

Town of Wayne Board of Selectmen

MEMBERS: Gary Kenny, Stephanie Haines, Stephen Saunders, Peter Ault and Don Welsh

Meeting Agenda

Date: Tuesday, February 24, 2015

Time: 6:30 PM

Place: Wayne Elementary School – Gymnasium

Call Meeting to Order.

Pledge of Allegiance.

Selectmen Present / Quorum.

Meeting Minutes.

- a. **Consider approving of meeting minutes of the Wayne Board of Selectmen – February 10, 2015.**

Manager Recommendation: Move the Board to approve meeting minutes of the Wayne Board of Selectmen – February 10, 2015.

Warrants.

- a. **Consider approving of Payroll Warrant #36.**

Manager Recommendation: Move the Board to approve Payroll Warrant #36.

- b. **Consider approving of Accounts Payable Warrant #37.**

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #37.

Business Agenda.

- a. **Law Enforcement Rural Patrol Dispatch.**

Manager Recommendation: Move the Board to authorize the Town Manager to sign agreement between the State of Maine Department of Public Safety and the Town of Wayne for Law Enforcement Rural Patrol Dispatch.

- b. **Online Dog Registration.**

Manager Recommendation: Move the Board to authorize the Town Manager to sign up for Wayne to offer Online Dog Registration.

- c. **Heating Oil Contract.**

Manager Recommendation: Move the Board to authorize the Town Manager to enter into a “Price Agreement Guarantee Contract for Purchase of #2 Heating Oil with Winthrop Fuel.

- d. **Executive Session, 1 MRSA §405 (6) A Personnel. (if needed)**

Manager Recommendation: Move the Board to enter into Executive Session, 1 MRSA §405 (6) A Personnel.

Manager Recommendation: Move the Board to exit into Executive Session, 1 MRSA §405 (6) A Personnel.

Manager Recommendation: Any motion as a result of executive session.

Supplements / Abatements.

Town Manager Report.

Board Member Reports.

Public Comments.

Adjourn.

The next regularly scheduled **Board of Selectmen Meeting** is scheduled for **Tuesday March 10, 2015 at 6:30 PM** at the Wayne Elementary School - Gym.

**Town of Wayne, Maine
Select Board Meeting Minutes
Tuesday February 10, 2015
Wayne Elementary School**

Call Meeting to Order/ Selectmen Present

Gary Kenny determined quorum and called meeting to order at 6:30 PM with the following members present: Peter Ault, Stephanie Haines, Gary Kenny, Stephen Saunders, and Donald Welsh.

Others Present: Aaron Chrostowsky, Town Manager; Cathy Cook, Town Clerk

Audience: Mackenzie Stevenson and Heather Gallant

Pledge of Allegiance

Meeting Minutes

- a. A motion was made to approve the meeting minutes of the Board of Selectmen meeting on January 13, 2015. (Haines/Welch) (5/0)

Warrants

- a. The Board approved Warrant #32 (Payroll) in the amount of \$12,812.54. (Saunders/ Welsh) (5/0)
- b. The Board approved Warrant #33 (Accounts Payable) in the amount of \$177,079.44. (Saunders/Haines) (5/0)
- c. The Board approved Warrant #34 (Payroll) in the amount of \$5,815.91. (Saunders/Welsh) (5/0)
- d. The Board approved Warrant #35 (Accounts Payable) in the amount of \$201,797.28. (Saunders/Haines) (5/0)

Business Agenda

- a. Announcement on Comprehensive Plan, which was cancelled earlier due to a blizzard, reschedule date of March 10, 2015 at 6:30 pm.
- b. The Board was moved to approve the Town Manager to continue to negotiate with Time Warner Cable to satisfy the needs of Wayne's citizens. Mackenzie Stevenson and Heather Gallant asked the Town to help them convince Time Warner Cable to make service available to residents of Tucker and Strickland Ferry Road. (Saunders/Haines) (5/0)
- c. The Board was moved to approve the Solid Waste Committee recommendation of staffing the Transfer Station on Sunday during the summer months not exceed \$3,000. (\$1,500 Wayne's share). (Welsh/Haines) (5/0)
- d. The Board voted to sign the Quit Claim Deed on tax acquired property for Map 013 Lot 022-033 to Brooke High Pappas. (Haines/Welsh) (5/0)

Select Board Meeting Minutes 02-10-2015

- e. The Board was moved to sign the agreement with the State, that the Town of Wayne will issue a permit to the MaineDOT contractor for transporting construction equipment (backhoes, bulldozers, etc.) that exceed legal weight limits over municipal roads. (Saunders/Haines) (5/0)
- f. The Board was moved to recommend including Town Managers Proposal for transfer and consolidation of Capital Reserve Funds on Annual Town Meeting Warrant. (Welsh/Saunders) (5/0)
- g. The Board was moved to consolidate and transfer existing funds in the Conservation Special Revenue Account, Androscoggin Lake Special Revenue Account with the Conservation Special Revenue Account to create a Water Quality Special Revenue Account. (Haines/Saunders) (5/0).
- h. Discussion about Request from Senate President Mike Thibodeau "Unfunded Mandates."
- i. Discussion about the Governor's Proposed Budget.
- j. The Board was moved to nominate the dedications for the Town Report. (Saunders/Haines) (5/0)
- k. Executive Session, 1 MRSA SS405 (6) E Legal

Supplements / Abatements: None

Town Manager Report:

Winter is here! **Winter sand** is available for residents use only. This sand can be picked up at the Fairbank Road site. Please be considerate of your neighbors and only take two (2) five (5) gallon buckets per storm.

The Board of Selectmen is looking for a qualified individual to become **Wayne's Representative to RSU #38 Board of Directors**. After many years of public service, Richard Spencer, Ph.D. stepped down as Wayne's representative to the RSU #38 Board of Directors. Many thank for his public service. If you are interested, please contact the Town Office.

In observation of **President's Day, Monday February 16, 2015**, the Town Office will be closed.

A representative from **Senator Angus King's office** will be holding constituent service hours to hear your concerns, **Tuesday February 17th, 2015** between **2:00 and 4:00 PM** at the Wayne Town Office.

The **Town's Assessor Agent** Matt Caldwell from RJD Appraisal will be available by appointment on **Monday February 23, 2015** to answer any questions you might have about your assessment or tax bill. Please contact, the Town Office to schedule an appointment.

The **Board of Selectmen and Comprehensive Plan Committee** will be holding a public hearing on **Tuesday March 10, 2015, at 6:30 PM** at the Wayne Elementary School Gymnasium. They are seeking public input on the draft Comprehensive Plan. For more information, go to www.waynemaine.org.

The Town Manager offered to write a letter from the Town to Stefan Pakulski who just resigned from his position as Town Manager office in Readfield, and a letter to the Corner Store to welcome the new owners, Stacey and Derek Cobb.

Board Member Reports:

- a. Gary Kenny stated the Sand and Salt Shed looks good.
- b. Stephen Saunders suggested Town Manager present a list of goals to the Selectboard.
- c. Stephanie Haines suggested setting up the Town Manager's review in March.
- d. Peter Ault thanked the Board for their support since Lois passed away.

Public Comments:

- a. None.

Adjourn.

Motion to Adjourn at 8:25 PM. (Welsh/Haines) (5/0)

The next Select Board Meeting is scheduled for Tuesday, February 24, 2015 at 6:30 p.m. at the Wayne Elementary School Gym.

Recorded by:
Cathy Cook, Town Clerk

Select Board Members

Gary Kenny

Stephanie Haines

Stephen Saunders

Peter Ault

Don Welsh

Town of Wayne, Maine

PSAP & Dispatch Services
FY 2015-2016

**Somerset County
Communication Center
Skowhegan, ME**

FY 2014-2015
\$2.00 per capita x 1,189 (2010 Census) = \$2,378
FY 2015-2016
\$2.10 per capita x 1,189 (2010 Census) = \$2,497

Public Safety Answering Point (PSAP)

- Dial 911

**Central Maine Regional Communication Center
Augusta, ME**

FY 2014-2015
\$7,379
FY 2015-2016
\$7,916

Law Enforcement Rural Patrol Dispatch

- Maine State Police
- Kennebec Sheriff's Office

**Winthrop Communication Center
Winthrop, ME**

FY 2014-2015
\$1.76 per capita x 1,189 (2010 Census) = \$2,093

Fire/Ambulance Dispatch

- Wayne Fire Department
- Winthrop Ambulance

AGREEMENT
BETWEEN
STATE OF MAINE, DEPARTMENT OF PUBLIC SAFETY
AND
TOWN OF WAYNE

This Agreement is between the State of Maine, Department of Public Safety, with a mailing address of 104 State House Station, Augusta, Maine 04333-0104 (“Department”) and the Town of Wayne, with a mailing address of PO Box 400 48 Pond Road, Wayne, Maine 04284 (“Town”), hereinafter referred to jointly as the “Parties”.

