



## TOWN OF READFIELD

OLD KENTS HILL ROAD, READFIELD, MAINE 04355  
Office Telephone (207) 685-4939  
Website: [www.readfieldmaine.org](http://www.readfieldmaine.org)

May 18, 2020

Dear Readfield Resident,

Transparency in government is critically important and this mailing is intended to provide you with local voting information in a different and more active way in light of the many impacts of COVID-19. This mailing includes the Warrant Articles that will be considered at the Annual Town Meeting / Secret Ballot Vote along with brief explanations and clarification on budgetary and policy matters. The warrant articles are in a standard font, while the notes and comments are in ***bold italics***.

Please note that there has been a change in our Annual Town Meeting date and location as a result of COVID-19. In-person secret ballot voting will be held at the Readfield Elementary School Gymnasium at 84 South Road from 8am until 8pm on Tuesday, July 14, 2020. Absentee voting is strongly encouraged as a matter of public health. This method of voting has become increasingly popular over the past few years with over a quarter of residents already voting absentee. Information on absentee voting can be found on the town website or by contacting the Town Office. Similarly, detailed information on the municipal budget can also be found through these channels.

- Readfield Town Website: [www.readfieldmaine.org](http://www.readfieldmaine.org)
- Readfield Town Office Main Phone Line: 685-4939
- Readfield Town Manager (for most budget questions): [manager@readfieldmaine.org](mailto:manager@readfieldmaine.org) or 685-1818
- Readfield Town Clerk (for most voting questions): [clerk@readfieldmaine.org](mailto:clerk@readfieldmaine.org) or 685-1816

Another excellent source of budget and warrant information is the Fiscal Year 2021 Municipal Budget and Warrant Public Hearing at 6:30pm on May 28<sup>th</sup>. Like all of our public meetings over the past few months this hearing will be held online. Here's how it will work:

- The events will be broadcast on cable channel 1301.
- The public may participate by calling (646) 876-9923 and entering ID# 605 153 705 or joining online at <https://maine.zoom.us/j/605153705>.
- Residents without internet or long-distance phone service are welcome to call 685-1813 with questions or comments.
- Reasonable comment time limits will be applied as if at an in-person event and will be accepted from Readfield residents.

The municipal budget is set to decline slightly and there are many important warrant articles to consider this year. Please take a moment to review this document and utilize other available resources. We thank you for your participation and engagement during this challenging time.

Sincerely,

Bruce Bourgoine,  
Chair, Readfield Select Board

## July 14, 2020 Annual Town Meeting / Secret Ballot Vote Warrant Articles and Notes

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

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

Price, Dennis

Write in: \_\_\_\_\_

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

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, 2020 through June 30, 2021?

Article 4: Shall the Town vote to fix September 25, 2020 or thirty days after the taxes are committed, whichever is later, and February 26, 2021 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 9% per year, which is the State rate pursuant to Title 36 MRSA, 505.4? ***Due dates are similar to past years. The rate is the State's allowable interest rate.***

Article 5: Shall the Town vote to authorize the Tax Collector to Pay Interest at a rate of 5% , which is lower than the State Rate of 9% , from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, § 506 & 506A? ***If not voted in the rate would default to the State's allowable interest rate of 7%. Last year it was voted in at 5%.***

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, 2020 to October 1, 2020?

Article 7: Shall the Town vote to raise and appropriate \$ 514,780 for the Administration budget category for the following budget lines with Grant Writing, Heating Assistance and Attorney Fees unexpended balances to be carried forward?

Municipal Administration	\$270,625
Insurance	\$140,150
Office Equipment	\$ 6,720
Assessing	\$ 23,675
CEO/LPI/BI	\$ 33,910
* Planning Board	\$ 1,100
* Appeals Board	\$ 100
Grant Writing/Planning Ser.	\$ 2,000
** Heating Assistance	\$ 1,500
Attorney Fees	\$ 35,000

\* ***New to this article, consolidated from former Boards & Commissions Article.***

\*\* ***Heating Assistance is funded by donations and bottles/can donation at the Transfer Station (zero tax dollars).***

Select Board recommends: Yes      Budget Committee recommends: Yes

Article 8: Shall the Town vote to raise and appropriate \$145,370 for the Municipal Maintenance budget category?

