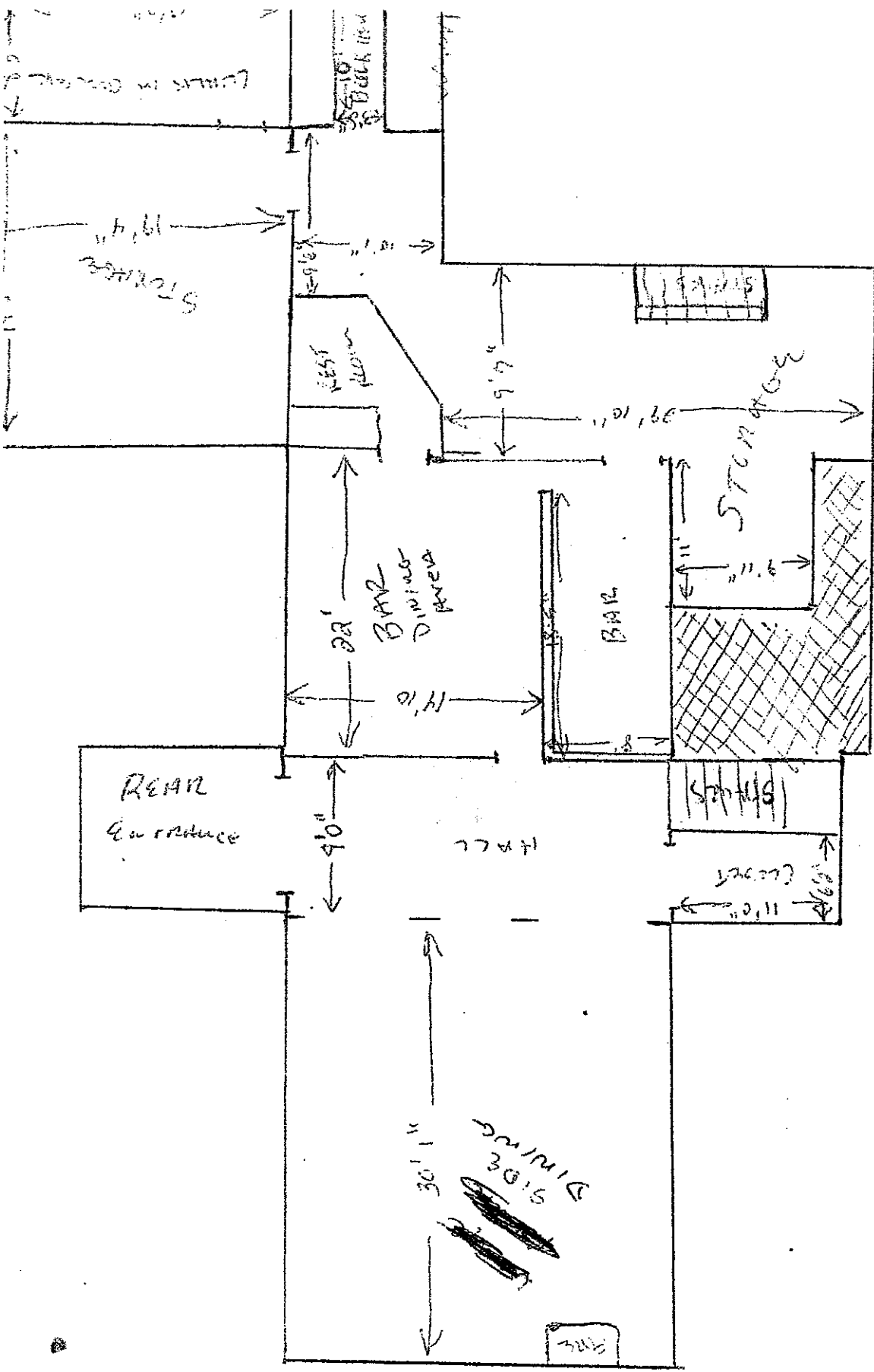
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

APARTMENT



UPSTAIRS



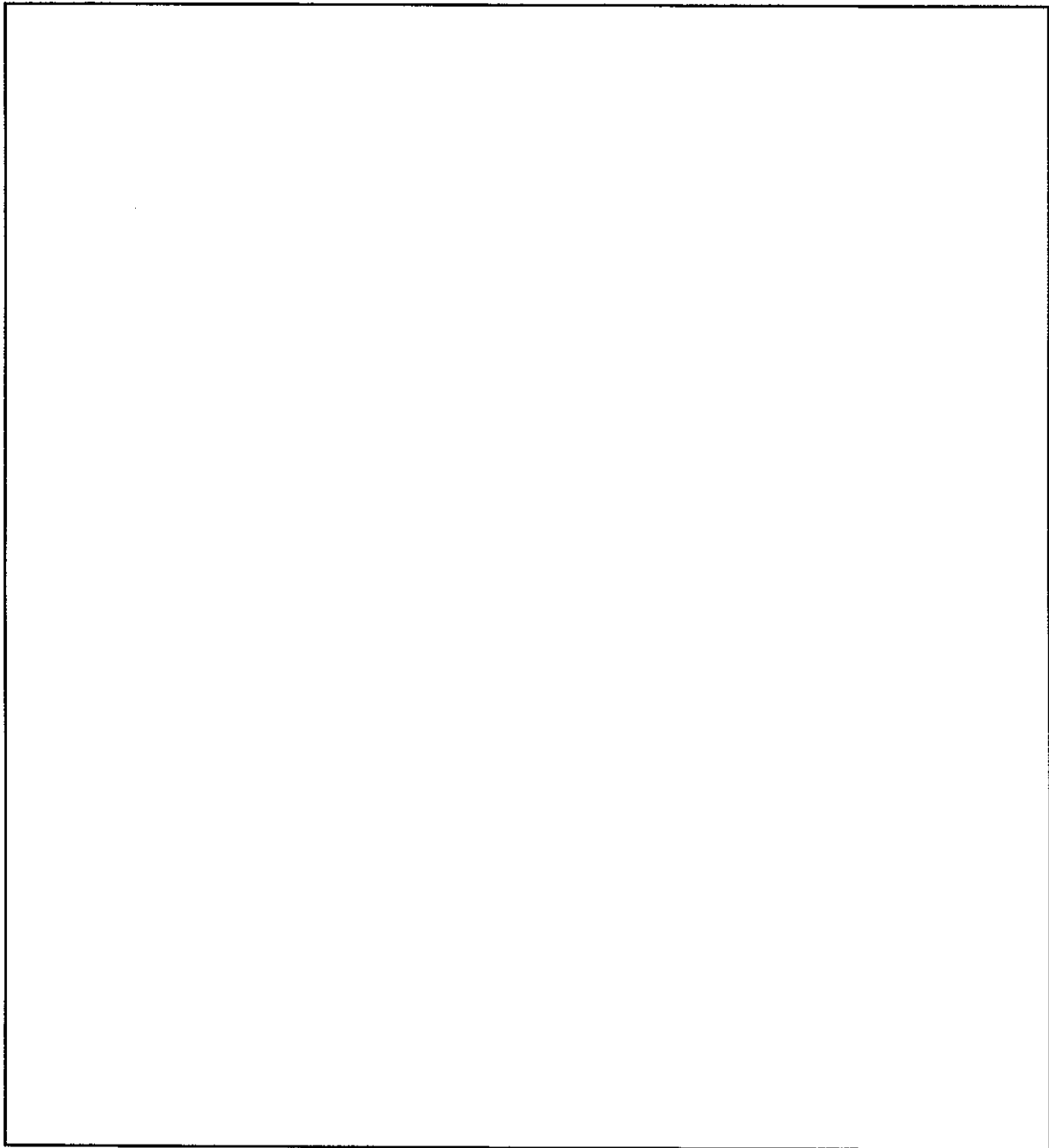
FRONT

DOWN STAIRS

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

A large, empty rectangular box with a thin black border, intended for the applicant to draw and label their premises floor plan. The box occupies the central portion of the page.

Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: North Shore Restaurant Corporation
2. Doing Business As, if any: Weathervane Restaurant & Lounge
3. Date of filing with Secretary of State: 03/15/2001 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
June J Cotnoir	1030 Main St., Readfield ME	03/03/1980	President	51.0000
John A. Cotnoir	1030 Main St., Readfield ME	06/13/1970	Treasurer	49.0000

(Ownership in non-publicly traded companies must add up to 100%.)



TOWN OF READFIELD – Town Manager

8 OLD KENTS HILL ROAD, READFIELD, MAINE 04355
Office (207) 685-4939 • Cell (207) 242-5437
Email: manager@readfieldmaine.org

To: Readfield Select Board
From: Eric Dyer, Town Manager
Date: October 31, 2023
Subject: Comprehensive Plan Implementation Committee

Background, Purpose, and Authority

In June of 2023 Readfield voters adopted a new Comprehensive Plan following a community engagement and update process. The Town received approval from the State of Maine for the new plan in October of 2023. Many towns appoint an “Implementation Committee” to assist in updating areas suggested by the State in their approval letters and reviewing, tracking and facilitating the implementation of the recommendations of their Comprehensive Plans. Readfield has had such committees associated with past plans. This memo establishes the basic parameters for the re-forming of a Comprehensive Plan Implementation Committee (hereinafter “Committee”).

The purpose of the Committee is to work with Staff, and coordinate with other Town Departments, Boards, and Committees on priority tasks as directed by the Comprehensive Plan and the Select Board. The Committee is formed pursuant to a vote of, and is advisory to, the Select Board.

Organization and Administration

1. Term - The Committee shall be in effect until the Town begins the update process for the existing Comprehensive Plan, most likely in 2033.
2. Membership - The Committee shall be composed of up to five (5) members. Membership may consist of at large community members, but preference shall be for standing committee and board representation. There shall also be two (2) alternate member positions available
3. Appointment - The Committee shall be appointed by the Select Board in consideration of the Procedures for Application and Appointment. Appointments may be terminated without cause by a majority vote of the Select Board.
4. Member Term - Members shall serve for an initial term of just under three (3) years, through June 30, 2026.
5. Chairperson - The Committee shall elect a Chairperson from among its members. The Chairperson shall call meetings as necessary or when so requested by a majority vote of the Select Board. The Chairman shall preside at all meetings.
6. Vice Chairperson - The Committee shall elect a Vice Chairperson from among its members to serve in the absence of the Chairperson.
7. Secretary - The Committee shall elect a Secretary from among its members. The Secretary shall maintain a record of all proceedings including all correspondence of the Committee and regularly submit the records to the Town Clerk.
8. Notice - All meetings shall be held in a public place and scheduled through the Town Manager or Clerk who shall provide reasonable notice to the public.
9. Quorum - A quorum necessary to conduct business shall consist of at least a majority of voting members.

10. Support - The municipal officers and town staff shall cooperate with and provide the Committee with such information as may be reasonably necessary and available to enable it to carry out its duties. The town staff shall also provide assistance updating electronic records as necessary.
11. Public Meetings and Records - All meetings and records shall be subject to the Maine Freedom of Access Act, 1 M.R.S.A. Sections 401-410 and the Town of Readfield FOAA Policy.

Tasks

The Committee shall:

1. Hold regular scheduled meetings not more than monthly
2. Develop and provide meeting agendas to Town Staff for publication
3. Record and submit meeting minutes to Town Staff on a timely basis for distribution.
4. Regularly review the Comprehensive Plan,
5. Recommend setting or resetting priorities to the Planning Board or Select Board
6. Identify the most efficient strategies for implementation, and
7. Document and seek to engage responsible parties to complete goals for consideration by the Planning Board or Select Board.
8. Report to the Select Board a minimum of quarterly.