WHEREAS, the Town of Wayne has an obligation to provide Public Safety Law Enforcement Dispatch services; and

WHEREAS, the Town wishes to contract with the Department for the provision of law enforcement dispatch services; and

WHEREAS, the Department is willing to provide law enforcement dispatch services:

NOW THEREFORE, in consideration of the premises and the covenants set forth herein, the Parties agree as follows:

1. The Department agrees to furnish to the Town all qualified personnel, facilities and materials necessary to provide Public Safety Law Enforcement Dispatch services as set forth in Attachment A to this Agreement (“Project”).
2. The Department shall provide to the Town:
 - a. A quarterly statistical report of law enforcement dispatch services;

- b. Transcripts of 9-1-1 calls received in connection with the performance of law enforcement dispatch services under this Agreement, upon the request of the Town;
- c. Copies of tapes of radio calls received in connection with the performance of law enforcement dispatch services under this Agreement, upon the request of the Town (for court and investigative purposes); and

3. The Town shall pay to the Department a fee for Public Safety Law Enforcement dispatch services pursuant to the Local Jurisdiction Fee Schedule as developed and approved by the Maine Communications System Policy Board. For purposes of determining the total annual fee of \$7,916.00, for the Town of Wayne during the period commencing July 1, 2015, and ending June 30, 2016, the census population data of 1,189, and dispatched call volume for 2014 of 314 for the local jurisdiction has been used. The census data population number is subject to revision at the time of any extended term of this Agreement, and shall be set forth in any amendment to the Agreement. The Department shall invoice the Town quarterly.

4. The term of this Agreement shall be twelve (12) months commencing July 1, 2015, and ending June 30, 2016. The Town may extend the term of the Agreement on the same terms and conditions for an additional twelve (12) month period by giving the Department written notice of such request sixty (60) days prior to the expiration of this Agreement. Any extension of the term of this Agreement must be approved by both Parties in writing as an amendment to the Agreement.

5. This Agreement may be terminated by either Party for convenience by notifying the other Party in writing of the termination six (6) months prior to the date of

termination. In the event of such termination, the Parties agree to work together to ensure continuation of dispatch services.

6. The Department and the Town shall each appoint a Project Administrator.

7. The Parties shall comply with all applicable state and federal laws, rules, and regulations in performance under this Agreement.

8. The Department shall maintain all books, documents, records and other materials, in whatever form, pertaining to this Agreement and retain such books, documents, records and other materials during the term of this Agreement and for such period of time as required by the Maine Archivist and the accounting and auditing practices of the State of Maine. The Department shall make the books, documents, records, and other materials available for inspecting and copying in accordance with the provisions of the Maine Freedom of Access law.

9. This Agreement shall be governed by the laws of the State of Maine.

10. The Town may request changes in the work ("Change Request") to be performed by the Department. A Change Request shall be in writing and submitted to the Department's Project Administrator. Within fifteen (15) days of receipt of a Change Request, the Department shall provide to the Town Project Administrator a written statement indicating whether the Change Request has a price or schedule impact. If there is a price or schedule impact, the statement shall include a description of the estimated price increase or decrease and any impact on schedule. In the event the Parties agree to the Change Request, they shall attempt to negotiate in good faith the terms and conditions for implementation of the Change Request. A Change request shall not be effective unless memorialized in writing and signed by both Parties.

11. The Town Project Administrator shall have responsibility for coordinating the performance of dispatch services by the Department, including, but not limited to:

- a. Reviewing written planning documents prepared by the Department;
- b. Being available to the Department Project Administrator during normal business hours for consultation and decision making;
- c. Forming a Dispatch Advisory Sub-Committee (“Advisory Sub-Committee”) that will be responsible for providing advice to the Maine Communications System Policy Board regarding dispatching services (optional); and
- d. Scheduling and attending regular meetings of the Advisory Sub-Committee.

12. The Department’s Project Administrator shall have responsibility for coordinating the performance of dispatching services with the Town, including, but not limited to:

- a. Preparing written planning documents that set forth dispatching service tasks in detail;
- b. Being available to the Town Project Administrator during normal business hours for consultation and decision making;
- c. Attending meetings of the Advisory Sub-Committee if formed;
- d. Supervising Department personnel involved in providing dispatch services; and
- e. Ensuring that dispatching services are performed in accordance with Department standards.

13. The Parties acknowledge that during performance of this Agreement they each may be exposed to or acquire confidential information. Subject to the requirements of federal and State law, the Parties agree to hold such information in strict confidence and not to copy, reproduce, sell, assign, license, market, transfer, give or otherwise disclose such information to third parties or to use such information for any purpose other than for the provision of dispatch services. The Parties shall advise each of their employees, agents and representatives of their obligations to keep such information confidential. The Parties shall use reasonable efforts to assist each other in identifying and preventing any unauthorized use or disclosure of such information. Without limitation of the foregoing, the Parties shall make reasonable efforts to advise each other immediately in the event that either learns or has reason to believe that any person who has had access to such information has violated or intends to violate either the terms of this Agreement, or applicable law and will reasonably cooperate in seeking injunctive relief against any such person. Nothing in this Section 13 shall prohibit disclosure of public records or other information by either party when such disclosure is permitted by Maine's Freedom of Access law, 1 M.R.S.A. sec. 401 *et seq.*, or by court order. Responses to requests for public records related to this contract shall be made jointly and cooperatively by the Parties. The terms of this Section 13 shall survive the expiration or termination of this Agreement.

14. In the event of any dispute arising during the term of this Agreement concerning performance of the work under the Agreement, either party shall serve notice of such dispute on the other party and the Commissioner of Public Safety. The Commissioner shall decide the dispute, reduce the decision to writing, and serve a copy on both Parties. The Commissioner's decision shall be final, unless either party seeks relief under applicable law.

15. The Parties shall not be deemed to have waived any provision of this Agreement unless expressed in writing and signed by the waiving Party. The Parties agree that they shall not assert in any action relating to the Agreement that any waiver occurred between the Parties that is not expressed in writing. The failure of any Party to insist in any one or more instances upon strict performance of any of the terms and provisions of the Agreement, or to exercise an option or election under the Agreement,

shall not be construed as a waiver or relinquishment for the future of such terms, provisions, option or election, but the same shall continue in full force and effect, and no waiver by any party of any one or more of its rights or remedies under the Agreement shall be deemed to be a waiver of any prior or subsequent rights or remedy under the Agreement.

16. The Department shall have the right to terminate this Agreement in the event of a material breach or default by the Town of its obligations hereunder that is not cured within thirty (30) days from the date of receipt by the Town of written notice of such breach from the Department. If the breach or default, by its nature, cannot be cured within such thirty (30) day period, then the Town shall have such additional time (not to exceed thirty (30) additional days) as may be necessary to cure the breach or default, provided the Town has exercised reasonable efforts and taken appropriate action to begin cure of the breach or default within the initial thirty (30) day cure period.

17. The Town shall have the right to terminate this Agreement in the event of a material breach or default by the Department of its obligations hereunder that is not cured within thirty (30) days from the date of receipt by the Department of written notice of such breach from the Town. If the breach or default, by its nature, cannot be cured within such thirty (30) day period, then the Department shall have such additional time (not to exceed thirty (30) additional days) as may be necessary to cure the breach or default, provided the Department has exercised reasonable efforts and taken appropriate actions to begin cure of the breach or default within the initial thirty (30) day cure period.

18. This Agreement is subject to available budgetary appropriations and shall not create any obligation on behalf of the Town in excess of such appropriations. In the event insufficient funds are appropriated to fund this Agreement, or if funds are de-appropriated, the Town shall immediately notify the Department of such action. The failure of the Town to meet its obligations under this Agreement as a result of insufficient funding may be deemed by the Department as a breach of this Agreement.

19. The Department shall be excused from its performance obligations under this Agreement if and to the extent that the Department's provision of dispatching

services is prevented or rendered functionally useless by circumstances including, but not limited to, telecommunications failures, damage to equipment, or other physical causes resulting from an act of God, act of war, riot, fire, explosion, flood or other catastrophe, or any other event beyond the control of, and that could not reasonably be foreseen by, the Department. In such an event, to the extent that circumstances may reasonably allow, the Department shall promptly take all appropriate and necessary actions within its power to restore dispatch services to the fullest extent possible, in accordance with this Agreement.

20. The invalidity or unenforceability of any particular provision or part thereof of this Agreement shall not affect the remainder of said provision or any other provisions, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision or part thereof had been omitted.

21. This Agreement contains the entire agreement of the Parties with respect to the matters addressed therein. This Agreement may not be amended except upon the express written agreement of the Department and the Town.