General Maintenance	\$ 95,220
Building Maintenance	\$ 42,400
Vehicles Maintenance	\$ 7,750

***Covers utilities and maintenance of Town buildings, grounds, and equipment.***

Select Board recommends: Yes      Budget Committee recommends: Yes

Article 9: Shall the Town vote to raise and appropriate \$69,770 for the Community Services budget category for the following budget lines, with the unexpended balance of the Age Friendly and Library budget line carried forward?

Animal Control	\$ 14,180	<i>Offset by \$3,500 in revenues.</i>
Kennebec Land Trust	\$ 250	
Kennebec Valley Council of Governments	\$ 4,500	
Age Friendly Initiatives	\$ 2,100	
Library Services	\$ 36,405	<i>Offset by \$3,167 in revenues.</i>
Readfield TV	\$ 5,415	<i>Offset by \$29,000 in revenues.</i>
Street Lights	\$ 6,500	
Maranacook Lake Dam	\$ 420	<i>New line for dam operating costs.</i>

Select Board recommends: Yes Budget Committee recommends: Yes

Article 10: Shall the Town vote to raise and appropriate \$46,412 for the Recreation, Parks, Activities and Open Space budget category for the following budget lines with any unexpended balances to be carried forward?

Beach	\$ 13,992	<i>Offset by \$9,992 in revenues</i>
Recreation	\$ 18,086	<i>Offset by \$14,210 in revenues, \$3,000 from reserve</i>
Heritage Days	\$ 5,000	
Town Properties	\$ 3,680	
* Conservation	\$ 3,850	<i>Offset by \$2,900 designated fund</i>
Trails	\$ 1,804	

\* *New to this article, consolidated from former Boards & Commissions article.*

Select Board recommends: Yes Budget Committee recommends: Yes

Article 11: Shall the Town of Readfield vote to make use of the Readfield Town Beach free to Readfield residents beginning January 1, 2021; with supporting revenues to come from property taxes, program fees, rentals, and other sources as deemed in the best interests of the Town? ***Currently the beach is only open to paying pass holders. Most of the revenue goes to fund an attendant to check passes, leaving little money for improvements or activities. The beach is a recreational resource that should be accessible to all residents. This article, if passed, would take effect next year and affect the following budget year.***

Article 12: Shall the Town vote to raise and appropriate \$141,362 for the Protection Department budget category for the following budget lines with any unexpended balances to carry forward?

Fire Department Operating	\$ 67,900	<i>Offset by \$250 in revenues</i>
Ambulance Service	\$ 32,162	
Tower Sites	\$ 4,550	<i>Offset by \$3,200 in revenues</i>
Dispatching	\$ 36,750	

Select Board recommends: Yes Budget Committee recommends: Yes

Article 13: Shall the Town vote to raise and appropriate \$22,500 for the Cemetery Materials & Services budget category, with any unexpended balances to carry forward? ***Offset by \$5,000 from Trust Fund Perpetual Care.***

Select Board recommends: Yes Budget Committee recommends: Yes

Article 14: Shall the Town vote to raise and appropriate \$392,150 for the Roads & Drainage budget category for the following budget lines with any unexpended balance to be carried forward for the Summer Roads budget? ***Offset by \$5,000 from Trust Fund Perpetual Care***

Summer Road Maintenance	\$ 121,500
Winter Road Maintenance	\$ 270,650

Select Board recommends: Yes Budget Committee recommends: Yes

Article 15: Shall the Town vote to raise and appropriate \$567,981 for the Capital Improvements budget category for the following budget lines with all accounts to be carried forward?

Admin Equip.	\$ 14,000	<i>PEG Station Conversion to Digital.</i>
Cemetery	\$ 5,000	<i>General capital reserve.</i>
Equipment	\$ 15,000	<i>Replacement reserves.</i>
Equipment Leases	\$ 16,150	<i>Sidewalk maint. vehicle final payment.</i>
Fire Dept.	\$ 10,000	<i>Combined F.D. reserves.</i>
Fire Station Addition	\$ 42,351	<i>Offset by \$25,000 revenues, \$8,146 F.S Addition designated fund, \$9,205 F.S Improvement designated fund.</i>
Gile Hall	\$ 20,000	<i>ADA, Windows, Paving reserves.</i>