Policies:	Strategies:	Implementation:
HISTORIC RESOURCES:		Chapter 1, page 15
<p>Readfield has an abundance of historic buildings and sites, many of which have been well maintained and preserved. Readfield has an active Historical Society that strives to preserve the town's valued heritage. Other buildings that are privately owned present a challenge in preserving and restoring. Some historic buildings have fallen into disrepair over the years. The town currently has no requirements above the state requirements for site assessment for historic artifacts.</p>		
<p>Goal: Identify, preserve, and enhance Readfield's significant historic, archeological, and cultural heritage sites.</p>		
Policies:	Strategies:	Implementation:
<p>1. Preserve and enhance important historic and archaeological resources through an integrated approach that includes education, open space planning, land use regulation, regulatory and non-regulatory incentives, and land acquisition techniques where appropriate.</p>	<p>1.1: Include important archaeological and historic resources in the Open Space Plan.</p> <p>1.2: Continue to record oral history interviews with the town's older citizens.</p> <p>1.3: For known historic archeological sites and areas sensitive to prehistoric archeology, through local land use ordinances require subdivision or non-residential developers to take appropriate measures to protect those resources, including but not limited to, modification of the proposed site design, construction timing, and/or extent of excavation.</p>	<p>Conservation Commission, Historical Society, mid-term.</p> <p>Historical Society, ongoing.</p> <p>Planning Board, CEO, ongoing.</p>
<p>2. Educate the public and municipal officials, especially the Code Enforcement Officer and Planning Board, about protection of historic and archaeological resources.</p>	<p>2.1: Adopt or amend land use ordinances to require the planning board (or other designated review authority) to incorporate maps and information provided by the Maine Historic Preservation Commission into their review process.</p>	<p>Town Manager, Planning Board, CEO, short term.</p>

Policies:	Strategies:	Implementation:
	<p>2.2: Establish a mechanism whereby municipal officials (e.g., Code Enforcement Officer, Planning Board, Zoning Board of Appeals) receive training on preservation of historic and archaeological resources. Coordinate with recommendations in Natural Resources Goals and Policies.</p> <p>2.3: Provide public education on preservation of historic and archaeological resources. Consider developing a walking tour of Factory Square.</p> <p>2.4: Encourage the appreciation and use of historic sites such as the Union Meeting House and the Jesse Lee Church.</p>	<p>Town Manager, Planning Board, CEO, ongoing.</p> <p>Historical Society, ongoing.</p> <p>Historical Society, ongoing.</p>
<p>3. Support and encourage the Readfield Historical Society, the Friends of the Union Meetinghouse and other organizations in their endeavors to preserve the cultural heritage of the community.</p>		<p>Select Board, Town Manager, ongoing.</p>
<p>4. Protect to the greatest extent practicable the significant historic and archeological resources in the community.</p>	<p>4.1: Seek funding from the Maine Historic Preservation Commission (MHPC), Maine State Archives and other sources to complete the inventories of significant archaeological and historic resources.</p> <p>4.2: Assist in nominating buildings/sites to the National Register of Historic Places.</p> <p>4.3: Work with the local or county historical society and/or the Maine Historic Preservation Commission to assess the need for, and if necessary, plan for, a comprehensive community survey of the community's historic and archeological resources.</p>	<p>Historical Society, ongoing.</p> <p>Historical Society, ongoing.</p> <p>Select Board, Town Manager, Historical Society, ongoing.</p>

Policies:	Strategies:	Implementation:
<p>5. Improve protections for archeological and historic resources in the Land Use Ordinance.</p>	<p>5.1: Consider enhanced protection of potential historic and archaeological resources in the review of new development through the Land Use Ordinance.</p> <p>5.2: In situations where significant historic or archaeological resources may be impacted, require that the Maine Historic Preservation Commission and the Readfield Historical Society be given an opportunity to review and comment on the development early in the permitting process.</p>	<p>Planning Board, Town Manager, Select Board, CEO, ongoing.</p> <p>Planning Board, CEO, ongoing.</p>
<p>6. Consider the adoption of a Historic Preservation Ordinance or land use standards to protect historically significant properties.</p>	<p>6.1: Consider the development of historic preservation standards to protect the integrity of historic properties throughout the Town.</p>	<p>Select Board, Planning Board, Town Manager, mid-term.</p>

Policies:	Strategies:	Implementation:
LOCAL ECONOMY:		Chapter 3, page 37
<p>Readfield's local economy is an important contributor to the health and vitality of the town and is linked to many other areas of town policy. Like many other communities, Readfield is facing trends that are unfavorable, such as rural location and lack of investment capital. But Readfield has several assets as well – its waterbodies, recreational opportunities, and good quality of life. The town should continue to promote these assets, cooperate with private businesses and regional economic players, and maintain a focus on suitable economic development to succeed in building a more robust economy.</p>		
<p>Goal: Allow for new commercial, service, and clean light industrial growth in designated growth areas to diversify the Town's tax base, promote local job opportunities and make important services available for local citizens. The scale of new uses should be in keeping with existing community character.</p>		
Policies:	Strategies:	Implementation:
<p>1. To support the type of economic development activity the community desires, reflecting the community's role in the region.</p>	<p>1.1: Direct industrial, commercial uses (excluding home occupations) including retail land uses to village areas or other districts appropriately zoned for those uses (including the Commercial Industrial District).</p>	<p>Planning Board, CEO, ongoing.</p>
	<p>1.2: Maintain performance and design standards for commercial and industrial developments in the Land Use Ordinance. These standards should assure that all development subject to review is well planned, minimizes environmental impacts, makes effective use of the site, provides adequate and safe vehicular access, and protects adjacent residential neighborhoods and commercial establishments.</p>	<p>Planning Board, CEO, ongoing.</p>
	<p>1.3: Explore tools to help existing businesses stay in Readfield.</p>	<p>Readfield Enterprise Comm., Select Board, ongoing.</p>

Policies:	Strategies:	Implementation:
	1.4: If appropriate, assign responsibility and provide financial support for economic development activities to the proper entity (e.g., a local economic development committee, a local representative to a regional economic development organization, the community's economic development director, a regional economic development initiative, or other).	Select Board, Town Manager, ongoing.
2. Consider the expansion of the Readfield Enterprise Committee or the appointment of an Economic Development Committee to address issues related to the establishment and growth of local, small businesses.	<p>2.1: Continue to support the Readfield Enterprise Committee.</p> <p>2.2: Initiate a study and proposal for the siting and infrastructure for a new small business development area.</p> <p>2.3: Continue to implement the recommendations of the <i>2004 Readfield Corner Revitalization Study</i> to make new commercial development in the village district more attractive.</p> <p>2.4: Investigate avenues for greater small business assistance including financing, technical assistance, or incubator facilities.</p> <p>2.5: Create an economic development plan that recognizes gaps, evaluates current village areas, and supports all existing, new, and desired businesses, including home businesses.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, mid-term.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, Readfield Enterprise Comm., ongoing.</p> <p>Select Board, Town Manager, Readfield Enterprise Comm., ongoing.</p>

Policies:	Strategies:	Implementation:
<p>3. Encourage the development of new, small businesses, which includes essential services (such as home health care), as well as seasonal and tourist-related businesses.</p>	<p>3.1: Support and encourage new nursery schools and day care facilities throughout the town.</p> <p>3.2: Support development of information and communication technology needed by small businesses.</p> <p>3.3: Evaluate existing process for home occupation review and approval, and as appropriate make recommendations for modifications.</p>	<p>Select Board, CEO, mid-term.</p> <p>Broadband Comm., Enterprise Comm., mid-term.</p> <p>Planning Board, CEO, mid-term.</p>
<p>4. To make a financial commitment, if necessary, to support desired economic development, including needed public improvements.</p>	<p>4.1: Enact or amend local ordinances to reflect the desired scale, design, intensity, and location of future economic development.</p> <p>4.2: If public investments are foreseen to support economic development, identify the mechanisms to be considered to finance them (local tax dollars, creating a tax increment financing district, a Community Development Block Grant or other grants, bonding, impact fees, etc.)</p> <p>4.3: Consider leveraging the Readfield Enterprise Fund which offers 0% loans for capital improvements for small businesses by expanding the scope to encourage appropriate and desired economic development.</p> <p>4.4: Investigate and consider opportunities to revitalize the downtown village areas.</p>	<p>Town Manager, Planning Board CEO, short term.</p> <p>Select Board, Town Manager, mid-term.</p> <p>Town Manager, Readfield Enterprise Comm, ongoing.</p> <p>Select Board, Town Manager, mid-term.</p>

Policies:	Strategies:	Implementation:
	<p>4.5: Explore options for adaptive reuse of underutilized/historic buildings to develop a strategy and long-term implementation plan for their rehabilitation and reuse (land banking).</p> <p>4.6: Support future economic growth compatible with the environment and landscape of the village area by improving public access, sidewalks, update infrastructure, bury utilities, and promote connected parking lots to improve walkability.</p>	<p>Select Board, Town Manager, mid-term.</p> <p>Select Board, Town Manager, Planning Board, mid-term.</p>
<p>5. To coordinate with regional development corporations and surrounding towns as necessary to support desired economic development.</p>	<p>5.1: Participate in any regional economic development planning efforts.</p>	<p>Select Board, Town Manager, ongoing.</p>

Policies:	Strategies:	Implementation:
HOUSING:		Chapter 4, page 57
<p>Readfield has a growing housing stock, mostly of a rural nature, despite designated growth areas in more developed parts of town, such as the village areas. Considering the changing demographic structure of the town, the town can anticipate needs for more rental housing and senior housing. Affordability is an issue for both owner-occupied homes, as well as for rentals, partly because of the tight market for them.</p> <p>Readfield has a complete Zoning Ordinance and zoning districts that are designed to accommodate a variety of land uses and protect residential neighborhoods from commercial encroachment.</p> <p>Goal: To encourage and promote a range of affordable, decent housing opportunities for Readfield citizens.</p>		
Policies:	Strategies:	Implementation:
<p>1. Encourage and promote adequate workforce, age restricted, affordable housing to support the community's and region's economic development.</p>	<p>1.1: Investigate options for partnering with other organizations to accomplish this.</p> <p>1.2: Explore options for Tax Increment Finance.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p>
<p>2. Work with local and state authorities to facilitate the creation of quality elderly housing, work force housing, and affordable housing, including rental housing.</p>	<p>2.1: Consider developing or joining a regional housing consortium to construct more workforce and rental housing.</p> <p>2.2: Work with local hospitals/senior organizations to develop a plan for senior/assisted housing within the community or region.</p> <p>2.3: The town should consider retaining certain tax-acquired properties which may be best suited to provide housing opportunities for affordable housing or elderly housing.</p> <p>2.4: Seek to achieve a level of at least 10% of new residential development built or placed during the next decade be affordable.</p>	<p>Select Board, mid-term.</p> <p>Select Board, long term.</p> <p>Select Board, CEO, short term.</p> <p>Select Board, CEO, short term.</p>

Policies:	Strategies:	Implementation:
	<p>2.5: Continue to explore grant opportunities to improve the quality of the existing housing stock.</p> <p>2.6: Maintain, enact, or amend growth area land use regulations to increase density, decrease lot size, setbacks, and road widths, or provide incentives such as density bonuses, to encourage the development of affordable/workforce housing.</p> <p>2.7: Maintain, enact, or amend ordinances to allow the addition of at least one accessory apartment per dwelling unit in growth areas, subject to site suitability.</p> <p>2.8: Consider the creation of a Readfield Housing Committee to support housing efforts.</p> <p>2.9: Recognizing that affordable housing projects require regional expertise and resources, support the development of those resources.</p>	<p>Town Manager, Select Board, ongoing.</p> <p>Select Board, Town Manager, Planning Board, CEO, mid-term.</p> <p>Select Board, Town Manager, Planning Board, CEO, mid-term.</p> <p>Select Board, Town Manager, short term.</p> <p>Select Board, mid-term.</p>
<p>3. Create and promote energy efficient housing (Efficiency Maine). Leverage the Energy Efficiency Ordinance and find other partnerships to promote energy efficiency.</p>	<p>3.1: Explore grant opportunities for energy efficient upgrades.</p>	<p>Town Manager, Select Board, ongoing.</p>
<p>4. Investigate strategies and options to balance and manage the value of open space with the need for affordable and workforce housing.</p>		<p>Select Board, Town Manager, Conservation Commission, ongoing.</p>
<p>5. Promote and direct development of housing in areas that are not prime farmland.</p>	<p>5.1: Explore nonregulatory measures to encourage development in designated growth areas.</p>	<p>Select Board, Town Manager, Planning Board, Conservation Commission, ongoing.</p>