22. In the event of any litigation between the Parties with regard to the Agreement, each party shall be responsible for its own expenses, costs and attorney fees.

WHEREFORE, the Parties have caused this Agreement to be executed by their
duly authorized representatives on the date set forth below.

Dated: _____

DEPARTMENT OF PUBLIC SAFETY

By: _____

Title: _____

Dated: _____

TOWN OF WAYNE

By: _____

Title: _____

ATTACHMENT "A"

SPECIFICATIONS OF SERVICES TO BE PERFORMED

The Department agrees to provide the Town with emergency communication services for appropriate service providers. These include, but are not limited to, Fire, Rescue, Animal Control, and Law Enforcement.

[Appropriately tailored for PSAP-only services, dispatch-only services or PSAP and dispatch services.]

- A. Provide adequate facilities, equipment and personnel to carry out the purposes stated in the PSAP standards of the State of Maine.
- B. Provide call answering, which shall include but not be limited to all emergency and non-emergency calls for service.
- C. Provide dispatching service, which shall include but not be limited to dispatching personnel and equipment for emergency and non-emergency calls for service, dispatching for all on-going incidents, as well as coordination of all support services as deemed appropriate by the Incident Commander and/or authorized agency personnel.
- D. Provide METRO/NCIC (Maine Telecommunications and Routing Operations System/National Crime Information Center) services, as needed or requested by the Law Enforcement branch of the Town. A Secondary Users Agreement must be signed by the Chief Law Enforcement Officer of the City/Town.
- E. Ensure that all the calls for service are dispatched to the appropriate service providers for the Town.
- F. Provide all services in the most cost effective and efficient manner possible.

To: Board of Selectmen
From: Aaron Chrostowsky, Town Manager
Re: Online Dog Registration
Date: 2/20/2015

Several residents have requested that we consider offering online dog registration due to their active lifestyles can't make our office hours.

The Town offers a variety of online services such as:

- Maine Online Absentee Request Service;
- BMV Rapid Renewal – Vehicle & Trailer Renewal Registration Service;
- IFW Maine Online Sportsman Electronic System;
- IFW Boat Registration Renewal Online Service;
- IFW ATV & Snowmobile Registration Renewal Online Service;

This would be another tool, we can use for outreach to our residents.

This service is free to the Town. We still will have to administer the program like normal through our office.

Below is a chart I prepared that shows what area towns use this system. Town's that use the system are pleased with the system.

Using System

Leeds
Manchester
Monmouth
Readfield

Not Using System

Fayette
Livermore Falls
Mount Vernon
Winthrop

Information Resource of Maine

Home → Municipalities → Dog Licensing

Dog Licensing

InforME offers an online dog licensing service. Participation is open to all Maine municipalities and is available to citizens October 15 to January 31 of each year.

Service Benefits

- No back-end system or digitized records required
- No credit card merchant account needed
- No cost to the municipality to join. You will receive a \$3 credit from the Department of Agriculture, Conservation and Forestry for every dog licensed online. Municipalities are responsible for mailing the tags to dog owners for renewals and new licensing transactions
- Offer credit card payments securely and safely – InforME is CyberTrust certified, the industry gold standard for security, and PCI/DSS compliant.
- Payment can be made by a Visa or MasterCard credit/debit card
- Citizens can license a new dog or renew a license online from a participating municipality at any time during the renewal season
- Users can license one or more dogs in one payment transaction
- Customers must provide their dog information including rabies vaccination and alteration details through the online user interface

Easy Administration

An administrative website allows each municipality to manage the dogs licensed online:

- Track all transactions
- Access financial reconciliation reports
- Automate renewal reminder emails to customers
- Print marketing materials such as posters and brochures for use in your office

Sign Up Today

Use the form to request to participate.

Credits

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Town of Wayne, Maine

- Home
- Town Office
- Community Services
- Boards & Committees



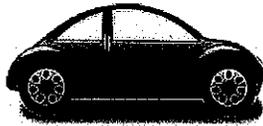
- About Us
- On Line Services
- Community Calendar
- Volunteer & Employment Opportunities
- Bid Opportunities
- News
- Helpful Links
- Contact Us
- Policies and Ordinances
- Federal and State Representatives
- Mapping

On-Line Services

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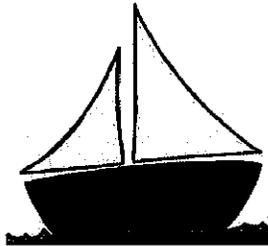
Maine Online Absentee Ballot Request Service.



BMV - Rapid Renewal - Vehicle & Trailer Renewal Registration Service



IFW - Maine Online Sportsman Electronic System



IFW - Boat Registration Renewal Online Service



IFW - ATV & Snowmobile Registration Online Service



Real Estate & Personal Property Tax Online Payment System

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Dog Licensing

ONLINE PURCHASING & RENEWAL SERVICE



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SERVICE INFORMATION

- [Home](#)
- [What dog licenses pay for](#)
- [Donate to Fight Animal Abuse](#)

Welcome to the Dog Licensing Online Purchasing & Renewal Service



All dog renewals must be completed by January 31, 2015.

If you are licensing a wolf hybrid, service/search or rescue dog or obtaining a kennel license please contact your municipal office.

What you will need:

- Credit Card
- License/Tag number (Renewal only)
- State of Maine Rabies certificate
- Veterinarian's name and phone number
- Spay or Neuter Certificate (if your dog has been "fixed")

Attention: Not all towns/cities in Maine participate in this on-line program. The town you select and your address will be verified by the town office. Selecting a town that is not your legal residency will cause your dog license fee to be rejected and your dog will be considered unlicensed.

Get Started Now

Your City or Town:

OR

Questions about this Service? Contact the Maine Department of Agriculture, Conservation and Forestry: (207) 287-3846 or Email: animal.welfare@maine.gov

[Technical Assistance](#) | [ACF Home](#) | [Maine.gov](#) | [Privacy](#) | [Security](#)



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To: Board of Selectmen
From: Aaron Chrostowsky, Town Manager
Re: #2 Heating Oil Contract
Date: 2/20/2015

As you know, the Town of Wayne participates annually in the Joint Bidding of Heating and Motor Oil with the following Town's and School District:

- RSU #38
- Fayette
- Manchester
- Monmouth
- Mount Vernon
- Readfield
- Wayne

The Town of Wayne has requested 1,800 gallons for the Fire Department.

Wayne Fire Department

#1: Village Sta., 150 Main Street, #2 Heating Fuel, Est. Annual Usage: 600 gals.

#2: North Wayne Sta., 14 Kent's Hill Road, #2 Heating Fuel, Est. Annual Usage: 1,200 gals.

Total: Est. Annual Usage: 1,800 gallons

FY 2014-2015 Pricing – Winthrop Fuel Co.

1,800 gallons x \$3.194 per gallon = \$5,749.20

FY 2015-2016 Pricing – Winthrop Fuel Co.

1,800 gallons x \$2.242 per gallon = \$4,035.60

For a Total Savings from FY '15 to FY '16

1,800 gallons x \$0.952 per gallon = \$1,713.60

**PRICE AGREEMENT GUARANTEE
CONTRACT FOR PURCHASE OF #2 HEATING OIL**

This agreement is made between Winthrop Fuel Co., Inc. (Winthrop Fuel) and Town of Wayne, Maine (Customer) for the period beginning July 1, 2015 and ending June 30, 2016.

Customer and Winthrop Fuel agree to the following terms and conditions:

1. Customer agrees to purchase 1,800 gallons of #2 heating oil, for the delivery season beginning July 1, 2015 and ending June 30, 2016, upon the following terms and conditions:

Guaranteed Price Agreement:

a. Purchase Price: Peddle Truck Small Deliveries \$ 2.242 per gallon.

b. Payment for each delivery shall be made within 10 days of delivery. Any balance due more than 10 days after delivery shall bear interest at the rate of 18 percent per annum.

c. Customer understands and agrees to accept that all delivery invoices will be delivered to them via email only and agrees to pay from invoice based on the terms outlined in subparagraph (b) above.

2. No Other Heating Oil to be Delivered: During the delivery season, the heating oil shall be delivered automatically to the physical address listed in numbered paragraph 7 below. Customer understands that tank levels are to be reported to Winthrop Fuel each Monday AM, (Fri PM if closed Monday). Winthrop Fuel shall monitor Customer's usage based on these reports and shall determine a delivery schedule based upon such usage. Unless Customer's tank drops below 20% of capacity Winthrop Fuel shall not be obligated to make a delivery. Customer acknowledges that the guaranteed price set forth above is based in part upon certain economies of scale as a result of Winthrop Fuel's ability to establish and control the delivery schedule and that Customer, therefore, has no right to an unscheduled delivery, except that Winthrop Fuel will not allow the Customer's tank to become empty so long as the agreement is in force and Customer is current in his/her/their/its payments.