Municipal Buildings	\$ 75,000	<i>Contingency &amp; general reserves.</i>
Roads	\$ 293,500	<i>Salt Shed Reserve \$50,000, LED Streetlight conversion \$20,000, Torsey Pond Bridge repair \$73,500, Road Paving \$125,000, Paving reserve \$25,000.</i>
Sidewalk	\$ 5,000	<i>Design and Planning.</i>
Transfer Station	\$ 71,980	<i>Compactor \$40,000, Backhoe \$11,200, Reserve of \$20,780.</i>

Select Board recommends: Yes Budget Committee recommends: Yes

Article 16: Shall the Town vote to raise and appropriate \$312,650 for the Solid Waste budget category with all accounts to be carried forward? **Offset by \$204,550 revenues including Fayette and Wayne's share.**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 17: Shall the Town vote to raise and appropriate \$48,550 for the Regional Assessments budget category for the following budget lines which the town is legally bound to pay?

Cobbossee Watershed	\$ 23,550	
First Park	\$ 25,000	<i>Offset by \$15,000 revenues.</i>

Select Board recommends: Yes Budget Committee recommends: Yes

Article 18: Shall the Town vote to raise and appropriate \$293,962 for the Kennebec County Tax budget category which the town is legally bound to pay? **Independent taxing authority.**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 19: Shall the Town vote to raise and appropriate \$196,963 for the Debt Service budget category for the following budget lines which the town are legally bound to pay?

2016 Fire Truck Bond	\$ 54,884	<i>Final Payment 11/2023.</i>
2018 Maranacook Lake Dam Bond	\$ 19,242	<i>Final Payment 5/2029.</i>
2013 Road & Bridge Bond	\$106,737	<i>Final Payment 7/2020.</i>
2020 Municipal Building Bond	\$ 16,100	<i>Final Payment 11/2035.</i>

Select Board recommends: Yes Budget Committee recommends: Yes

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

Select Board recommends: Yes Budget Committee recommends: Yes

Article 21: Shall the Town vote to raise and appropriate the requested amount of \$1,000 for the Kennebec Behavioral Health? **On warrant by signed petition dated 2009.**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 22: Shall the Town vote to raise and appropriate the requested amount of \$1,513 for the Central Maine Agency on Aging/Cohen Center/Senior Spectrum? **On warrant by signed petition dated 2009.**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 23: Shall the Town vote to raise and appropriate the requested amount of \$1,250 for the Family Violence Agency? **On warrant by signed petition dated 2009.**

Select Board recommends: Yes Budget Committee recommends: Yes

Article 24: Shall the Town vote to raise and appropriate the requested amount of \$2,362 for the Courtesy Boat Inspection Program, with \$1,575 for the Maranacook Lake Association and \$787 for the Torsey Pond Association? **On warrant by signed petition dated 2012.**

Select Board recommends: Yes Budget Committee recommends: Yes

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

*by signed petition dated 2012.*

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

Article 26: Shall the Town vote to raise and appropriate the requested amount of \$2,500 for the 30 Mile River Association? ***On warrant by signed petition dated 200, new amount since 2018.***

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

Article 27: Shall the Town vote to raise and appropriate the requested amount of \$5,000 for continued restoration of the Readfield Union Meeting House? ***On warrant by signed petition dated 2017.***

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

Article 28: Shall the Town vote to appropriate \$1,476 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? ***On warrant by signed petition dated 2009. Offset by revenues.***

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

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

Readfield Enterprise Fund	\$10,000	<b><i>Offset by designated funds.</i></b>
Real Estate Property Revaluation	\$10,000	<b><i>Reserve account for future revaluation.</i></b>
Overdraft	\$ 5,000	
Abatements	\$45,000	<b><i>Increased in response to COVID-19.</i></b>

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

Article 30: Shall the Town vote to raise and appropriate \$10,000 for the General Assistance budget category? ***Increased in response to COVID-19. Offset by \$5,000 in revenues.***

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

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

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

Article 32: Shall the Town vote to accept the following Estimated Revenues to reduce the 2020 Tax Commitment?