Policies:	Strategies:	Implementation:
<p>6. Investigate and assess the condition and environmental impact of seasonal waterfront housing stock on associated waterbody.</p>	<p>6.1: Track seasonal homes and their current condition and proposed use (year-round, seasonal, rental, etc.)</p> <p>6.2: Evaluate provisions of the Land Use Ordinance related to standards governing the conversion of seasonal into year-round dwellings and single-family into multi-family (or accessory) units and propose revisions as appropriate.</p> <p>6.3: Through tracking, evaluate the condition of existing wastewater disposal systems to ensure compliance with state standards and to prevent negative environmental impacts.</p> <p>6.4: Explore tracking methods for short term vacation rentals to evaluate possible impacts on the environment and town related to short term rentals.</p>	<p>CEO, assessor, ongoing.</p> <p>Planning Board, CEO, short term.</p> <p>CEO, ongoing.</p> <p>CEO, mid-term.</p>
<p>7. Ensure land use controls encourage the development of quality affordable housing, including rental housing.</p>	<p>7.1 Support the efforts of local and regional housing coalitions in addressing affordable and workforce housing needs.</p> <p>7.2: Designate a location(s) in growth areas where mobile home parks are allowed pursuant to 30-A M.R.S.A. §4358(3)(M) and where manufactured housing is allowed pursuant to 30-A M.R.S.A. §4358(2).</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, Planning Board, short term.</p>
<p>8. Amend the Land Use Ordinance to reflect the State's Department of Economic and Community Development's legislation and rules. The goal of this new law is to alleviate housing affordability issues by increasing housing options for low-income and moderate-income individuals.</p>	<p>8.1: Update the Land Use Ordinance in all pertinent sections to reflect the various requirements of the new legislation.</p>	<p>Planning Board, Town Manager, CEO, short term.</p>

Policies:	Strategies:	Implementation:
PUBLIC FACILITIES AND SERVICES:		Chapter 5, page 74
<p>Readfield provides limited public services to its residents. The Town is responsible for fire, and emergency services, public works, and cooperates with the school district on education. There is a small public water supply system with limited capacity in Readfield Corner. The Town, therefore, needs to be particularly good at controlling its budget. Cost-effective methods of service delivery are a top priority.</p>		
<p>Goal: To plan for, finance and develop an efficient system of public facilities and services to accommodate anticipated growth and economic development.</p>		
Policies:	Strategies:	Implementation:
<p>1. To efficiently meet identified public facility and service needs.</p>	<p>1.1: Identify any capital improvements needed to maintain or upgrade public services to accommodate the community's anticipated growth and changing demographics.</p> <p>1.2: Locate new public facilities comprising at least 75% of new municipal growth-related capital investments in designated growth areas.</p> <p>1.3: Continue to work towards making all public buildings and properties ADA accessible.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p>
<p>2. To provide public facilities and services in a manner that promotes and supports growth and development in identified growth areas.</p>	<p>2.1: Encourage local sewer and water districts to coordinate planned service extensions with the Future Land Use Plan.</p> <p>2.2: Support the Winthrop Utilities District in protecting, and as appropriate, expanding the public water supply at Readfield Corner.</p> <p>2.3: Explore options for regional delivery of local services.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p>

Policies:	Strategies:	Implementation:
3. Encourage citizen participation in community affairs by keeping residents informed of town activities and opportunities.	<p>3.1: Provide wider distribution of school newsletters to the community.</p> <p>3.2: Issue a periodic newsletter with a synopsis of town board actions and news of other community activities.</p> <p>3.3: Annually publish a directory of all local officials, organizations, businesses, and services, as a pullout section in the Town Report.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p>
4. Improve and encourage citizen participation in town government and community affairs.	<p>4.1: Explore ways to encourage residents to volunteer for local boards, committees, and activities.</p> <p>4.2: Expand and support "people resource" banks like the Handy Helpers.</p> <p>4.3: Annually recognize individual volunteers who have made significant contributions of their time.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, Age Friendly Comm., ongoing.</p> <p>Select Board, Town Manager, ongoing.</p>
5. Continue to hold Readfield Heritage Days annually to foster community spirit and reinforce the rural character of the town.	<p>5.1: Encourage participation and elicit feedback and suggestions for ways to improve and revitalize Readfield Heritage Days from residents.</p> <p>5.2: Consider the expansion of and support for the Heritage Days Committee.</p> <p>5.3: Expand Heritage Days to include booths for town farms, committees, clubs, and institutions to maintain and enhance public property and open space amenities.</p>	<p>Select Board, Town Manager, Historical Society, short term.</p> <p>Select Board, Town Manager, short term.</p> <p>Select Board, Town Manager, School Board, Historical Society, short term.</p>
6. Continue to maintain taxes as low as possible.	<p>6.1: Improve planning for capital expenditures through an annual Capital Improvements Program (CIP) based on the Capital Investment Plan.</p> <p>6.2: Work with the school board to undertake long-term school facilities planning.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, School Board, ongoing.</p>

Policies:	Strategies:	Implementation:
	<p>6.3: Receive from the Fire Department an annual assessment of the adequacy of and need for future replacement of fire equipment.</p> <p>6.4: Require the Road Committee to continue to utilize the long-term plan for road improvements and construction needs using a system such as the Road Surface Management System software.</p> <p>6.5: Continue to plan for long-range solid waste disposal and recycling needs.</p> <p>6.6: Plan for open space acquisition and community park and recreation development.</p> <p>6.7: Consider funding for a town public works department.</p> <p>6.8: Reduce potential future town expenses by encouraging new development in locations close to existing public facilities and services.</p> <p>6.9: Investigate non-tax sources of revenue to support and promote desirable amenities for recreation.</p>	<p>Select Board, Town Manager, Fire Dept., ongoing.</p> <p>Select Board, Town Manager, Road Committee, ongoing.</p> <p>Select Board, Town Manager, Solid Waste & Recycling Committee, ongoing.</p> <p>Select Board, Town Manager, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, Planning Board, ongoing.</p> <p>Select Board, Town Manager, short term.</p>

Policies:	Strategies:	Implementation:
<p>7. Consider the use of special assessments or public facility impact fees to ensure new and existing developments that require additional or expanded town services/facilities contribute financially towards these municipal expenses, especially transportation, education, recreation/open space, and solid waste disposal.</p>	<p>7.1: Finance open space and recreational facilities acquisition and improvement through impact fees or other sources as recommended in the Open Space Plan.</p> <p>7.2: Investigate special assessments or impact fees to raise revenue for phosphorus mitigation in lake watersheds.</p> <p>7.3: Investigate special assessments to raise revenue for downtown improvements in Readfield Corner.</p>	<p>Select Board, Town Manager, Conservation Commission, ongoing.</p> <p>Select Board, Town Manager, mid-term.</p> <p>Select Board, Town Manager, mid-term.</p>
<p>8. Require developers to provide facilities to serve new developments including upgrades to existing public facilities, as necessary.</p>	<p>8.1: Continue to require necessary public improvements and financial guarantees to ensure proper construction as part of the Planning Board review process.</p> <p>8.2: Incorporate requirements or options for designation of open space and affordable housing into the subdivision review standard.</p>	<p>Planning Board, Town Manager, ongoing.</p> <p>Planning Board, Town Manager, ongoing.</p>
<p>9. Update the Open Space Plan (created in 2006).</p>	<p>9.1: Explore opportunities to enhance the open space in the village areas by improving accessibility and amenities to municipal parcels that improve comfort, promote sociability, and multi-use activities that complement the natural beauty and ecological aspects of this area.</p>	<p>Select Board, Town Manager, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., short term.</p>
<p>10. Improve staffing and resources for the Fire Department and Emergency Medical Services to accommodate the town's demographics.</p>	<p>10.1: Continue to work with local employers to encourage volunteer participation by employees and target the recruitment of volunteers who are available during weekdays.</p> <p>10.2: Inventory and assess existing water supply sources and develop plans for acquiring and developing new sources where needed.</p>	<p>Select Board, Town Manager, Fire Dept., ongoing.</p> <p>Select Board, Town Manager, Fire Dept., mid-term.</p>

Policies:	Strategies:	Implementation:
	<p>10.3: Investigate opportunities to engage RSU# 38 to encourage students to pursue training through Capital Area Technical Training Programs.</p> <p>10.4: Seek opportunities to recruit resident volunteers for free EMS training through local community colleges and other agencies.</p> <p>10.5: Investigate re-establishing a site for an ambulance at the fire station.</p>	<p>Select Board, Town Manager, School Board, Fire Dept., mid-term.</p> <p>Select Board, Town Manager, Fire Dept., mid-term.</p> <p>Select Board, Town Manager, Fire Dept., mid-term.</p>
<p>11. Seek increased opportunities for regional cooperation with neighboring towns.</p>	<p>11.1: Follow-up on recommendations of regionalization studies.</p> <p>11.2: Establish a protocol to look at opportunities for equipment sharing, including purchases of new equipment.</p> <p>11.3: Engage neighboring towns in planning for disaster mitigation.</p>	<p>Select Board, Town Manager, Fire Dept., ongoing.</p> <p>Select Board, Town Manager, Fire Dept., mid-term.</p> <p>Select Board, Town Manager, Fire Dept., short term.</p>
<p>12. Work with state and county officials to increase enforcement of traffic laws, especially in residential neighborhoods.</p>	<p>12.1: Investigate the possibility of contracting for a sheriff's deputy for dedicated, part-time coverage.</p>	<p>Select Board, Town Manager, mid-term.</p>
<p>13. Continue to improve the town's management of solid waste, including increased recycling, by aggressively pursuing waste reduction and recycling efforts.</p>	<p>13.1: Investigate user fees for trash disposal based on volume or weight.</p> <p>13.2: Continue to work on the recycling strategies including improvements to separation of recyclables, disposal of hazardous waste, home composting and periodic opportunities for disposal of items not normally accepted at the transfer station.</p>	<p>Select Board, Town Manager, Recycling Comm. (SWRC), short term.</p> <p>Select Board, Town Manager, SWRC, ongoing.</p>

Policies:	Strategies:	Implementation:
	<p>13.3: Continue to seek opportunities to cooperate with Wayne and other communities for a regional solution to disposal of solid waste, demolition materials, white metal goods, stumps, and tires.</p> <p>13.4: Investigate the feasibility of turning some solid waste activities over to the private sector.</p>	<p>Select Board, Town Manager, SWRC, ongoing.</p> <p>Select Board, Town Manager, SWRC, ongoing.</p>
<p>14. Coordinate with officials at Kents Hill School to formulate a long-term strategic plan between Readfield and the school that is mutually beneficial.</p>	<p>14.1: Explore the possibility of school officials and town officials meeting periodically to ensure that the needs of both entities are understood and are being met.</p> <p>14.2: Investigate the possibility of improving walking and biking access between Kents Hill School and the village areas.</p> <p>14.3: Consider how the town and Kents Hill School can promote affordable housing to benefit both parties.</p> <p>14.4: Explore options for collaboration to encourage the development and revitalization of the village areas in Readfield.</p>	<p>Select Board, Town Manager, Kents Hill School Officials, mid-term.</p> <p>Select Board, Town Manager, Kents Hill School Officials, mid-term.</p> <p>Select Board, Town Manager, Kents Hill School Officials, mid-term.</p> <p>Select Board, Town Manager, Kents Hill School Officials, mid-term.</p>

Policies:	Strategies:	Implementation:
FISCAL CAPACITY:		Chapter 5, page 74
<p>Readfield is in acceptable financial condition, with little debt and sound financial management. In general, revenues have been reasonably stable in the last decade. The Town Manager and Select Board are committed towards achieving a balanced budget with respect to the municipal side and seek innovative and sustainable solutions to that end.</p>		
<p>Goal: To plan for, finance and develop an efficient system of public facilities and services to accommodate anticipated growth and economic development.</p>		
Policies:	Strategies:	Implementation:
<p>1. To finance existing and future facilities and services in a cost-effective manner.</p>	<p>1.1: Formalize the town's Capital Investment Program and expand its scope of anticipated needs 10 year into the future.</p> <p>1.2: Support legislative initiatives to increase state financial support to towns and schools.</p> <p>1.3: Explore grant opportunities available to assist in the funding of capital investments within the community.</p> <p>1.4: Seek new, compatible, and diverse forms of industrial and commercial development to be situated in appropriate locations.</p>	<p>Select Board, Town Manager, short term.</p> <p>Select Board, ongoing.</p> <p>Town Manager, Select Board, ongoing.</p> <p>Select Board, Town Manager, short term.</p>
<p>2. To explore grants available to assist in the funding of capital investments within the community.</p>	<p>2.1: Maintain a working knowledge and listing of grants and deadlines for financing special projects.</p> <p>2.2: Explore educational budget alternatives and ways to reduce the per student cost.</p> <p>2.3: Capitalize a Capital Improvement Reserve Account with estimate of annual depreciation of existing buildings.</p>	<p>Town Manager, Select Board, short term.</p> <p>Select Board, School Board, ongoing.</p> <p>Select Board, Town Manager, short term.</p>

Policies:	Strategies:	Implementation:
3. To reduce Maine's tax burden by staying within LD 1 spending limitations.	3.1: Explore opportunities to work with neighboring communities to plan for and finance shared or adjacent capital investments to increase cost savings and efficiencies.	Select Board, Town Manager, ongoing.
4. Explore options to encourage and manage development outside municipal tax dollars.	4.1: Explore opportunities to provide financial support other than tax dollars to fund projects that would be beneficial to the community at large. 4.2: Encourage planning and grant writing activities.	Select Board, Town Manager, ongoing. Select Board, Town Manager, ongoing.