3. Delivery of Other Fuel: Customer shall not request nor permit any other supplier to make deliveries of heating oil to the physical address listed in numbered paragraph 7 below during the delivery season. Should Customer obtain heating oil from another vendor during the delivery season, Winthrop Fuel may, at its option, terminate this contract. If Winthrop Fuel terminates the contract, customer agrees to pay a penalty for any gallons contracted for, but not yet delivered, equal to the difference between the purchase price set forth above and Winthrop Fuel's cost (the price at which Winthrop Fuel either purchased or had contracted to purchase the remaining gallons) plus the difference between Winthrop Fuel's cost and Winthrop Fuel's prevailing cash price (if less than Winthrop Fuel's cost).

4. Customer's Obligations Regarding Access and Compliance: Customer shall (1) provide safe and unobstructed access to all fill pipes and shall keep said access clear of snow and ice; and (2) insure that all storage tanks, pipes and connections comply with applicable laws, ordinances and regulations.

Town Manager Goals

- I. Update Emergency Operations Plan**
- II. Fire Truck Replacement Plan**
- III. Complete Road Plan**
- IV. Complete Comprehensive Plan**
- V. Continue to work with Conservation Commission to protect Water Quality**
- VI. Continue to work with Facilities Committee to design new Town Office**
- VII. Continue to work with Village Development Committee**

TOWN OF WAYNE, MAINE
Town Manager Employment Agreement

This is an Employment Agreement, dated **March 11, 2014** (Effective Date) between the Town of Wayne and **Aaron Chrostowsky** of **Waterville, ME**. This agreement is pursuant to Title 30-A, Section 2631-2639, as amended by an ordinance adopted by the Town of Wayne on March 10, 1979, which adopted the Town Manager form of government.

1. **Description of Employment and Employee's Duties:** The Selectmen, acting for the Town, hereby employs the Employee as Town Manager of the Town of Wayne and the Employee accepts such employment upon the terms and conditions herein contained. The Employee's duties shall be those usually associated with a Town Manager of a Maine Municipality and as prescribed from time to time by the Selectmen and the State of Maine. The Employee shall assert his/her best efforts, attention and energies to his position and it is understood that the Employee, for no further compensation, also performs the duties of Road Commissioner, Deputy Treasurer, Deputy Tax Collector, Deputy Town Clerk, General Assistance Officer and Health Officer. The Employee may also perform other assignments or appointments from time to time, as necessary.
2. **Term:** The Term of this Agreement shall be for a period of approximately thirty-six (36) months, commencing on **July 1, 2014** (Commencement Date) and ending **June 30, 2017** (Termination Date). This Agreement shall not be evidence of any expectations of continued employment either indefinitely or for any period beyond this Term. During the Term, the Town Manager may be terminated at any time subject to the termination provisions of this Agreement. A new Agreement is required for the Town Manager to work for the Town beyond the Termination Date.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Selectmen to terminate the services of the Employee at any time, or for the Employee to resign at any time, subject only to the provisions set forth in Section 6 of this Agreement.

The Selectmen agree that on or before **May 1**, of each successive contract year, they will notify Employee of their intent and desire to enter into an employment agreement with the Employee, and the Employee agrees he/she will do the same. If both parties indicate that they desire a new employment agreement, they agree that they will, in good faith attempt to sign a new agreement on or before **July 1, of each successive contract year**.

3. **Compensation:** The Town shall pay to the Employee, for all of his/her services to be rendered hereunder, the following Salary:

From the Commencement Date until June 30, 2017, at the rate of \$45,390 per year, payable in such installments as the Selectmen may from time to time determine. The Selectmen agree to review the Employee's salary and benefit package for the upcoming fiscal year on or before before April 1 of each subsequent year. If the Town Manager and the Selectboard cannot agree upon a salary and compensation package for the following fiscal year by May 1, the Town and Town Manager agree to dissolve the remaining years of this contract, effective at the end of that fiscal year.

4. **Benefits:** In addition to the Salary, the Town shall provide the following Benefits:
 - A. **Retirement:** Town agrees to pay up to five percent (5%) into a 457 Deferred Compensation Plan or other Retirement Plan established for the Employee, contingent on a one-to-one match to the five percent total figure by the Employee, who also may elect at his/her own option, and with no

Town contribution, to defer additional monies into the retirement plan. Participation in Social Security is mandatory, with both the Town and Employee making the required contributions.

- B. Insurance: Town agrees to pay one hundred percent (100%) of the Employee's cost for the following insurances through the Maine Municipal Association or other parties retained, as deemed to be in the best interest of the town.
- Health Insurance (Individual Rate, PPO plan);
 - Life Insurance equal to one 1 year's salary;
 - Dental Insurance; and
 - Disability Insurance.
 - Vision
- C. Vacation: Vacation time is two weeks (10 days) for one year; two weeks (10 days) at two years; three weeks (15 days) at three years and four years; and capped at four weeks (20 days) beginning in year five, regardless of the length of service. The Manager shall not use more than ten (10) vacation days in any thirty (30) day period without prior approval of the Board of Selectmen.
- D. Holidays: The Employee shall be granted the holidays normally observed statewide and granted other town employees with the approval of the Selectmen.
- E. Accrued Vacation: Upon termination, whether voluntary or involuntary, the Town shall compensate Employee for all accrued but unused vacation time. Said compensation shall be based upon Employee's Salary as of the date of employment and termination.
- F. Sick Time: Employee to accumulate sick days at the rate of one (1) day per month, accumulating up to a total of thirty (30) days, with any accrued amounts not payable upon leaving employment.
- G. Management Facilities: The Town will provide and maintain, or cause to be provided and maintained, such facilities, equipment and supplies as the Board of Selectmen deems necessary for the Manager's performance of his/her services and duties under this agreement.
- H. Management Service: The Manager shall devote an average of forty (40) hours per week to the affairs of the Town of Wayne and shall use his/her best efforts and devote his/her full time to the performance of his/her employment under this contract.
- a. Professional Development: Professional Development: The Town shall pay for membership dues to the International City / County Management Association (\$320/yr) and the Maine Town and City Management Association (\$80/yr), and if attendance is authorized by the Select Board, fees and expenses for the Maine Town and City Managers Interchange and Institute, and the Maine Municipal Association Annual Convention. Also, the Town shall pay fees and expenses for other professional development activities for which it approves attendance.
- b. Indemnification: The Town shall defend, hold harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as Town Manager. The Town will, in its sole discretion, defend, compromise or settle as appropriate any such claim or suit and pay the amount of any settlement or judgment. This section does not apply to claims resulting from Employee's

willful misconduct or for claims arising outside of Employee's duties as Town Manager. Such indemnification shall extend beyond termination of employment and the otherwise expiration of this Agreement to provide full and complete protection for the Employee by the Town.

- c. Jury Duty: In the event that the Employee is called for jury duty and attends court and is paid by the court system, the Employee will remit to the Selectmen all such sums for jury duty. The Selectmen agree, however, that attendance at jury duty will not diminish any of the Benefits and the Employee shall receive full Salary and Benefits during the jury duty period.
 - d. Bereavement Leave: In the event of the death of the Employee's spouse, or child, the Employee shall be entitled to seven (7) consecutive working days leave. For the Employee's mother, father, stepmother or stepfather, seven (7) workdays, and for the Employee's brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandchildren and grandparents, the Employee shall be entitled to up to three (3) workdays leave. For the Employee's spouse's grandparents, one (1) workday. The Employee must attend the funeral. However, Bereavement Leave may be banked if burial is to take place at a later date. Such hours taken for bereavement leave shall be counted as hours worked in determining eligibility for overtime pay, vacations and holiday pay. Employee shall be allowed to take time off without pay to attend funerals of persons not covered in this section.
 - e. Performance Evaluation: The Selectmen agree to perform performance evaluations from time to time. . An annual review will be conducted by the selectmen on or before April 1, of each successive year of the contract period.
5. **Termination**: Notwithstanding any statutory or other provisions that pertain to the employment and termination of a Town Manager, Employee's employment under this Agreement may be terminated as follows:
- A. Termination for Cause: The Selectmen may terminate this Agreement at any time for cause, as follows:
 - a. In the event of a material breach of this Agreement or any representation or warranty herein, by Employee, provided that written notice of such breach is given to the Employee and the breach is not cured within sixty (60) days; and provided further that the Selectmen may terminate Employee's employment under this Agreement immediately and without notice in the event of gross and demonstrable dereliction of duty by Employee;
 - b. In the event that Employee has been found by a court or administrative agency (or is reasonably believed by the Selectmen) to have committed a criminal offense (other than a traffic offense);
 - c. In the event that Employee engages in dishonest conduct or conducts himself/herself in a manner which harms or causes injury to the Town;
 - d. In the event the Selectmen discover that the Employee has falsified information and records provided in connection with his/her application for employment or committed resume fraud.
 - e. In the event that Employee repeatedly, intentionally or negligently fails to perform his/her work responsibilities or to attend work.