State Revenue Sharing	\$ 200,000
Interest on Property Taxes	\$ 30,000
Interest on Investments	\$ 2,000
Veterans Exemption	\$ 4,000
Homestead Exempt. Reimbursement	\$ 264,838
Tree Growth Reimbursement	\$ 9,000
BETE Reimbursement	\$ 12,910
Boat Excise Taxes	\$ 7,000
Motor Vehicle Excise Taxes	\$ 517,500
Agent Fees	\$ 9,000
Newsletter	\$ 100
Business License Fees	\$ 50
Certified Copy Fees	\$ 1,500
Other Income	\$ 5,000
Heating	\$ 1,500
Plumbing fees	\$ 4,000
Land Use Permit Fees	\$ 4,500
Dog License Fees	\$ 2,500
Rabies Clinic	\$ 1,000
Library Revenue	\$ 3,167
Cable Television Fees	\$ 29,000

Beach Income	\$ 9,992
Recreation Income	\$ 14,210
Protection	\$ 3,450
Local Roads	\$ 30,000
Municipal Building Projects Donations	\$ 25,000
Transfer Station Capital	\$ 12,132 <i>Fayette &amp; Wayne share.</i>
Transfer Station	\$ 204,550 <i>Operating Revenue Fayette &amp; Wayne.</i>
First Park	\$ 15,000
Snowmobile	\$ 1,476 <i>State reimbursement.</i>
General Assistance	<u>\$ 5,000</u> <i>State reimbursement.</i>
Total	\$1,429,375

*Several revenue lines were decreased in response to expected shortfalls caused by COVID-19.*

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

Article 33: Shall the Town vote to appropriate the following Designated Funds to reduce the 2020 Tax Commitment?

Beach	\$ 4,000
Conservation	\$ 2,900
Fire Station Addition	\$ 8,146
Fire Station Improvements	\$ 9,205
Local Tax Relief	\$ 10,000
Readfield Enterprise Fund	\$ 10,000
Recreation	\$ 3,000
Roads Operating	\$ 35,000
Roads Capital	\$ 73,500
Transfer Station	\$ 51,200
Trust Funds Cemetery Perpetual Care	<u>\$ 5,000</u>
Total	\$211,951

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

Article 34: Shall the Town vote to authorize the Select Board to expend up to \$25,000 from the Unassigned Fund Balance (General Fund), in the aggregate for one or more purposes as necessary to meet contingencies that may occur during the ensuing fiscal year? ***This article sets aside a small contingency to be used for emergencies or unanticipated financial needs.***

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

Article 35: Shall the Town vote to appropriate \$277,117 from the Unassigned Fund Balance to reduce the total tax commitment? ***This use of funds to reduce taxes is estimated to be very close to the threshold for our unassigned fund balance policy.***

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

Article 36: Shall the town vote to authorize the Select Board to make emergency expenditure reductions and if necessary transfers from the Unassigned Fund Balance (General Fund) up to \$200,000 in total pursuant as necessary to meet projected revenue shortfalls due to coronavirus emergency to the extent authorized by state law during the ensuing fiscal year? ***This article grants the Select Board emergency authority to address an urgent revenue shortfall preemptively by acting swiftly to fiscally protect the town and its residents. The Board envisions first making spending cuts and, only if necessary, moving limited funds from the unassigned fund balance while not endangering a responsible level of operating reserves. Approval now by secret ballot will ensure the broadest input by voters regarding the town's ability to address rapidly changing economic conditions.***

*Select Board recommends: Yes      Budget Committee recommends: No*

Article 37: Shall the Town authorize the purchase and conversion of existing streetlights to energy saving LED fixtures, authorize the installation of up to four new streetlights, and authorize an associated multi-year contract with Central Maine Power?

Article 38: Shall the Town vote to consolidate the following reserve accounts?

- The Road Bond 2013-14 reserve account into the Roads Capital reserve account,
- The Parks & Recreation (FKA Ball field) reserve account into the Town Properties reserve account,
- The Cemetery Living Fence reserve account into the Cemetery Capital reserve account,
- The Dispatching reserve account into a Public Safety reserve account, and

The Forestry reserve account into the Conservation Land reserve account  
*These consolidations combine similar or small balance accounts and streamline accounting.*

**NOTE ON ORDINANCES AND ORDINANCE REVISIONS:** *Due to size constraints the full text of new ordinance language and ordinance revision language was not included with this mailing. They can be found on the Town Website at [www.readfieldmaine.org](http://www.readfieldmaine.org) or by contacting the Town Office at 685-4939.*

Article 39: Shall an ordinance entitled Town of Readfield Food Sovereignty Ordinance, be enacted? (A copy of said Ordinance is attached to this Warrant.) *The ordinance will support local agriculture, food processing, and business, while expanding consumer rights and responsibilities.*