Policies:	Strategies:	Implementation:
TRANSPORTATION:		Chapter 6, page 87
<p>Transportation is an essential element to the local economy and community. At its simplest, it provides access to jobs, services, and supplies. Without transportation and road access, a community could not exist.</p>		
<p>Readfield's transportation system provides access both within the town and to larger market areas. The road network serves primarily motor vehicles and is generally in good condition, but with no close access to the interstate system.</p>		
<p>Goal: To plan for, finance and develop an efficient transportation system and facilities and services to accommodate anticipated growth and economic development.</p>		
Policies:	Strategies:	Implementation:
<p>1. To prioritize community and regional needs associated with safe, efficient, and optimal use of transportation systems.</p>	<p>1.1: Develop or continue to update a prioritized improvement, maintenance, and repair plan for the community's transportation network.</p>	<p>Select Board, Town Manager, mid-term.</p>
<p>2. To safely and efficiently preserve or improve the transportation system in the most cost-effective way.</p>	<p>2.1: Initiate or actively participate in regional and state transportation efforts.</p>	<p>Select Board, Town Manager, mid-term.</p>
	<p>2.2: Update access management standards in the Land Use Ordinance and coordinate with state standards on arterial and collector routes.</p>	<p>Select Board, Town Manager, Planning Board, Road Comm., mid-term.</p>
	<p>2.3: Work with MDOT to improve the existing transportation system.</p>	<p>Select Board, Town Manager, mid-term.</p>
	<p>2.4: Take into consideration scenic road corridors when planning, designing, and executing roadway improvements.</p>	<p>Select Board, Town Manager, Planning Board, Road Comm., mid-term.</p>
	<p>2.5: Work closely with the MDOT to set appropriate speed limits on state and local roads.</p>	<p>Select Board, Town Manager, short term.</p>
	<p>2.6: Ensure that road maintenance and improvement operations minimize erosion, phosphorus runoff, protect groundwater and maintain safety.</p>	<p>Select Board, Town Manager, short term.</p>

Policies:	Strategies:	Implementation:
	2.7: Promote the development of a park-and-ride lot in a central location in Readfield perhaps in conjunction with other traffic and parking improvements.	Planning Board, Select Board, Town Manager, short term.
3. To promote public health, protect natural and cultural resources, and enhance livability by managing land use in ways that maximize the efficiency of the transportation system and minimize increases in vehicle miles traveled.	<p>3.1: Consider adopting standards for encouraging the construction of more sidewalks, bicycle paths, and other off-road pathways in designated growth areas.</p> <p>3.2: Continue to invest in pedestrian and bicycle infrastructure in designated growth areas.</p> <p>3.3: Explore options to connect and make schools and public areas more accessible for safe walking and bicycling.</p> <p>3.4: Where possible, give preference to road improvements within growth areas in the road improvements plan.</p> <p>3.5: Establish a town policy for retaining unpaved roads, reverting paved roads to gravel and/or discontinuing roads in those areas of the community where growth is discouraged.</p> <p>3.6: Ensure that public rights-of-way are retained for access and recreation on discontinued roads.</p> <p>3.7: Map existing discontinued and abandoned roads that retain public rights-of-way.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, short term.</p> <p>Select Board, Town Manager, Road Committee, short term.</p> <p>Select Board, Town Manager, mid-term.</p> <p>Select Board, Town Manager, mid-term.</p>

Policies:	Strategies:	Implementation:
4. To meet the diverse transportation needs of residents (including children, the elderly and disabled) and through-travelers by providing a safe, efficient, and adequate transportation network for all types of users (motor vehicles, pedestrians, bicyclists).	4.1: Maintain, enact, or amend local ordinances as appropriate to address or avoid conflicts with: <ul style="list-style-type: none"> ○ Policy objectives of the Sensible Transportation Policy Act (23 M.R.S.A. §73). ○ State access management regulations pursuant to 23 M.R.S.A. §704; and ○ State traffic permitting regulations for large developments pursuant to 23 M.R.S.A. §704-A. 	Select Board, Town Manager, mid-term.
5. To promote fiscal prudence by maximizing the efficiency of the state or state-aid highway network.	5.1: Maintain, enact, or amend ordinance standards for subdivisions and for public and private roads as appropriate to foster transportation-efficient growth patterns and provide for future street and transit connections.	Planning Board, Town Manager, mid-term.
6. Ensure that private roads do not become a burden to the town.	6.1: Conduct an inventory and assessment of existing private roads and make recommendations concerning maintenance, design, and cost to alleviate impact on public roads, water bodies and other resources. 6.2: Explore the possibilities of the town taking ownership of private roads that may be impacting public resources or natural resources.	Select Board, Town Manager, Road Comm., mid-term. Select Board, Town Manager, Road Comm., mid-term.
7. Investigate options for alternate means of community transportation to encourage ride sharing and providing assistance to those in need.	7.1: Investigate and continue to support programs that provide transportation for elderly, disabled, and low-income community members, such as Neighbors Driving Neighbors, and Kennebec Valley Community Action Program.	Town Manager, Age Friendly Committee, ongoing.

Policies:	Strategies:	Implementation:
<p>RECREATION:</p> <p>Readfield is an unofficial hub for recreation in the region. The town provides an abundance of opportunities for active and passive recreation through either organized programs or individual endeavors. Readfield has many acres of preserved land coordinated across many different types of ownership and preservation. With such a broad range of opportunities, obviously there are several areas available for improvement.</p> <p>Goal: To promote and protect the availability of outdoor recreation opportunities for all Maine citizens, including access to surface waters.</p>		<p>Chapter 7, page 100</p>
Policies:	Strategies:	Implementation:
<p>1. To maintain/upgrade existing recreational facilities and public water resources as necessary to meet current and future needs.</p>	<p>1.1: Create a list of recreation needs or develop a recreation plan to meet current and future needs. Assign a committee or community official to explore ways of addressing the identified needs and/or implementing the policies and strategies outlined in the plan.</p> <p>1.2: Improve access and upgrade the facilities and amenities at Readfield Beach, to include the addition of ADA accessibility.</p> <p>1.3: Consider long-range public beach needs and explore the acquisition of additional shorefront area(s) for public use.</p> <p>1.4: Work with the state to establish reasonable controls on motorized traffic on Maranacook Lake, Torsey Pond, Echo Lake and Lovejoy Pond.</p> <p>1.5: Continue to encourage and support the activities at the Town Beach.</p>	<p>Town Manager, Recreation Board, mid-term.</p> <p>Town Manager, Age Friendly Comm, Recreation Board, short term.</p> <p>Town Manager, Recreation Board, mid-term.</p> <p>Town Manager, Select Board, ongoing.</p> <p>Town Manager, Select Board, ongoing.</p>

Policies:	Strategies:	Implementation:
<p>2. To preserve and develop open space for recreational use where appropriate.</p>	<p>2.1: Determine appropriate levels and locations for open space and recreation land within Readfield.</p> <p>2.2: Incorporate the trail network concept into open space planning to prioritize multi-use trail linkages of dispersed open space parcels.</p> <p>2.3: Identify and promote greenbelts through the town for wildlife habitat, visual amenity, open space, and recreation that could be established in cooperation with public and private landowners.</p> <p>2.4: Continue to increase the Open Space Fund (established for future acquisition of natural lands) through fund-raising, grants and impact fees as identified in the Open Space Plan.</p> <p>2.5: Continue to develop and update the Open Space Plan.</p>	<p>Town Manager, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p> <p>Planning Board, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p> <p>Town Manager, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p> <p>Select Board, Town Manager, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p> <p>Select Board, Town Manager, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p>

Policies:	Strategies:	Implementation:
<p>3. Plan and develop a townwide system of interconnected trails for multiple forms of recreational use, considering landowner relations, environmental protection and public safety.</p>	<p>3.1: Work with public and private partners to extend and maintain a network of trails for motorized and non-motorized uses. Connect with regional trail systems where possible. Formalize these arrangements with easements or licenses whenever possible.</p> <p>3.2: Continue to support expansion and maintenance of the snowmobile trail network through designation of registration fee revenue, donations from individuals and businesses and state and federal grant funding.</p> <p>3.3: Work with an existing local land trust or other conservation organizations to pursue opportunities to protect important open space or recreational land.</p> <p>3.4: Maintain and increase, where possible and appropriate, opportunities to use local private recreation resources such as conservation lands, Camp K-V and the Kents Hill School.</p> <p>3.5: Maintain communications with owners of private recreation resources and work cooperatively to address issues of public use.</p> <p>3.6: Explore opportunities to provide expanded recreational access on the Augusta Watershed District lands surrounding Carleton Pond.</p>	<p>Town Manager, Conservation Commission, Trails Comm., mid-term.</p> <p>Conservation Commission, Blizzard Busters, Trails Comm., mid-term.</p> <p>Select Board, Town Manager, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm. ongoing.</p> <p>Conservation Commission, Trails Comm., ongoing.</p> <p>Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p> <p>Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p>

Policies:	Strategies:	Implementation:
<p>4. To seek to achieve or continue to maintain at least one major point of public access to major water bodies for boating, fishing, and swimming, and work with nearby property owners to address concerns.</p>	<p>4.1: Provide educational materials regarding the benefits and protections for landowners allowing public recreational access on their property. At a minimum this will include information on Maine's landowner liability law regarding recreational or harvesting use, Title 14, M.R.S.A. §159-A.</p>	<p>Town Manager, Select Board, mid-term.</p>
<p>5. Investigate opportunities to promote, protect, and support a wide range of public recreation activities and programs, both indoor and outdoor, for all ages.</p>	<p>5.1: Continue to support the work of the town's Recreation Board, Trails Committee, and Conservation Commission.</p> <p>5.2: Continue to encourage participation and improve volunteer coordination, while supporting and expanding town recreation programs.</p> <p>5.3: Investigate the need/desire for an appropriately located community center.</p> <p>5.4: Support initiatives of the Age Friendly Committee.</p> <p>5.5: Consider hiring a part-time community or recreation programming position.</p> <p>5.6: Coordinate the efforts of the Recreation Board, Conservation Commission and Trails Committee on matters relating to community recreation and stewardship of municipally owned properties.</p>	<p>Select Board, Town Manager, ongoing.</p> <p>Town Manager, Recreation Board, ongoing.</p> <p>Select Board, Town Manager, Recreation Board, short term.</p> <p>Age Friendly Comm., Recreation Board, ongoing.</p> <p>Select Board, Town Manager, short term.</p> <p>Select Board, Town Manager, Recreation Board, Conservation Comm., Trails Comm., short term.</p>

Policies:	Strategies:	Implementation:
	5.7: Support the work of those committees responsible for improvements to the fairground's property, including development of a vision (Fairgrounds Management Plan). Provide guidance for usage.	Select Board, Town Manager, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., mid-term.
6. Continue an active program to manage and retain public recreation lands and opportunities.	<p>6.1: Secure permanent, legal public access to the Town Forest from within the town.</p> <p>6.2: Research discontinued and abandoned roads to determine present public rights. Retain public easements for recreational purposes on any town roads discontinued in the future.</p> <p>6.3: Evaluate the costs versus benefits of all properties offered to the town.</p> <p>6.4: Encourage the responsible use and stewardship by residents of all town recreational and conservation resources.</p>	<p>Select Board, Town Manager, Recreation Board, Road Comm., mid-term.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Select Board, Town Manager, ongoing.</p> <p>Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., ongoing.</p>

Policies:	Strategies:	Implementation:
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RURAL ECONOMIC RESOURCES:

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Rural economic resources were Readfield's first form of economic development, and are still an important part of the town, both for historic purposes and current income for many households. Forest and farmland provide multiple other benefits. Overall, farming in Maine is evolving from a commodity-based, mass market industry to locally based businesses, and this could be an important opportunity for the town. Forest management is supported by markets for wood products that are beyond local control, but since forests gain value from one year to the next, they can generally withstand temporary fluctuations.