B. **Termination Without Cause:** The Selectmen may elect to terminate Employee's employment under this Agreement at any time during the term of the Agreement, with notice, even in the absence of cause or a material breach as follows:

a. If the termination occurs during the term of this contract, the Selectmen shall pay the Employee an amount equal to six months Salary and Benefits.

b. In the event that the Employee is terminated for cause, the Selectmen shall have no obligation under this paragraph.

C. **Termination by Employee:** The Employee may voluntarily terminate this Agreement at any time upon sixty (60) days written notice to the Selectmen. In the event of such termination, the Employee shall not be entitled to receive any Severance Pay.

6. **Confidential Information:** Employee has access to confidential information pertaining to persons or property in the Town. Employee shall not use this privileged information to his/her private advantage or to provide friends or acquaintances with information that could be used to private advantage.

7. **Dispute Resolution:** Any unresolved dispute between Employee and the Selectmen concerning the rights and obligations of the parties hereunder, including any dispute following the termination of this Agreement, shall be resolved by binding arbitration conducted in Kennebec County, Maine in accordance with the arbitration rules of the American Arbitration Association. The cost of such arbitration shall be borne equally by both parties. This provision applies to any claim under Title VII, the ADA, the ADEA, 42 USC 1983 or any other federal or state discrimination law.

8. **Notices:** Any notice required or permitted to be given by one party to the other hereunder shall be sufficient if in writing and hand delivered or mailed by certified mail, return receipt requested, to the following address, until notice of change of address is actually received by the sending party:

To the Selectmen:
c/o Town of Wayne
P.O. Box 400
48 Pond Road
Wayne, ME 04284

To the Employee:
Aaron Chrostowsky
42 Central Street, Apt. 2a
Winthrop, Maine 04364

9. **Entire Agreement:** This Agreement constitutes the entire agreement between the Town and the Employee, and there are no oral or written agreements, understandings, warranties or representations between the parties except as set forth herein.

10. **Amendments:** This agreement may not be amended except by writing and signed by both parties, except as may be provided by law.

11. **Waiver:** No term or provision of this Agreement shall be deemed to have been waived by either party unless such a waiver is in writing and signed by the party making the waiver.

12. **Headings:** The headings of the numbered paragraphs of this Agreement are used solely for convenience and are not to be used in construing or interpreting the Agreement.

13. **Severability:** In the event that any provision of this Agreement is found to be unenforceable, illegal or contrary to public policy, such findings shall not invalidate the entire Agreement, and this Agreement shall remain in full force and effect except for the offending provision.

14. **Choice of Law:** This Agreement has been made and entered into in the State of Maine and shall be interpreted according to Maine law.

Employee:

Aaron Chrostowsky

Selectmen of the Town of Wayne:

Gary A. Kenny, Chair

Stephen R. Saunders

Carroll Paradis, Vice Chair

Stephanie H. Haines

Peter Ault

Attachment: Subsequently dated Goals and Objectives

Expense Summary Report

Fund: 1

ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
100 - General Admin	234,144.00	182,778.52	51,365.48	78.06
01 - Salaries	143,768.00	95,238.69	48,529.31	66.24
01 - Selectmen	7,162.00	4,774.80	2,387.20	66.67
05 - Town Manager	45,390.00	31,420.80	13,969.20	69.22
15 - Treasurer	3,000.00	2,000.00	1,000.00	66.67
20 - Tax Collector	20,050.00	14,607.73	5,442.27	72.86
25 - Town Clerk	21,216.00	15,506.70	5,709.30	73.09
30 - Office Clerk	1,000.00	0.00	1,000.00	0.00
35 - Meeting Clerk	1,179.00	0.00	1,179.00	0.00
70 - Med/Fica	7,573.00	5,225.65	2,347.35	69.00
75 - Health Insurance	31,905.00	21,343.11	10,561.89	66.90
80 - Retirement	4,430.00	0.00	4,430.00	0.00
81 - Income Protection plan	863.00	359.90	503.10	41.70
02 - Operating Expense	31,776.00	27,906.31	3,869.69	87.82
01 - Office Expense	4,000.00	3,963.60	36.40	99.09
05 - Travel expenses	2,000.00	320.77	1,679.23	16.04
10 - Training Expense	4,000.00	1,176.00	2,824.00	29.40
15 - Maintenance and Repairs	1,000.00	1,465.91	-465.91	146.59
20 - Dues	4,826.00	4,973.00	-147.00	103.05
25 - Computer Repairs	2,000.00	1,055.90	944.10	52.80
30 - Computer Software	8,000.00	8,986.97	-986.97	112.34
35 - Website	750.00	750.00	0.00	100.00
40 - Town Report	1,000.00	0.00	1,000.00	0.00
45 - Sunshine Fund	200.00	124.95	75.05	62.48
50 - Tax Administration	4,000.00	5,089.21	-1,089.21	127.23
03 - Contractual	50,800.00	52,479.47	-1,679.47	103.31
01 - Legal Services	15,000.00	25,281.81	-10,281.81	168.55
05 - Audit Services	7,100.00	5,540.00	1,560.00	78.03
15 - Insurance	20,000.00	17,401.00	2,599.00	87.01
20 - Rent	6,700.00	1,150.00	5,550.00	17.16
25 - Copier lease	2,000.00	3,106.66	-1,106.66	155.33
05 - Utilities	2,800.00	1,836.05	963.95	65.57
01 - Telephone	2,800.00	1,836.05	963.95	65.57
65 - Unclassified	5,000.00	5,318.00	-318.00	106.36
01 - Contigent	5,000.00	5,318.00	-318.00	106.36
101 - Debt Service	99,000.00	37,944.00	61,056.00	38.33
15 - Debt Service	99,000.00	37,944.00	61,056.00	38.33
05 - North Wayne Road Bond	34,000.00	37,944.00	-3,944.00	111.60
15 - Old Winthrop Road Bond	65,000.00	0.00	65,000.00	0.00
102 - Elections & Hearings	3,938.00	618.31	3,319.69	15.70
01 - Salaries	1,938.00	360.00	1,578.00	18.58
41 - Elections clerk	1,800.00	360.00	1,440.00	20.00
70 - Med/Fica	138.00	0.00	138.00	0.00
02 - Operating Expense	2,000.00	258.31	1,741.69	12.92
01 - Office Expense	2,000.00	258.31	1,741.69	12.92
103 - General Assistance	5,000.00	555.00	4,445.00	11.10
10 - Social Services/Community Serv	5,000.00	555.00	4,445.00	11.10
85 - General Assistance	5,000.00	555.00	4,445.00	11.10

Expense Summary Report

Fund: 1
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
104 - Fire Department CONT'D				
104 - Fire Department	53,995.00	23,201.53	30,793.47	42.97
01 - Salaries	13,995.00	6,459.00	7,536.00	46.15
50 - Chief Officers stipends	6,000.00	3,999.96	2,000.04	66.67
52 - Firefighter stipends	7,000.00	2,000.00	5,000.00	28.57
70 - Med/Fica	995.00	459.04	535.96	46.13
02 - Operating Expense	40,000.00	16,742.53	23,257.47	41.86
60 - Fire Dept Operations	22,000.00	14,627.62	7,372.38	66.49
61 - Fire Communications	4,000.00	2,114.91	1,885.09	52.87
62 - Fire Capital	14,000.00	0.00	14,000.00	0.00
105 - Assessing	19,700.00	15,033.28	4,666.72	76.31
03 - Contractual	19,700.00	15,033.28	4,666.72	76.31
30 - Assessing/Mapping	14,000.00	9,333.28	4,666.72	66.67
35 - Quarterly review	5,700.00	5,700.00	0.00	100.00
106 - Animal Control	5,130.00	3,570.89	1,559.11	69.61
01 - Salaries	3,230.00	2,153.00	1,077.00	66.66
55 - Animal control officer	3,000.00	2,000.00	1,000.00	66.67
70 - Med/Fica	230.00	153.00	77.00	66.52
10 - Social Services/Community Serv	1,900.00	1,417.89	482.11	74.63
90 - Humane Society	1,900.00	1,417.89	482.11	74.63
107 - Code Enforcement	13,514.00	9,834.55	3,679.45	72.77
01 - Salaries	12,514.00	8,813.88	3,700.12	70.43
56 - Code Enforcement Officer	11,625.00	8,187.48	3,437.52	70.43
70 - Med/Fica	889.00	626.40	262.60	70.46
65 - Unclassified	1,000.00	1,020.67	-20.67	102.07
30 - Ordinance & Mapping	1,000.00	1,020.67	-20.67	102.07
108 - Public Safety	31,362.00	25,813.28	5,548.72	82.31
03 - Contractual	25,362.00	21,184.44	4,177.56	83.53
40 - Ambulance	9,512.00	9,512.00	0.00	100.00
45 - Sheriff Dept	4,000.00	3,080.00	920.00	77.00
50 - PSAP Dispatching	11,850.00	8,592.44	3,257.56	72.51
05 - Utilities	6,000.00	4,628.84	1,371.16	77.15
20 - Street lights	6,000.00	4,628.84	1,371.16	77.15
109 - Roads	318,853.00	226,111.94	92,741.06	70.91
03 - Contractual	160,603.00	99,125.62	61,477.38	61.72
55 - Parking lot Plowing	3,100.00	1,400.00	1,700.00	45.16
60 - Road Plowing	152,503.00	96,584.98	55,918.02	63.33
75 - Roadside mowing	4,000.00	1,140.64	2,859.36	28.52
80 - Landfill mowing	1,000.00	0.00	1,000.00	0.00
05 - Utilities	500.00	360.77	139.23	72.15
05 - Electricity	500.00	360.77	139.23	72.15
25 - ROADS	157,750.00	126,625.55	31,124.45	80.27
01 - Roads Administration	2,000.00	2,316.86	-316.86	115.84
05 - Brush/Tree removal	15,000.00	12,475.00	2,525.00	83.17
10 - Calcium chloride	9,000.00	7,029.90	1,970.10	78.11
15 - Sweeping	4,000.00	0.00	4,000.00	0.00
20 - Patching	5,000.00	1,686.50	3,313.50	33.73