Article 40: Shall an ordinance entitled 2020 Amendments to the Town of Readfield Administration Ordinance, be enacted? (A copy of said Ordinance is attached to this Warrant.) *These amendments clarify administrative functions, remove language that is in conflict with State law, and improves the organization of the existing ordinance.*

Article 41: Shall an ordinance entitled 2020 Amendments to the Town of Readfield Land Use Ordinance, be enacted? (A copy of said Ordinance is attached to this Warrant.) *These changes amend and clarify the existing Land Use Ordinance.*

**NOTE ON ARTICLES 42 - 49:** *Articles 42 - 48 give residents the option of which marijuana related businesses, if any, to allow in Readfield, subject to the regulations and controls established by Ordinance in Article 49. Articles 42-48 allow selective approval of various business types while Article 49 considers the overall Ordinance that governs the activities described in Articles 42-48. Any activity approved under articles 42-48 will only be enacted if Article 49 is also approved.*

Article 42: Shall the Town vote to allow Medical Marijuana Manufacturing Facilities subject to the provisions of the Marijuana Establishments Ordinance to be considered under Article 49, if approved? *This article is asking if the voters would like to approve manufacturing facilities for MEDICAL cannabis use. Manufacturing means turning cannabis from dried flower into edibles, tinctures, etc. Manufacturing facilities would be subject to the approval of the overall ordinance, described in Article 49.*

Article 43: Shall the Town vote to allow Medical Marijuana Testing Facilities subject to the provisions of the Marijuana Establishments Ordinance to be considered under Article 49, if approved? *This article is asking if the voters would like to approve testing facilities for MEDICAL cannabis use. Testing facilities evaluate potency and purity of cannabis products. Testing facilities would be subject to the approval of the overall ordinance, described in Article 49.*

Article 44: Shall the Town vote to allow Medical Marijuana Registered Caregiver Retail Stores subject to the provisions of the Marijuana Establishments Ordinance to be considered under Article 49, if approved? *This article is asking if the voters would like to approve registered caregiver retail facilities for MEDICAL cannabis use. These facilities provide medicine to patients in a "storefront" manner. Retail caregiver facilities would be subject to the approval of the overall ordinance, described in Article 49.*

Article 45: Shall the Town vote to allow Adult Use Marijuana Cultivation Facilities subject to the provisions of the Marijuana Establishments Ordinance to be considered under Article 49, if approved? *This article is asking if the voters would like to approve cultivation facilities for ADULT USE cannabis. Cultivation facility details (size, limitations, licenses) are described in the overall ordinance in Article 49.*

Article 46: Shall the Town vote to allow Adult Use Marijuana Products Manufacturing Facilities subject to the provisions of the Marijuana Establishments Ordinance to be considered under Article 49, if approved? *This article is asking if the voters would like to approve manufacturing facilities for ADULT USE cannabis. Manufacturing includes creating edibles, tinctures, and concentrates. Manufacturing facility details (size, limitations, licenses) are described in the overall ordinance in Article 49.*

Article 47: Shall the Town vote to allow Adult Use Marijuana Testing Facilities subject to the provisions of the Marijuana Establishments Ordinance to be considered under Article 49, if approved? *This article is asking if the voters would like to approve testing facilities for ADULT USE cannabis. Testing facilities test the potency and purity of adult use cannabis. Testing facility details (size, limitations, licenses) are described in the overall ordinance in Article 49.*

Article 48: Shall the Town vote to allow Adult Use Marijuana Retail Stores subject to the provisions of the Marijuana Establishments Ordinance to be considered under Article 49, if approved? *This article is asking if the voters would like to approve retail facilities for ADULT USE cannabis. Retail facilities would offer cannabis products to adults over 21. Retail facility details (size, limitations, licenses) are described in the overall ordinance in Article 49.*

Article 49: Shall an ordinance entitled Town of Readfield Marijuana Establishments Ordinance, be enacted? (A copy of said Ordinance is attached to this Warrant.) *This is the ordinance that governs all marijuana related business in Readfield, if approved.*

Article 50: Should the Town continue to use the Secret Ballot process for the 2021 Annual Town Meeting? *This is an advisory vote that the Select Board will consider when determining whether to continue with secret ballot voting next year.*