Agricultural Goal:

Support existing farmers and promote growth in this sector, Readfield endeavors to materially support community-based agriculture and farming that:

- Preserves the rural character of the Town.
- Increases economic opportunities, cultural activities and educational opportunities associated with farming & sustainable agriculture.
- Engages students & faculty from our schools in agriculture education & internships with local farms.
- Promotes sustainable agriculture and healthful, organic local food production.
- Supports existing farms and attracts new farm-based enterprises.

Forestry Goal:

Encourage sustainable forestry and support woodlot owners.

Policies:	Strategies:	Implementation:
1. Codify a Voluntary Municipal Farm Support Program to enter "farm support arrangements" with eligible farmland owners to reduce property taxes on working farmlands and farm buildings.	1.1: Consider the benefits of forming an Agricultural Committee in Readfield to aid the town in the creation of this program. (See Winslow as an example)	Select Board, Town Manager, mid-term.
2. Investigate ways to encourage youth education, interest, and participation in agriculture, forestry, and farming.	2.1: Explore options to engage farmers and schools to start a Future Farmers of America (FFA) chapter and agricultural education program centered around internships with local farms. 2.2: Work with schools to encourage partnerships with local farms by procuring locally grown food.	Select Board, Town Manager, School Board, mid-term. Select Board, Town Manager, School Board, mid-term.

Policies:	Strategies:	Implementation:
	<p>2.3: Engage sources to assist in the development of a forestry curriculum such as the Maine Tree Foundation, Project Learning Tree, Maine Audubon, the Kennebec Land Trust, and Professional loggers and contractors.</p> <p>2.4: Engage students and faculty from Maranacook Community School in a forestry curriculum & paid internships with local loggers, sawmills and supporting industries.</p> <p>2.5: Use the Readfield Town Forest and adjacent conservation areas to demonstrate best forestry practices and connect students to Science Technology Engineering and Math (STEM) education.</p>	<p>Select Board, Town Manager, School Board, mid-term.</p> <p>Select Board, Town Manager, School Board, mid-term.</p> <p>Conservation Commission, Select Board, School Board, short term.</p>
<p>3. Expand, promote, encourage, and increase local awareness of the importance and value of agriculture in Readfield to increase the viability of farming and agriculture.</p>	<p>3.1: Engage agricultural support groups such as FFA, the Maine Organic Farmers and Growers Association (MOFGA), the Maine Farmland Trust and 4H in supporting and expanding the agricultural sector.</p> <p>3.2: Expand agriculture-oriented activities and events on the town calendar and Heritage Days, such as Farmers Markets, Farm days and 4 H competitions</p> <p>3.3: Increase awareness of and encourage owners of productive farm and forest land to enroll in the current-use agricultural, tree growth, and open space tax law programs.</p> <p>3.4: Include agriculture, commercial forestry operations, and land conservation that supports them in local or regional economic development plans.</p>	<p>Select Board, Town Manager, mid-term.</p> <p>Select Board, Town Manager, short term.</p> <p>Select Board, Town Manager, short term.</p> <p>Select Board, Town Manager, Planning Board, short term.</p>

Policies:	Strategies:	Implementation:
	3.5: Permit land use activities that support productive agriculture and forestry operations, such as roadside stands, greenhouses, firewood operations, sawmills, log buying yards, and pick-your-own operations.	Select Board, Planning Board, short term.
4. Identify prime agricultural and forest lands capable of supporting large commercial forestry operations. Investigate how to best protect and safeguard those areas.	<p>4.1: Consult with the Maine Forest Service district forester when developing any land use regulations pertaining to forest management practices as required by 12 M.R.S.A. §8869.</p> <p>4.2: Consult with Soil and Water Conservation District staff when developing any land use regulations pertaining to agricultural management practices.</p> <p>4.3: Amend land use ordinances to require development in critical rural areas, maintaining areas with prime farmland soils as open space to the greatest extent practicable.</p> <p>4.4: Limit non-residential development in critical rural areas to natural resource-based businesses and services, nature tourism/outdoor recreation businesses, farmers' markets, and home occupations.</p> <p>4.5: Encourage regulatory techniques to protect prime farmland such as requiring cluster subdivisions and requiring minimum setbacks from working farms.</p> <p>4.6 Explore non-regulatory options such as conservation easements, and public purchase of development rights.</p>	<p>Planning Board, Town Manager, ongoing.</p> <p>Planning Board, Town Manager, ongoing.</p> <p>Planning Board, Town Manager, ongoing.</p> <p>Planning Board, Town Manager, short term.</p> <p>Planning Board, Town Manager, short term.</p> <p>Town Manager, Select Board, short term.</p>

Policies:	Strategies:	Implementation:
5. Use the most current standards available for erosion and stormwater control, site reclamation and vegetative buffers in approving mineral extraction operations.	5.1: Continue to review and update the Land Use Ordinance regularly to reflect most up to date requirements.	Planning Board, Town Manager, ongoing.

Policies:	Strategies:	Implementation:
<p>WATER AND NATURAL RESOURCES: Chapters 9 & 10, pages 125 & 149</p> <p>Readfield's land and water assets provide a necessary buffer against environmental degradation, provide habitat for a diverse assemblage of wildlife species and support resource-based economic activities such as forestry. Water-based assets provide a basis for recreation and tourism, as well as sustaining life. Protection of these assets from overdevelopment is an important function of this Plan.</p> <p>Water Resources Goal: To protect the quality and manage the quantity of the State's water resources, including lakes, aquifers, great ponds, estuaries, rivers, and coastal areas.</p> <p>Land Resources Goal: To protect the State's other critical natural resources, including without limitations, wetlands, wildlife and fisheries habitat, sand dunes, shorelands, scenic vistas, and unique natural areas.</p>		
Policies:	Strategies:	Implementation:
<p>1. Provide education and outreach to the community to work towards improving habitat.</p>	<p>1.1: Offer a minimum of two public field trips annually focused on contemporary conservation related issues such as optimizing pollinator habitat and identifying, controlling, or eradicating invasive species.</p> <p>1.2: Encourage resource protection on important lands in town by coordinating with private landowners to assess areas identified as resource protection zones as candidates for Earth Day community cleanup / remediation.</p> <p>1.3: Organize workdays for students focusing on municipal conservation work.</p>	<p>Conservation Commission, Local Education Partners, mid-term.</p> <p>Conservation Commission, Local Education Partners, mid-term.</p> <p>Conservation Commission, Local Education Partners, mid-term.</p>
<p>2. Encourage conservation planning and programming to improve Readfield's conserved/preserved lands.</p>	<p>2.1: Update the Fairgrounds Management Plan and Readfield Open Space plan within one year of receiving the updated Readfield Comprehensive plan.</p>	<p>Select Board, Town Manager, Conservation Commission, Trails Comm., Recreation Board, short term.</p>

Policies:	Strategies:	Implementation:
	<p>2.2: Develop and implement a management plan for the Torsey Pond Nature Preserve. Update and implement the management plan for Town Forest.</p> <p>2.3: Address invasive plant issues by mapping problem areas, educating the public and eradicating invasives on town owned property regularly when seasonally appropriate.</p> <p>2.4: Monitor sales of land having significant conservation value, with a goal of protecting with easements or purchases.</p> <p>2.5: Assess all town properties for pollinator habitat enhancement potential.</p>	<p>Conservation Commission, Trails Committee, short term.</p> <p>Conservation Commission, Trails Committee, short term.</p> <p>Conservation Commission, short term.</p> <p>Conservation Commission, Trails Committee, short term.</p>
<p>3. To conserve critical natural resources in the community.</p>	<p>3.1: Educate the public about the town's natural resources to raise awareness and improve protection efforts.</p> <p>3.2: Continue to offer public education programs concerning natural resources, their importance to the community, the types of activities that can jeopardize them and what landowners can do to protect them.</p> <p>3.3: Minimize the fragmentation of large parcels of undeveloped land, seek to preserve a variety of different habitats and seek to ensure that travel corridors connect wildlife habitats.</p> <p>3.4: The Open Space Plan should seek to protect lands with critical habitat values.</p>	<p>Conservation Commission, Trails Committee, short term.</p> <p>Conservation Commission, short term.</p> <p>Planning Board, Conservation Commission, mid-term.</p> <p>Planning Board, CEO, ongoing.</p>

Policies:	Strategies:	Implementation:
	<p>3.5: Require additional biological information and/or studies in the application process when critical natural areas or species may be affected by proposed development.</p>	<p>Planning Board, ongoing.</p>
	<p>3.6: Encourage conservation easements and other tools where possible when property is developed in critical areas.</p>	<p>Planning Board, Conservation Commission, ongoing.</p>
	<p>3.7: Work with owners, local land trust, and other partners of unique natural areas, wildlife and critical habitats, agricultural lands, and high productivity forestlands to manage land in an environmentally sensitive manner and to protect land through conservation easements and/or encourage participation in other programs designed to retain undeveloped land.</p>	<p>Planning Board, Conservation Commission, Trails Comm., ongoing.</p>
	<p>3.8: Maintain performance standards to regulate disturbance of slopes greater than or equal to 20%, or on sites with soils having high erosion potential or limitations for on-site sewage disposal or structural development.</p>	<p>Conservation Commission, short term.</p>
	<p>3.9: Ensure that land use ordinances are consistent with applicable state law regarding critical natural resources.</p>	<p>Planning Board, CEO, ongoing.</p>
	<p>3.10: Designate critical natural resources as Critical Resource Areas in the Future Land Use Plan.</p>	<p>Planning Board, Conservation Commission, short term.</p>

Policies:	Strategies:	Implementation:
	<p>3.11: Through local land use ordinances, require subdivisions or non-residential property developers to look for and identify, through utilizing outside resources/subject matter experts as necessary, critical natural resources that may be on site and to take appropriate measures to protect those resources, including but not limited to, modification of the proposed site design, construction timing, and/or extent of excavation.</p> <p>3.12: Through local land use ordinances, require the planning board to include as part of the review process, consideration of pertinent BwH maps and information regarding critical natural resources.</p>	<p>Planning Board, CEO, ongoing.</p> <p>Planning Board, CEO, ongoing.</p>
<p>4. To coordinate with neighboring communities and regional and state resource agencies to protect shared critical natural resources.</p>	<p>4.1: Initiate and/or participate in interlocal and/or regional planning, management, and/or regulatory efforts around shared critical and important natural resources.</p> <p>4.2: Pursue public/private partnerships to protect critical and important natural resources such as through purchase of land or easements from willing sellers.</p> <p>4.3: Distribute or make available information to those living in or near critical or important natural resources about current use tax programs and applicable local, state, or federal regulations.</p> <p>4.4: Continue to investigate potential grants and other tools aimed at the removal/eradication of invasive species.</p>	<p>Select Board, Town Manager, Planning Board, short term.</p> <p>Select Board, Town Manager, Conservation Commission, mid-term.</p> <p>Select Board, Town Manager, mid-term.</p> <p>Town Manager, Select Board, ongoing.</p>

Policies:	Strategies:	Implementation:
	<p>4.5: Maintain membership of the Cobbossee Watershed District (CWD) and Kennebec Land Trust (KLT) and continue to work with other organizations devoted to protection of natural resources in Readfield.</p> <p>4.6: Cooperate with the state, relevant organizations, and other communities to protect lakes and lands from invasive species.</p>	<p>Conservation Commission, Town Manager, Select Board, ongoing.</p> <p>Town Manager, Select Board, ongoing.</p>
Water Resources Policies and Strategies Below:		
<p>5. To protect current and potential drinking water sources.</p>	<p>5.1: Adopt or amend local land use ordinances as applicable to incorporate stormwater runoff performance standards consistent with:</p> <ul style="list-style-type: none"> ○ Maine Stormwater Management Law and Maine Stormwater regulations (Title 38 M.R.S.A. §420-D and 06-096 CMR 500 and 502). ○ Maine Department of Environmental Protection's allocations for allowable levels of phosphorus in lake/pond watersheds. ○ Maine Pollution Discharge Elimination System Stormwater Program. <p>5.2: Establish standards that prohibit potentially harmful land use activities from locating within 300 feet of public water supply wells.</p> <p>5.3: Maintain groundwater protection standards for use and storage of toxic or hazardous materials and mineral extraction.</p>	<p>Planning Board, CEO, short term.</p> <p>Planning Board, CEO, short term.</p> <p>Planning Board, CEO, short term.</p>