Expense Summary Report

Fund: 1
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
109 - Roads CONT'D				
30 - Signs	3,000.00	1,470.73	1,529.27	49.02
35 - Painting	750.00	900.00	-150.00	120.00
40 - Culverts	20,000.00	8,063.98	11,936.02	40.32
45 - Gravel	20,000.00	23,960.18	-3,960.18	119.80
46 - Winter salt	21,000.00	16,194.04	4,805.96	77.11
55 - Crack sealing	2,000.00	3,100.00	-1,100.00	155.00
70 - Grading	15,000.00	2,432.50	12,567.50	16.22
75 - Ditching	40,000.00	46,893.86	-6,893.86	117.23
80 - Catch Basin	1,000.00	102.00	898.00	10.20
110 - Transfer Station	110,959.00	82,167.66	28,791.34	74.05
02 - Operating Expense	4,000.00	2,549.75	1,450.25	63.74
80 - Hazardous waste	1,000.00	0.00	1,000.00	0.00
85 - Backhoe rentalTransfer station	3,000.00	2,549.75	450.25	84.99
03 - Contractual	106,959.00	79,617.91	27,341.09	74.44
65 - Transfer Station	106,959.00	79,617.91	27,341.09	74.44
111 - Outside Agencies	20,320.00	19,720.00	600.00	97.05
10 - Social Services/Community Serv	20,320.00	19,720.00	600.00	97.05
01 - Library	6,000.00	6,000.00	0.00	100.00
10 - Archival board	600.00	0.00	600.00	0.00
15 - Messenger	1,200.00	1,200.00	0.00	100.00
20 - Cemetery Association	3,500.00	3,500.00	0.00	100.00
25 - Community Action	3,300.00	3,300.00	0.00	100.00
30 - Senior Spectrum	1,004.00	1,004.00	0.00	100.00
35 - Hospice	1,000.00	1,000.00	0.00	100.00
45 - Public Broadcasting	100.00	100.00	0.00	100.00
50 - Kennebec Mental health	1,600.00	1,600.00	0.00	100.00
60 - Red Cross	1,200.00	1,200.00	0.00	100.00
65 - Crisis Spport	416.00	416.00	0.00	100.00
94 - Winthrop Food Pantry	400.00	400.00	0.00	100.00
112 - Recreation	23,000.00	13,140.16	9,859.84	57.13
02 - Operating Expense	4,300.00	0.00	4,300.00	0.00
90 - Ladd Operational expenses	4,300.00	0.00	4,300.00	0.00
03 - Contractual	5,350.00	3,057.16	2,292.84	57.14
70 - Park Mowing	2,150.00	1,228.56	921.44	57.14
71 - Ladd Mowing	3,200.00	1,828.60	1,371.40	57.14
10 - Social Services/Community Serv	8,350.00	8,050.00	300.00	96.41
91 - Kennebec Land Trust	250.00	250.00	0.00	100.00
92 - Friends of Cobbossee Watershe	1,300.00	1,300.00	0.00	100.00
93 - Memorial Day	300.00	0.00	300.00	0.00
96 - Athletic League	500.00	500.00	0.00	100.00
97 - Andro Lake Improve Corp	1,500.00	1,500.00	0.00	100.00
98 - Andro Yacht club	500.00	500.00	0.00	100.00
99 - 30 Mile Wateshed	4,000.00	4,000.00	0.00	100.00
65 - Unclassified	5,000.00	2,033.00	2,967.00	40.66
25 - Lake Protection	5,000.00	2,033.00	2,967.00	40.66
113 - Land and Buildings	1,500.00	840.04	659.96	56.00
02 - Operating Expense	600.00	325.76	274.24	54.29

Expense Summary Report

Fund: 1
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
113 - Land and Buildings CONT'D				
95 - NW Schoolhouse	200.00	88.11	111.89	44.06
96 - NW Building	200.00	143.21	56.79	71.61
97 - Town House	200.00	94.44	105.56	47.22
03 - Contractual	900.00	514.28	385.72	57.14
70 - Park Mowing	0.00	514.28	-514.28	---
72 - Historic Property Mowing	900.00	0.00	900.00	0.00
114 - Capital Reserves transfers	138,500.00	138,500.00	0.00	100.00
52 - CAPITAL RESERVE	138,500.00	138,500.00	0.00	100.00
02 - Fire Equipment	5,000.00	5,000.00	0.00	100.00
05 - Fire Truck	20,000.00	20,000.00	0.00	100.00
30 - Cemetery Stone Cleaning Fund	2,500.00	2,500.00	0.00	100.00
45 - Land and Buildings	10,000.00	10,000.00	0.00	100.00
50 - Road Recon. & Pav. Project	60,000.00	60,000.00	0.00	100.00
65 - Town Hall Building	15,000.00	15,000.00	0.00	100.00
70 - Village Improvement Projects	5,000.00	5,000.00	0.00	100.00
75 - Technology Replacement Plan	3,000.00	3,000.00	0.00	100.00
80 - GIS Mapping Project	18,000.00	18,000.00	0.00	100.00
115 - School RSU #38	1,774,654.00	1,189,758.68	584,895.32	67.04
60 - INTER GOVERNMENT	1,774,654.00	1,189,758.68	584,895.32	67.04
15 - RSU #38	1,774,654.00	1,189,758.68	584,895.32	67.04
116 - County Tax	203,946.00	197,225.98	6,720.02	96.71
60 - INTER GOVERNMENT	203,946.00	197,225.98	6,720.02	96.71
20 - Kennebec County Tax	186,446.00	179,882.30	6,563.70	96.48
21 - six month budget instl 5yr pay	17,500.00	17,343.68	156.32	99.11
117 - Cobbossee Watershed District	2,233.00	1,488.66	744.34	66.67
60 - INTER GOVERNMENT	2,233.00	1,488.66	744.34	66.67
25 - Cobbossee Watershed District	2,233.00	1,488.66	744.34	66.67
118 - Overlay	0.00	3,516.33	-3,516.33	----
60 - INTER GOVERNMENT	0.00	3,516.33	-3,516.33	----
30 - Overlay	0.00	3,516.33	-3,516.33	----
Final Totals	3,059,748.00	2,171,818.81	887,929.19	70.98