Policies:	Strategies:	Implementation:
	5.4: Work to educate the residents about potential well water quality issues, including PFAS.	Select Board, Town Manager, short term.
6. To protect significant surface water resources from pollution and improve water quality where needed.	<p>6.1: Consider amending local land use ordinances, as applicable, to incorporate Low Impact Development (LID) design standards.</p> <p>6.2: Where applicable, develop an urban impaired stream watershed management or mitigation plan that will promote continued development or redevelopment without further stream degradation.</p> <p>6.3: Continue to collect information and educate the public on water quality issues involving lakes and potential sources of nutrients and contamination.</p> <p>6.4: Develop and maintain a display area at the Town Office with educational materials on preserving lake water quality to include information on both terrestrial and aquatic invader identification.</p>	<p>Planning Board, CEO, short term.</p> <p>Planning Board, Conservation Commission, CEO, short term.</p> <p>Conservation Commission, short term.</p> <p>Conservation Commission, short term.</p>
7. To protect water resources in growth areas while promoting more intensive development in those areas.	<p>7.1: Maintain, enact, or amend public wellhead and aquifer recharge area protection mechanisms, as necessary.</p> <p>7.2: Encourage landowners to protect water quality. Provide local contact information at the municipal office for water quality best management practices from resources such as the Natural Resource Conservation Service, University of Maine Cooperative Extension, Soil and Water Conservation District, Maine Forest Service, and/or Small Woodlot Association of Maine.</p>	<p>Town Manager, Planning Board, CEO, short term.</p> <p>Town Manager, CEO, short term.</p>

Policies:	Strategies:	Implementation:
	<p>7.3: Maintain up-to-date and flexible regulatory standards for land use activities to protect lake water quality. Such standards should include measures such as buffers, erosion and stormwater runoff controls, Low Impact Development (LID) design standards to minimize phosphorus contamination.</p> <p>7.4: Incorporate LID standards into the Land Use Ordinance to manage stormwater runoff.</p> <p>7.5: Maintain standards for earth moving and land clearing activities in lake watersheds.</p> <p>7.6: Utilize the Department of Environmental Protection's handbook, <i>Phosphorus Control in Lake Watersheds</i>, to aid in establishing density, design, and development standards to meet lake water quality goals.</p> <p>7.7: Continue to work with the Cobbossee Watershed District to control phosphorus loading of lakes.</p>	<p>Planning Board, CEO, ongoing.</p> <p>Planning Board, CEO, ongoing.</p> <p>Planning Board, CEO, ongoing.</p> <p>Planning Board, CEO, ongoing.</p> <p>Conservation Commission, Planning Board, CEO, ongoing.</p>
<p>8. To minimize pollution discharges through the upgrade of existing public sewer systems and wastewater treatment facilities.</p>	<p>8.1: Adopt water quality protection practices and standards for construction and maintenance of public and private roads and public properties and require their implementation by contractors, owners, and community officials and employees.</p> <p>8.2: Seek funds to assist homeowners in voluntary upgrading of inadequate systems.</p>	<p>Planning Board, CEO, ongoing.</p> <p>Select Board, Town Manager, short term.</p>

Policies:	Strategies:	Implementation:
	8.3: Continue to require the upgrading of nonconforming systems for seasonal conversions or substantial improvements to shoreland properties.	Planning Board, CEO, ongoing.
9. To cooperate with neighboring communities and regional/local advocacy groups to protect water resources.	<p>9.1: Participate in local and regional efforts to monitor, protect and, where warranted, improve water quality.</p> <p>9.2: Provide educational materials at appropriate locations regarding aquatic invasive species.</p> <p>9.3: Participate in and implement the Maranacook Lake Watershed Management Plan.</p> <p>9.4: Seek funding to create a similar plan for Torsey Pond.</p> <p>9.5: Continue to work with CWD and neighboring towns on projects and measures to reduce phosphorus loading in lakes.</p> <p>9.6: Establish ongoing dialogue concerning development and water quality issues with communities that share watersheds.</p> <p>9.7: Establish a protocol for acquisition and management of dams in coordination with other towns.</p> <p>9.8: Seek the removal of any sources of potential contamination, such as wastewater disposal systems or old vehicles or buildings, from within the floodplain.</p>	<p>Conservation Commission, CEO, ongoing.</p> <p>Town Manager, Conservation Commission, short term.</p> <p>Town Manager, Conservation Commission, short term.</p> <p>Conservation Commission, mid-term.</p> <p>Conservation Commission, ongoing.</p> <p>Conservation Commission, ongoing.</p> <p>Conservation Commission, mid-term.</p> <p>Conservation Commission, Select Board, mid-term.</p>

Policies:	Strategies:	Implementation:
<p>10. Establish construction and maintenance standards for public and private roads to minimize their impact on the natural environment, surface water quality, and on the visual character of the town.</p>	<p>10.1: Consider approaching the protection of surface water quality through the establishment of standards for construction and maintenance of public and private roads.</p> <p>10.2: Propose an ordinance requiring that all roads within lake watersheds be improved to a standard consistent with Best Management Practices for Water Quality (BMPs).</p> <p>10.3: Explore options to include Best Management Practices in Article 10 Road Standards in the Land Use Ordinance to reduce the impact of public and private roads on the natural environment and on visual character.</p> <p>10.4: Identify and list prospective stormwater management projects on public and private roads that may be eligible for federal grants or cost-sharing. Pursue funding when available.</p>	<p>Select Board, Planning Board, CEO, short term.</p> <p>Planning Board, CEO, short term.</p> <p>Planning Board, CEO, short term.</p> <p>Select Board, Town Manager, mid-term.</p>
<p>11. Ensure language in the Land Use Ordinance provides adequate protection for all significant natural resources. Work with state, regional and federal officials to obtain accurate identification and assessment of significant natural resources.</p>	<p>11.1: Include language in the Land Use Ordinance that requires developers to identify/delineate and protect aquifers, wetlands, natural areas, rare plant and animal species, critical habitat, vernal pools, and other significant natural resources, as necessary.</p> <p>11.2: Continue to review the Land Use Ordinance for consistency with state and federal requirements.</p> <p>11.3: Adopt standards for the protection of forested wetlands.</p>	<p>Planning Board, CEO, short term.</p> <p>Planning Board, CEO, short term.</p> <p>Planning Board, CEO, short term.</p>

Policies:	Strategies:	Implementation:
12. Exceed the minimum requirements of Maine's Shoreland Zoning Law and Natural Resource Protection Act for more effective protections along shoreland areas.	12.1: Explore options to better protect watersheds, waterbodies, and natural areas above and beyond the minimal requirements set forth in the state's Shoreland Zoning Ordinance.	Conservation Commission, Planning Board, CEO, short term.

Policies:	Strategies:	Implementation:
<p>Future Land Use Plan:</p> <p>Readfield's Land Use Ordinance manages growth and sprawl by clearly setting parameters for allowable land uses in each zoning district. By providing zoning districts with different minimum lot sizes, different land uses, and varying density standards, Readfield is providing residents, potential residents, and businesses with options to best fit their needs.</p> <p>Readfield will maintain the same future growth areas designated in the previous plan, which are the two Village Districts, Village Residential Districts, and the Academic Districts. Collectively, these districts amount to a sizable area that encompasses land roughly along the State Route 17 corridor, a location already densely developed. These growth areas were designated in the 2009 Comprehensive Plan and are still not at capacity.</p> <p>Goal: To encourage orderly growth and development in appropriate areas of each community, while protecting the state's rural character, making efficient use of public services, and preventing development sprawl.</p> <p>Managing land use also protects natural resources, of which Readfield has many. The policies and strategies of managing the town's future land use are detailed in the Land Use Chapter, but presented here in summary:</p>		
<p>Policies:</p> <p>1. Encourage development (housing or nonnatural resource commercial development) to occur within the Town's designated growth area and in appropriate districts, in a manner that is protective of natural resources and the Town's rural character.</p>	<p>Strategies:</p> <p>1.1: Evaluate the existing Land Use Ordinance to ensure that its provisions including, but not limited to, those related to subdivisions and Shoreland Zoning, encourage appropriate development within the designated growth area and protect natural resources.</p> <p>1.2: Revise the Land Use Ordinance as appropriate, to achieve the outcomes described in 1.1.</p> <p>1.3: Explore incentives to create cluster subdivisions in appropriate areas, such as density bonuses.</p>	<p>Implementation:</p> <p>Planning Board, CEO, mid-term.</p> <p>Planning Board, Select Board, mid-term.</p> <p>Town Manager, Select Board, Planning Board, CEO, mid-term.</p>

Policies:	Strategies:	Implementation:
	<p>1.4: Consider rewording and redefining the Academic District in the Land Use Ordinance to allow residential housing not related to academic uses. Residential housing not used for the academic sector already exists in this district and could be expanded to create affordable housing and workforce housing close to the village areas and major highways.</p> <p>1.5: Explore the desire/need for redeveloping underutilized or unused student housing buildings in the Academic District for affordable and workforce housing.</p>	<p>Town Manager, Select Board, Planning Board, CEO, short term.</p> <p>Town Manager, Select Board, Planning Board, CEO, KHS Officials, mid-term.</p>
<p>2. Support the maintenance/development of infrastructure in growth areas, including support for the necessary, associated financial commitment.</p>	<p>2.1: Look to develop and encourage usage of village areas as public spaces.</p> <p>2.2: Clean up existing sidewalks and walking paths in village areas of town and look to make more areas accessible on foot.</p> <p>2.3: Continue to market any available land and buildings for commercial development and expand access to land by improving access to the area.</p> <p>2.4: Develop areas as a gateway to the community, with improved entry signs at village area and town lines.</p> <p>2.5: Direct a minimum of 75% of new municipal growth-related capital investments into designated growth areas identified in the Future Land Use Plan.</p> <p>2.6: Identify infrastructure and parking improvements, façade improvements, and amenities for the designated growth area.</p>	<p>Select Board, Town Manager, near-term.</p> <p>Public Works, Trails Comm., mid-term.</p> <p>Select Board, CEO, Town Manager, ongoing.</p> <p>Town Manager, Select Board, mid-term.</p> <p>Town Manager, Select Board, ongoing.</p> <p>Town Manager, Select Board, long term.</p>

Policies:	Strategies:	Implementation:
<p>3. Establish/maintain efficient permitting procedures, especially in growth areas.</p>	<p>3.1: Provide the Code Enforcement Officer and Planning Board with the tools, training, and support necessary to administer and enforce land use regulations and ensure that the Code Enforcement Officer is certified in accordance with 30-A M.R.S.A. §4451.</p> <p>3.2: Track new development in the community by type and location.</p> <p>3.3: Monitor development and growth through a Development Tracking System to evaluate the effectiveness of the growth management program in meeting the goals of this plan. Adjust implementation strategies as needed.</p> <p>3.4: The CEO should summarize findings from this tracking system and report these findings on a yearly basis to the Planning Board. The Planning Board will then discuss if changes to the Land Use Plan or Ordinances are necessary.</p>	<p>Town Manager, Select Board, ongoing.</p> <p>Planning Board, CEO, ongoing.</p> <p>CEO, short term.</p> <p>Planning Board, CEO, short term.</p>
<p>4. Review and revise the existing Land Use Ordinance as necessary to address known issues.</p>	<p>4.1: Repword and clarify ambiguous language in the uses and definitions section.</p> <p>4.2: Create process to negate and disallow repeat applications with only marginally different plans or changes that were already denied to protect the efficiency and integrity of the application process.</p> <p>4.3: Update formatting and clarify explanation of Zoning Districts.</p>	<p>Town Manager, Select Board, Planning Board, CEO, mid-term.</p> <p>Town Manager, Planning Board, CEO, mid-term.</p> <p>Town Manager, Planning Board, CEO, mid-term.</p>

Policies:	Strategies:	Implementation:
	4.4: Periodically review and revise the Land Use Ordinance as necessary to address changes in state law rule, update standards and requirements, and enhance clarity.	Town Manager, Select Board, Planning Board, CEO, ongoing.
5. Facilitate the maintenance of Readfield's rural character and the protection of natural resources.	5.1: Discourage large, high-density, and high impact development in rural areas through appropriate revisions to the Land Use Ordinance. 5.2: Explore the creation of a "Rural Resource" District (in addition to the current Rural and Rural Residential Districts) for the purpose of providing special protection to areas including but not limited to: land in or eligible to be in Tree Growth Farmland, or other open space programs; significant wildlife habitat; substantial areas of soils rated as prime for agriculture or poor for development; scenic views; conservation areas; and, significant acreages of undeveloped land.	Town Manager, Select Board, Planning Board, CEO, mid-term. Town Manager, Select Board, Planning Board, CEO, mid-term.
6. Continue to encourage and market Readfield as a regional outdoor recreational hub.	6.1: Work with various, appropriate committees and citizens on the creation, expansion, and maintenance of trails and other outdoor recreational opportunities.	Town Manager, Planning Board, Age Friendly Comm., Cemetery Comm., Conservation Comm., Recreation Comm., Trails Comm., long term.
7. Coordinate the community's land use strategies with other local and regional land use planning efforts.	7.1: Meet with neighboring communities to coordinate land use designations and regulatory and non-regulatory strategies.	Town Manager, Planning Board, Select Board, ongoing
8. Periodically, at least every five years, evaluate the implementation of the Future Land Use plan, in accordance with Section 2.7 of the Chapter 208 Comprehensive Plan Review Criteria Rule.	8.1: Consider the formation of an Implementation Committee to evaluate the success in implementing the 2009 plan to include determining which strategies were not implemented and why.	Select Board, Town Manager, short term.