Revenue Summary Report

Fund: 1
ALL

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
100 - General Admin	378,129.00	2,800,334.89	-2,422,205.89	740.58
01 - Banking Interest	1,000.00	0.00	1,000.00	0.00
03 - Lien costs	2,000.00	4,677.09	-2,677.09	233.85
04 - Interest on taxes	10,000.00	11,124.42	-1,124.42	111.24
05 - MV Agent fees	4,000.00	2,618.00	1,382.00	65.45
06 - IFW Agent fees	500.00	290.00	210.00	58.00
07 - Motor Vehicle excise	200,000.00	127,740.29	72,259.71	63.87
08 - Boat Excise	2,000.00	681.00	1,319.00	34.05
09 - Vitals	250.00	405.00	-155.00	162.00
13 - Cable TV Franchise	4,300.00	4,108.78	191.22	95.55
14 - Misc revenue	10,000.00	10,700.81	-700.81	107.01
15 - Surplus	100,000.00	0.00	100,000.00	0.00
21 - State revenue sharing	44,079.00	30,442.46	13,636.54	69.06
25 - Tax Commitment	0.00	2,597,744.07	-2,597,744.07	----
26 - Supplemental Taxes	0.00	9,802.97	-9,802.97	----
103 - General Assistance	2,500.00	0.00	2,500.00	0.00
01 - GA Reimbursement	2,500.00	0.00	2,500.00	0.00
104 - Fire Department	0.00	74.00	-74.00	----
01 - Burning Permit	0.00	74.00	-74.00	----
105 - Assessing	29,900.00	31,057.42	-1,157.42	103.87
01 - Tree Growth	4,000.00	3,739.42	260.58	93.49
02 - Homestead Exemption	25,000.00	25,858.00	-858.00	103.43
03 - Veteran reimbursement	900.00	1,460.00	-560.00	162.22
106 - Animal Control	750.00	779.00	-29.00	103.87
01 - Dog fees	750.00	704.00	46.00	93.87
02 - Dog late fees	0.00	75.00	-75.00	----
107 - Code Enforcement	1,000.00	1,898.00	-898.00	189.80
01 - Building permits	1,000.00	1,897.00	-897.00	189.70
02 - Yard Sale Permit	0.00	1.00	-1.00	----
109 - Roads	33,292.00	30,532.00	2,760.00	91.71
01 - Local Road Assist Program	33,292.00	30,532.00	2,760.00	91.71
110 - Transfer Station	30,000.00	0.00	30,000.00	0.00
15 - Transfer from Cap. Reserve Fnd	30,000.00	0.00	30,000.00	0.00
Final Totals	475,571.00	2,864,675.31	-2,389,104.31	602.37

Revenue Summary Report

Fund: 1
ALL

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
100 - General Admin	378,129.00	2,800,334.89	-2,422,205.89	740.58
01 - Banking Interest	1,000.00	0.00	1,000.00	0.00
03 - Lien costs	2,000.00	4,677.09	-2,677.09	233.85
04 - Interest on taxes	10,000.00	11,124.42	-1,124.42	111.24
05 - MV Agent fees	4,000.00	2,618.00	1,382.00	65.45
06 - IFW Agent fees	500.00	290.00	210.00	58.00
07 - Motor Vehicle excise	200,000.00	127,740.29	72,259.71	63.87
08 - Boat Excise	2,000.00	681.00	1,319.00	34.05
09 - Vitals	250.00	405.00	-155.00	162.00
13 - Cable TV Franchise	4,300.00	4,108.78	191.22	95.55
14 - Misc revenue	10,000.00	10,700.81	-700.81	107.01
15 - Surplus	100,000.00	0.00	100,000.00	0.00
21 - State revenue sharing	44,079.00	30,442.46	13,636.54	69.06
25 - Tax Commitment	0.00	2,597,744.07	-2,597,744.07	----
26 - Supplemental Taxes	0.00	9,802.97	-9,802.97	----
103 - General Assistance	2,500.00	0.00	2,500.00	0.00
01 - GA Reimbursement	2,500.00	0.00	2,500.00	0.00
104 - Fire Department	0.00	74.00	-74.00	----
01 - Burning Permit	0.00	74.00	-74.00	----
105 - Assessing	29,900.00	31,057.42	-1,157.42	103.87
01 - Tree Growth	4,000.00	3,739.42	260.58	93.49
02 - Homestead Exemption	25,000.00	25,858.00	-858.00	103.43
03 - Veteran reimbursement	900.00	1,460.00	-560.00	162.22
106 - Animal Control	750.00	779.00	-29.00	103.87
01 - Dog fees	750.00	704.00	46.00	93.87
02 - Dog late fees	0.00	75.00	-75.00	----
107 - Code Enforcement	1,000.00	1,898.00	-898.00	189.80
01 - Building permits	1,000.00	1,897.00	-897.00	189.70
02 - Yard Sale Permit	0.00	1.00	-1.00	----
109 - Roads	33,292.00	30,532.00	2,760.00	91.71
01 - Local Road Assist Program	33,292.00	30,532.00	2,760.00	91.71
110 - Transfer Station	30,000.00	0.00	30,000.00	0.00
15 - Transfer from Cap. Reserve Fnd	30,000.00	0.00	30,000.00	0.00
Final Totals	475,571.00	2,864,675.31	-2,389,104.31	602.37

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal Net	----- Y T D -----		Pending Activity	Balance Net	
		Debits	Credits	Net		
1. General Fund	0.00	19,461,256.89	19,461,256.89	0.00	-2,959.36	1,895,087.88
Assets	1,194,117.66	6,270,337.00	5,565,465.23	704,871.77	-3,901.55	1,895,087.88
100-00 Cash / Checking	1,035,201.10	2,754,142.72	3,056,126.00	-301,983.28	-5,700.54	727,517.28
110-00 Debit Card Account-Androscogg	2,030.92	0.00	0.00	0.00	0.00	2,030.92
110-01 Cash Drawers	400.00	0.00	0.00	0.00	0.00	400.00
110-03 Andro Savings 1600191314	242,867.27	0.00	0.00	0.00	0.00	242,867.27
150-05 2005 Real Estate Taxes	0.00	0.00	0.00	0.00	0.00	0.00
150-08 2008 Real Estate Taxes	0.00	1,263.96	1,263.96	0.00	0.00	0.00
150-09 2009 Real Estate Taxes	0.00	1,003.46	1,003.46	0.00	0.00	0.00
150-11 2011 Real Estate Taxes	0.00	5,589.70	3,455.20	2,134.50	0.00	2,134.50
150-12 2012 Real Estate Taxes	5,636.89	1,499.14	258.35	1,240.79	0.00	6,877.68
150-13 2013 Real Estate Taxes	132,625.27	2,894.77	136,130.05	-133,235.28	0.00	-610.01
150-14 2014 Real Estate Taxes	-2,519.78	2,591,615.25	1,767,124.74	824,490.51	0.00	821,970.73
150-15 2015 Real Estate Taxes	0.00	0.00	102.10	-102.10	0.00	-102.10
155-04 2004 pp Taxes	4,088.36	0.00	2,820.00	-2,820.00	0.00	1,268.36
155-05 2005 pp Taxes	168.81	0.00	0.00	0.00	0.00	168.81
155-06 2006 pp Taxes	250.19	0.00	0.00	0.00	0.00	250.19
155-07 2007 pp Taxes	261.03	0.00	0.00	0.00	0.00	261.03
155-08 2008 pp Taxes	421.05	0.00	0.00	0.00	0.00	421.05
155-09 2009 pp Taxes	554.20	0.00	0.00	0.00	0.00	554.20
155-10 2010 pp Taxes	880.67	0.00	0.00	0.00	0.00	880.67
155-11 2011 pp Taxes	1,822.39	0.00	317.63	-317.63	0.00	1,504.76
155-12 2012 pp Taxes	1,999.33	0.00	237.80	-237.80	0.00	1,761.53
155-13 2013 pp Taxes	2,154.17	0.00	0.06	-0.06	0.00	2,154.11
155-14 2014 pp Taxes	-23.24	10,465.69	3,218.24	7,247.45	0.00	7,224.21
155-15 2015 Taxes-p	0.00	0.00	0.04	-0.04	0.00	-0.04
160-09 2009 Liens	5,411.87	0.00	0.00	0.00	0.00	5,411.87
160-10 2010 Liens	5,611.57	0.00	0.00	0.00	0.00	5,611.57
160-11 2011 Liens	5,611.57	0.00	0.00	0.00	0.00	5,611.57
160-12 2012 Liens	49,917.60	3,488.76	52,727.60	-49,238.84	0.00	678.76
160-13 2013 Liens	0.00	83,313.30	27,545.98	55,767.32	0.00	55,767.32
165-00 Write off	0.00	1,376.90	0.00	1,376.90	0.00	1,376.90
199-02 Due to/from Ladd Rec	-13,238.54	69,001.69	61,859.01	7,142.68	1,798.99	-4,296.87
199-03 Due to/from Special Revenues	-19,092.60	1,379.00	915.00	464.00	0.00	-18,628.60
199-04 Due to/from Capital Projects	-268,563.39	742,136.87	440,500.00	301,636.87	0.00	33,073.48
199-05 Due to/from Trust Funds	-359.05	1,165.79	9,860.00	-8,694.21	0.00	-9,053.26
Liabilities	171,208.02	101,948.68	102,061.16	112.48	-942.19	170,378.31
310-01 BMV	1,118.80	53,724.18	53,975.88	251.70	-717.00	653.50
310-03 State Vital Fees	0.00	52.80	100.00	47.20	0.00	47.20
310-15 IFW	0.00	8,965.61	9,573.35	607.74	0.00	607.74
310-30 Dog License State	0.00	1,463.00	878.00	-585.00	0.00	-585.00
310-35 State Plumbing Fee 25%	625.00	295.00	663.75	368.75	0.00	993.75
310-36 DEP Plumbing Fee \$15.00	60.00	135.00	105.00	-30.00	0.00	30.00
320-05 LPI Plumbing Fee 75%	580.00	2,820.00	1,991.25	-828.75	0.00	-248.75
330-10 Federal withholding	0.00	9,479.93	9,479.93	0.00	0.00	0.00
330-15 Fica withholding	0.00	14,747.78	14,747.78	0.00	0.00	0.00
330-20 Medicare withholding	0.00	3,449.22	3,449.22	0.00	0.00	0.00
330-25 State withholding	0.00	3,111.98	3,111.98	0.00	0.00	0.00
330-31 Vision Withholding	0.00	0.00	0.00	0.00	0.00	0.00
330-40 Retirement withholding	0.00	745.92	745.92	0.00	0.00	0.00
330-50 MMEHT with holding	0.00	2,958.26	3,239.10	280.84	-225.19	55.65