Policies:	Strategies:	Implementation:
	8.2: Explore the possibility of setting a standing schedule for reviewing the Plan. For example, set a meeting date quarterly between the Select Board, Town Manager, and various implementing entity to ensure progress is being made in implementing the plan.	Select Board, Town Manager, short term.

Annual Town Meeting Warrant/Secret Ballot

Tuesday, June 13, 2023 Polls Open 8am – 8pm

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

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Readfield in said county and state, qualified by law to vote in town affairs, to meet at the **Kents Hill School - Alford Athletic Center, 1617 Main St** in said Town on Tuesday, the 13th day of June, A.D. 2023, at eight o'clock in the forenoon, then and there to act upon Article 1 and by secret ballot on Articles 2 through 43 as set out below, the polling hours therefor to be from 8 o'clock in the forenoon until 8 o'clock in the afternoon, said articles being the following:

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

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

Linton, David

Price, Dennis

Write in: _____

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

Rodriguez, Marie

Tarbuck, Brian

Write in: _____

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

Write in: _____

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

Write in: _____

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

Write in: _____

Article 3: Shall the Town of Readfield vote to allow the Select Board to establish **Salaries and or Wages** of town officers and employees, not elsewhere established, for the period July 1, 2023 through June 30, 2024?

Article 4: Shall the Town vote to fix **September 29, 2023** or thirty days after the taxes are committed, whichever is later, and **February 23, 2024** as the dates upon each of which one-half of the property taxes are due and payable, and as the dates from which interest will be charged on any unpaid taxes at a rate of 8% per year, which is the State rate pursuant to Title 36 MRSA § 505.4?

Article 5: Shall the Town vote to authorize the Tax Collector to **Pay Interest** at a rate of 8% , which is the same as the State Rate of 8% , from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, § 506 & 506A?

Article 6: To see if the Town will vote to authorize the municipal officers, **If an Article Fails**, to spend an amount not to exceed 3/12 of the budgeted amount in each operational budget category that the town is legally obligated to pay, of the last year's approved budgeted amount during the period July 1, 2023 to October 1, 2023?

Article 7: Shall the Town vote to raise and appropriate **\$697,980** for the **Administration** budget category for the following budget lines?

Municipal Administration	\$355,395
Insurance	\$161,835
Office Equipment	\$ 32,850
Assessing	\$ 25,200
CEO/LPI/BI	\$ 85,200
Grants/Planning Ser.	\$ 10 ,000
Heating Assistance	\$ 2,500
Attorney Fees	\$ 25,000

Select Board recommends: Yes *Budget Committee recommends: Yes*

Article 8: Shall the Town vote to raise and appropriate **\$176,710** for the **Municipal Maintenance** budget category?

General Maintenance	\$ 128,760
Building Maintenance	\$ 34,450
Vehicles Maintenance	\$ 13,500

Select Board recommends: Yes Budget Committee recommends: Yes

Article 9: Shall the Town vote to raise and appropriate \$79,220 for the Community Services budget category for the following budget lines?

Animal Control	\$ 11,045
Kennebec Valley Council of Governments	\$ 4,500
Age Friendly Initiatives	\$ 2,000
Library Services	\$ 49,925
Readfield TV	\$ 9,700
Street Lights	\$ 1,500
Maranacook Lake Dam	\$ 550

Select Board recommends: Yes Budget Committee recommends: Yes

Article 10: Shall the Town vote to raise and appropriate \$49,548 for the Recreation, Parks & Activities budget category for the following budget lines?

Beach	\$ 17,568
Recreation	\$ 16,700
Heritage Days	\$ 6,600
Conservation	\$ 4,750
Town Properties	\$ 2,000
Trails	\$ 1,930

Select Board recommends: Yes Budget Committee recommends: Yes

Article 11: Shall the Town vote to pursue the development of an expanded multi-use recreational field area at the Fairgrounds property, consistent with the Town's Fairgrounds Management Plan; with any final project plans coming before the voters for approval; and with the project construction to be funded exclusively by Federal, State, and private grant sources and donations which the Town is hereby authorized to apply for, accept and expend?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 12: Shall the Town vote to raise and appropriate \$184,835 for the Protection Department budget category for the following budget lines?

Fire Department Operating	\$ 76,715
Ambulance Service	\$ 56,070
Tower Sites	\$ 4,550
Dispatching	\$ 46,500
Emergency Operations	\$ 1,000

Select Board recommends: Yes Budget Committee recommends: Yes

Article 13: Shall the Town vote to raise and appropriate \$19,500 for the Cemetery Materials & Services budget category?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 14: Shall the Town vote to raise and appropriate \$586,750 for the Roads & Drainage budget category?

Summer Road Maintenance	\$ 118,000
Winter Road Maintenance	\$ 468,750

Select Board recommends: Yes Budget Committee recommends: Yes

Article 15: Shall the Select Board of the Town be authorized to enter into an agreements providing for (a) the purchase of a Pumper-Tanker Fire Truck and (b) borrowing on behalf of the Town, a sum not to exceed \$348,057 on such terms as it determines are necessary and proper pursuant to 30-A M.R.S.A. §5772 and other applicable Maine law, including the interest rate and the principal payment dates, and the redemption with or without premium, for the purpose of appropriating funds to pay a portion of the costs of the Fire Truck subject to passage of Articles 16 & 17?

Select Board recommends: Yes Budget Committee recommends: Yes

MUNICIPAL TREASURER'S FINANCIAL STATEMENT

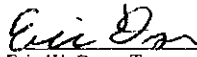
1. Town Indebtedness -

A. Bonds outstanding and unpaid:	\$ 1,126,011
B. Bonds authorized and unissued:	\$ 0
C. Bonds to be issued if Article 15 is approved:	\$ 348,057
D. Total:	\$ 1,474,068

2. Costs - Warrant Article 15, Fire Truck Bond. At an estimated interest rate of four percent (4%) for a term of ten (10) years, the estimated cost of this bond issue will be:

A. Total Bond Principal:	\$ 348,057
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- B. Total Estimated Interest: \$ 77,663
 C. Total Estimated Debt Service: \$ 425,720
3. **Validity** - The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.
4. **Debt Limit** - In accordance with 30-A M.R.S.A. §5701 & §5702, a municipality may not borrow funds if the borrowing would cause the municipality to exceed its debt limit.
- A. 2023 State Valuation: \$360,400,000.00
 B. Limit Factor: x 7.5%
 C. Debt Limit: \$ 27,030,000.00

Signed by: 
 Eric W. Dyer, Treasurer

Article 16: Shall the Town vote to appropriate **\$200,000** from the **Fire Department Building Reserve**, being funds originally borrowed to pay for capital improvements to the Fire Station as approved by vote of the June 8, 2021 Annual Town Meeting, and **\$75,000** from the **Fire Department Capital Reserve** to be used to offset the cost of a new **Pumper-Tanker Fire Truck**, subject to passage of Articles 15 & 17?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 17: Shall the Town vote to raise and appropriate **\$623,057** for a new **Pumper Tanker Fire Truck** subject to passage of Articles 15 & 16?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 18: Shall the Town vote to raise and appropriate **\$574,225** for the **Capital Improvements** budget category for the following budget lines?

Gile Hall	\$ 10,000
Library Building	\$ 5,000
Open Space	\$ 50,000
Cemetery	\$ 17,000
Sidewalk	\$ 67,500
Roads	\$ 325,000
Equipment	\$ 33,000
Equipment Leases	\$ 6,177
Transfer Station	\$ 60,548

Select Board recommends: Yes Budget Committee recommends: Yes

Article 19: Shall the Town vote to raise and appropriate **\$390,752** for the **Solid Waste** budget category?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 20: Shall the Town vote to raise and appropriate **\$47,665** for the **Regional Assessments** budget category for the following budget lines which the town is legally bound to pay?

Cobossee Watershed	\$ 27,665
First Park	\$ 20,000

Select Board recommends: Yes Budget Committee recommends: Yes

Article 21: Shall the Town vote to raise and appropriate **\$355,185** for the **Kennebec County Tax** budget category which the town is legally bound to pay?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 22: Shall the Town vote to raise and appropriate **\$154,192** for the **Debt Service** budget category for the following budget lines which the town is legally bound to pay?

Fire Truck Bonds	\$ 59,766
2018 Maranacook Lake Dam Bond	\$ 18,459
2020 Municipal Building Bond	\$ 45,498
2021 Municipal Building and Paving	\$ 30,469

Select Board recommends: Yes Budget Committee recommends: Yes

Article 23: Shall the Town vote to appropriate **\$10,000** for the **Local Tax Relief Program** budget category?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 24: Shall the Town vote to raise and appropriate the requested amount of **\$1,000** for the **Kennebec Behavioral Health**?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 25: Shall the Town vote to raise and appropriate the requested amount of **\$1,513** for the **Central Maine Agency on Aging/Cohen Center/Senior Spectrum?**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 26: Shall the Town vote to raise and appropriate the requested amount of **\$1,312** for the **Family Violence Agency?**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 27: Shall the Town vote to raise and appropriate the requested amount of **\$787** for the Courtesy Boat Inspection Program, for the **Torsey Pond Association?**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 28: Shall the Town vote to raise and appropriate the requested amount of **\$910** for the **Sexual Assault Agency?**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 29: Shall the Town vote to raise and appropriate the requested amount of **\$2,500** for the **30 Mile River Association?**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 30: Shall the Town vote to raise and appropriate the requested amount of **\$5,000** for continued restoration of the **Readfield Union Meeting House?**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 31: Shall the Town vote to raise and appropriate the requested amount of **\$1,000** for the **Maranacook Food Bank?**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 32: Shall the Town vote to raise and appropriate the requested amount of **\$2,000** for the Courtesy Boat Inspection Program, for the **Maranacook Lake Association?**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 33: Shall the Town vote to appropriate **\$1,735** paid to the Town by the State (based on snowmobile registrations) for the **Readfield Blizzard Busters Snowmobile Club** to be used for trail creation and maintenance?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 34: Shall the Town vote to raise and appropriate **\$60,000** for the **Unclassified** budget category for the following budget lines?

Readfield Enterprise Fund	\$10,000
Real Estate Property Revaluation	\$25,000
Overdraft	\$ 5,000
Abatements	\$20,000

Select Board recommends: Yes Budget Committee recommends: Yes

Article 35: Shall the Town vote to raise and appropriate **\$5,000** for the **General Assistance** budget category?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 36: Shall the Town vote to authorize **Expenditure of Revenues** from Federal, State, and private grant sources for those purposes for which the grant is intended?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 37: Shall the Town vote to accept the following **Revenues** estimated below to reduce the 2023 Tax Commitment?

State Revenue Sharing	\$ 430,000
Interest on Property Taxes	\$ 20,000
Interest on Investments	\$ 37,000
Veterans Exemption	\$ 2,500
Homestead Exempt. Reimbursement	\$ 229,036
Tree Growth Reimbursement	\$ 14,000
BETE Reimbursement	\$ 6,422
Boat Excise Taxes	\$ 8,500
Motor Vehicle Excise Taxes	\$ 600,000
Agent Fees	\$ 14,000
Public Notice Fees	\$ 500
Business License Fees	\$ 50

Certified Copy Fees	\$ 1,500
Other Income	\$ 5,000
Heating	\$ 2,500
Plumbing Fees	\$ 6,000
Land Use Permit Fees	\$ 15,000
Interlocal CEO/LPI	\$ 42,000
Dog License Fees	\$ 1,500
Rabies Clinic	\$ 500
Library Revenue	\$ 4,500
Cable Television Fees	\$ 30,000
Beach Income	\$ 2,000
Recreation Income	\$ 19,100
Protection	\$ 3,700
Local Roads	\$ 36,000
Bond Proceeds	\$ 348,057
Grants- Sidewalk	\$ 30,000
Transfer Station Capital	\$ 17,726
Transfer Station	\$ 260,561
First Park	\$ 20,000
Snowmobile (State reimb.)	\$ 1,735
Enterprise Fund	\$ 3,000
General Assistance (State reimb.)	\$ 2,500
Total	\$2,214,887

Select Board recommends: Yes Budget Committee recommends: Yes

Article 38: Shall the Town vote to appropriate the following **Designated Fund** balances to reduce the 2023 Tax Commitment?

Age Friendly	\$ 2,000
Attorney Fees	\$ 5,000
Capital Equipment	\$ 10,000
Cemeteries	\$ 5,000
Cemeteries Capital	\$ 12,000
Conservation	\$ 4,000
Grants & Planning	\$ 5,000
Heritage Days	\$ 1,000
Library Operating	\$ 2,000
Local Tax Relief	\$ 10,000
Readfield Enterprise Fund	\$ 7,000
Revaluation	\$ 25,000
Roads Capital	\$ 75,000
Sidewalk (Church Rd.)	\$ 7,500
Town Properties	\$ 2,000
Transfer Station Capital	\$ 29,803
Transfer Station Operating	\$ 5,000
Trust Funds Cemetery Perpetual Care	\$ 10,000
Total	\$217,303

Select Board recommends: Yes Budget Committee recommends: Yes

Article 39: Shall the Town vote to authorize the Select Board to expend up to **\$25,000** from the **Unassigned Fund Balance** (General Fund), in the aggregate for one or more purposes as necessary to meet contingencies that may occur during the ensuing fiscal year?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 40: Shall the Town vote to appropriate **\$275,000** from the **Unassigned Fund Balance** to reduce the total tax commitment?

Select Board recommends: Yes Budget Committee recommends: Yes

Article 41: Shall an ordinance entitled 2023 Amendments to the Town of Readfield **Land Use Ordinance**, be enacted? (A copy of said Ordinance is attached to this Warrant.)

Article 42: Shall an ordinance entitled **Town Beach Ordinance** of the Town of Readfield Maine be enacted? (A copy of said Ordinance is attached to this Warrant.)

Article 43: Shall the Town vote to adopt the 2023 **Comprehensive Plan** for the Town of Readfield, said plan to replace the existing 2009 Comprehensive Plan in its entirety? (A copy of said 2023 Comprehensive Plan is attached to this Warrant.)

Town of Readfield Administration Ordinance

The purpose of this ordinance is to give authorization of powers and duties of the Select Board to manage the following ~~non-budgetary administrative~~ items:

1.1 ACCEPT PAYMENT OF TAXES

Authorize the Treasurer of Readfield to accept prepayment of taxes not yet committed pursuant to 36 M.R.S.A., Section 506.

1.2 APPLICATION OF TAXES

Authorize the Treasurer of Readfield to apply tax payments to the oldest outstanding balances first pursuant to 36 M.R.S., Section 906.

~~1.21.3~~ CONTRACTS AND LEASES

On behalf of the Town of Readfield, enter into single or multi-year contracts, leases and lease/purchase agreements, not to exceed five years, in the name of the Town if it is deemed to be in the best interest of the Town, where the underlying purpose has been authorized by the voters.

~~1.31.4~~ SALE OF SURPLUS PROPERTY

On behalf of the Town, sell any town-owned surplus property, equipment and tools no longer needed by the Town.

~~1.41.5~~ ACCEPTANCE OF GIFTS AND DONATIONS TO THE TOWN

To accept and expend, on behalf of the Town, any gifts or donations, including grants from federal, state and local agencies, unanticipated donations, or pass-through funds that may be provided by individuals, business associations, charitable groups, or other organizations, if the Select Persons determine that the gifts, donations, or pass through funds and their purposes are in the best interest of the Town. Enter into and execute such agreements and contracts and to take all actions as may be necessary, appropriate and convenient to accomplish this acceptance. Any donation or gift that requires additional funds, such funds must be appropriated by a Town ballot vote. The value and intended purpose of all donations accepted on behalf of the Town in excess of \$100, exclusive of volunteered time, whether cash or in-kind, publicly or anonymously given, shall be recorded by the Collection Clerk or designee and a receipt provided to the donor.

~~1.5 TAX ACQUIRED PROPERTY~~

~~To retain; sell to the prior owner for taxes, interest and costs; or sell the tax acquired property on such terms as they deem advisable, and in accordance with a written policy regarding Tax Acquired Property adopted by the Select Board.~~

1.6 EXPENDITURE OF GRANT FUNDS

To authorize the Expenditure of Revenues from Federal, State, and private grant sources for those purposes for which the grant is intended.

~~1.61.7~~ INCREASE LINE ITEM BY 5%

To increase any line item up to five percent (5%) by transferring funds from another line balance or miscellaneous income to pay for unexpected expenses.

~~1.71.8~~ EXPENDITURE OF CARRY FORWARD & RESERVE FUNDS

To expend for their designated purpose any funds that have been reserved or carried forward from prior and current fiscal years.

~~1.81.9~~ MISCELLANEOUS FEES

Town of Readfield Administration Ordinance

To set Miscellaneous Fees charged for Town services not covered or set by State Statue.

1.10 UNSPECIFIED SALARIES AND WAGES

To establish salaries and or wages of Town officers and employees, not elsewhere established.

Amendment History:

TM: June 14, 2016, July 14, 2020, June 11, 2024

TOWN OF READFIELD

PROPERTY TAX ASSISTANCE PROGRAM

ORDINANCE

Section 1. Purpose

This ordinance is enacted pursuant to 36 M.R.S.A. §6232. The purpose of this Ordinance is to establish a program to provide property tax assistance to eligible persons who reside in the Town of Readfield. Under this program, the Town of Readfield will provide refund payments to those individuals who qualify for and are beneficiaries of the State of Maine Property Tax Fairness Credit pursuant to 36 M.R.S.A. §5219-KK, and who meet the criteria established by this Ordinance.

Section 2. Definitions

Homestead: For purposes of this article, "homestead" shall have the same meaning as defined in 36 M.R.S.A. § 5219-KK(1)(C). Generally, a homestead is a dwelling owned, rented or held in a trust, life tenancy or similar legal instrument for the benefit of the person seeking tax assistance under this Ordinance. The dwelling must be occupied by that person and that person's dependents as a home.

Qualifying applicant: A qualifying applicant is a person who is determined by the Town Manager, after review of a complete application under Section 4 of this Ordinance, to be eligible for a benefit under the terms of this Ordinance.

Section 3. Criteria for Participation

In order to participate in the Property Tax Assistance Program, an applicant shall demonstrate all of the following:

- a. The applicant shall have a homestead in the Town of Readfield at the time of the application and for the entire year prior to the date of application.
- b. If owned by the applicant, the homestead shall be enrolled in the State of Maine Homestead Exemption Program (36 M.R.S.A. §§ 681-689) for the year preceding the date of application
- c. The applicant has received a refund under the State of Maine Property Tax Fairness Credit (36 M.R.S.A. §5219-KK) for the year preceding the date of application.
- d. Total household income not exceeding an amount equal to 80% of the current United States Department of Housing and Urban Development median family income for the Town of Readfield for the applicable family size.

Section 4. Application and Payment Procedures

Persons seeking to participate in the Property Tax Assistance Program shall submit a written request to the Town Manager no later than ~~August 1~~December 31 of the year following the year for which the credit is requested and taxes were paid. Applications are required every year to participate in this program. The Town Manager shall provide an application form for the program, which shall include, at a minimum, the applicant's name, homestead address and contact information. Attached to all applications shall be proof and dollar amount (copy of check) of any refund under the State of Maine Property Tax Fairness Credit Program (36 M.R.S.A. §5219-KK). Attached to all applications shall be proof of household income for the year preceding the date of application. The Town Manager or their designee shall review and determine if the application is complete and accurate and if the applicant is otherwise eligible to participate in the Program within fourteen (14) days of receipt of an application. The Town Manager shall notify an applicant if an application is determined to be incomplete. The Town Manager's determination of eligibility to participate in the Program may be appealed to the ~~Chair of the~~ Board of Assessors within twenty (20) days of the date of the Town Manager's decision. No appeals shall be considered beyond the Board of Assessors.

Every effort shall be made to manage the application and award process discreetly, however, applications (or portions thereof) made under this Program may be subject to public record requests pursuant to Title 1 M.R.S.A. Section 402(3).

Section 5. Determination of Eligibility and Amount of Eligibility

If the Town Manager determines that the applicant is eligible to participate in the Program, ~~he shall determine the total amount of such~~ eligibility. ~~Eligibility~~ shall be the lesser of the following amounts:

- a. 40% of the amount of the refund awarded by the State under the Property Tax Fairness Credit (36 M.R.S.A. §5219-KK) for the tax year preceding the date of application;
- b. ~~\$360.00~~400.00 or;
- c. Available monies in the Town of Readfield Local Tax Assistance Fund, as prorated among eligible applicants.

The Town Manager shall report to the Select Board ~~for its approval~~ at a meeting in August-January each year the benefit amounts and number of eligible applicants ~~to be~~ granted assistance from the program fund.

Section 6. Program Fund - Limitations Upon Ppayments

Benefits under this Ordinance shall be conditioned upon the existence of sufficient monies in the program fund the year in which participation is sought. If there are not sufficient monies in the program fund to cover all qualifying applicants under this Ordinance, benefits shall be limited to the amounts available in the fund. In the event that

a lack of funding results in no benefit or less than the full benefit to a qualifying applicant, the request will not carry over to the next year.

Section 7. ~~Creation of the Program Fund~~

The program fund from which benefits shall be drawn under the terms of this Ordinance shall be created and funded as follows:

~~If approved, an~~An initial appropriation of \$50,000 shall be made from the undesignated fund as identified in the June 12, 2018 Town Meeting Warrant. This appropriation shall be deposited in a carry-forward account to be solely for the purpose of tax assistance associated with the Program. As funds are available, the Select Board shall request from the annual ~~T~~own ~~m~~Meeting monies from the general fund or other sources to support this program.

Section 8. Timing of Benefits

A homeowner who qualifies for a tax benefit under this program shall receive a credit to his/her tax account. A renter who qualifies for a tax benefit under this Program shall be mailed a check. In all cases the benefit shall be equal to the amount for which he/she is eligible under Section 5 of this ordinance (or the pro-rated amount if inadequate funds are available) and shall be made available to the applicant no later than fourteen (14) days from the date of Town Manager approval of the applications for the year in which participation is sought.

Section 9. Limitations ~~u~~Upon Benefits

Only one qualifying applicant per household shall be entitled to a benefit under this Program each year. The right to file an application under this Ordinance is personal to the applicant and does not survive the applicant's death, but the right may be exercised on behalf of an applicant by the applicant's legal guardian or attorney-in-fact. If an applicant dies after having filed a timely complete application that results in a determination of qualification, the amount determined by the Town Manager shall be disbursed to another member of the household as determined by the Chair of the Board of Assessors or the Town Manager. If the applicant was the only member of a household, then no benefit shall be made under this Ordinance.

OTHER BUSINESS

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