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal Net	----- Y T D -----			Pending Activity	Balance Net
		Debits	Credits	Net		
1 - General Fund CONT'D						
400-00 Deferred Tax Revenues	168,824.22	0.00	0.00	0.00	0.00	168,824.22
Fund Balance	1,022,909.64	13,088,971.21	13,793,730.50	704,759.29	0.00	1,727,668.93
500-00 Expense control	0.00	2,315,853.71	10,628,681.69	8,312,827.98	0.00	8,312,827.98
510-00 Revenue control	0.00	1,727,086.50	3,165,048.81	1,437,962.31	0.00	1,437,962.31
520-00 Undesignated fund balance	1,022,909.64	9,046,031.00	0.00	-9,046,031.00	0.00	-8,023,121.36
2 - Ladd Rec Operations						
Assets	0.00	130,860.70	130,860.70	0.00	-1,798.99	-1,798.99
199-01 Due to/from	13,238.54	61,859.01	69,001.69	-7,142.68	-1,798.99	4,296.87
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	13,238.54	69,001.69	61,859.01	-7,142.68	0.00	6,095.86
500-00 Expense Control	0.00	65,466.69	0.00	-65,466.69	0.00	-65,466.69
510-00 Revenue Control	0.00	3,535.00	61,859.01	58,324.01	0.00	58,324.01
520-00 Fund Balance	13,238.54	0.00	0.00	0.00	0.00	13,238.54
3 - Special Revenues						
Assets	0.00	25,716.48	25,716.48	0.00	0.00	0.00
120-01 No. Wayne School House KSB	1,245.57	0.00	0.00	0.00	0.00	1,245.57
199-01 Due to/from	19,092.60	915.00	1,379.00	-464.00	0.00	18,628.60
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	20,338.17	24,801.48	24,337.48	-464.00	0.00	19,874.17
500-00 Expense Control	0.00	829.00	0.00	-829.00	0.00	-829.00
510-00 Revenue Control	0.00	550.00	21,253.17	20,703.17	0.00	20,703.17
521-00 Fire Ponds	1,633.00	1,633.00	0.00	-1,633.00	0.00	0.00
522-00 Comp Plan	125.00	125.00	0.00	-125.00	0.00	0.00
523-00 Perambulation	966.00	966.00	0.00	-966.00	0.00	0.00
524-00 ADA Compliance	1,450.00	1,450.00	0.00	-1,450.00	0.00	0.00
525-00 Animal Control	2,244.00	2,244.00	0.00	-2,244.00	0.00	0.00
526-00 Pandemic	5,000.00	5,000.00	0.00	-5,000.00	0.00	0.00
527-00 Conservation	812.00	812.00	0.00	-812.00	0.00	0.00
528-00 Snowmobile	0.00	0.00	0.00	0.00	0.00	0.00
529-00 Wayne Rescue	200.00	200.00	0.00	-200.00	0.00	0.00
530-00 Municipal Building	800.00	800.00	0.00	-800.00	0.00	0.00
531-00 Farmers Market	1,063.52	1,063.52	0.00	-1,063.52	0.00	0.00
532-00 Wayne History Project	3,973.42	3,973.42	0.00	-3,973.42	0.00	0.00
533-00 Andro Lake Improvements	875.54	875.54	0.00	-875.54	0.00	0.00
534-00 TOWN BOAT LAUNCH	-3,084.31	0.00	3,084.31	3,084.31	0.00	0.00
535-00 Soccer	1,714.93	1,714.93	0.00	-1,714.93	0.00	0.00
536-00 Softball	468.82	468.82	0.00	-468.82	0.00	0.00
537-00 Baseball	285.68	285.68	0.00	-285.68	0.00	0.00
538-00 Cemetery Lot Sales	550.00	550.00	0.00	-550.00	0.00	0.00
539-00 Community Directory	15.00	15.00	0.00	-15.00	0.00	0.00

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal Net	----- Y T D -----			Pending Activity	Balance Net
		Debits	Credits	Net		
3 - Special Revenues CONT'D						
540-00 No. Wayne School House	1,245.57	1,245.57	0.00	-1,245.57	0.00	0.00
4 - Capital Reserves	0.00	1,695,636.54	1,695,636.54	0.00	0.00	0.00
Assets	512,999.67	440,500.00	742,136.87	-301,636.87	0.00	211,362.80
109-00 Fire Truck - WAFUCU - 24852-00	25.00	0.00	0.00	0.00	0.00	25.00
110-00 Fire Truck - WAFUCU - 24852-64	244,411.28	0.00	0.00	0.00	0.00	244,411.28
199-01 Due to/from	268,563.39	440,500.00	742,136.87	-301,636.87	0.00	-33,073.48
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	512,999.67	1,255,136.54	953,499.67	-301,636.87	0.00	211,362.80
500-00 Expense Control	0.00	742,136.87	0.00	-742,136.87	0.00	-742,136.87
510-00 Revenue Control	0.00	0.00	953,499.67	953,499.67	0.00	953,499.67
520-00 Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
521-00 Transfer Station	73,572.00	73,572.00	0.00	-73,572.00	0.00	0.00
522-00 Voting Machine	6,500.00	6,500.00	0.00	-6,500.00	0.00	0.00
523-00 Road Reserve	2,515.64	2,515.64	0.00	-2,515.64	0.00	0.00
524-00 Fire Truck Reserve	284,685.99	284,685.99	0.00	-284,685.99	0.00	0.00
525-00 Sand Salt Shed	2,918.64	2,918.64	0.00	-2,918.64	0.00	0.00
526-00 Footbridge	3,767.44	3,767.44	0.00	-3,767.44	0.00	0.00
527-00 Paving Reserve	51,855.15	51,855.15	0.00	-51,855.15	0.00	0.00
529-00 Building maintenance	152.50	152.50	0.00	-152.50	0.00	0.00
530-00 Fire Station Addition	1,591.74	1,591.74	0.00	-1,591.74	0.00	0.00
531-00 Lord Road Paving	30,410.48	30,410.48	0.00	-30,410.48	0.00	0.00
532-00 Hardscrabble Road	2,810.53	2,810.53	0.00	-2,810.53	0.00	0.00
533-00 Lovejoy Pond Dam	18,183.53	18,183.53	0.00	-18,183.53	0.00	0.00
534-00 Land/Building Reserve	6,836.03	6,836.03	0.00	-6,836.03	0.00	0.00
535-00 Cemetery Stone Cleaning	7,400.00	7,400.00	0.00	-7,400.00	0.00	0.00
536-00 Future Town Office	15,000.00	15,000.00	0.00	-15,000.00	0.00	0.00
537-00 Besse Road Chip Seal	4,800.00	4,800.00	0.00	-4,800.00	0.00	0.00
5 - Trust Funds	0.00	11,025.79	11,025.79	0.00	0.00	0.00
Assets	66,919.65	9,860.00	1,165.79	8,694.21	0.00	75,613.86
101-00 Jaworski Andro 45107709	1,138.40	0.00	0.00	0.00	0.00	1,138.40
103-00 Ruth Lee Andro 45107645	8,461.03	0.00	0.00	0.00	0.00	8,461.03
104-00 Ladd Worthy Poor Andro 4510761	21,088.14	0.00	0.00	0.00	0.00	21,088.14
105-00 Ladd WAFUCU 25542-ID 00	25.11	0.00	0.00	0.00	0.00	25.11
106-00 Ladd WAFUCU 25542-ID 10	14,722.12	0.00	0.00	0.00	0.00	14,722.12
107-00 Ladd WAFUCU 25542-ID 64	21,125.80	0.00	0.00	0.00	0.00	21,125.80
199-01 Due to/from	359.05	9,860.00	1,165.79	8,694.21	0.00	9,053.26
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	66,919.65	1,165.79	9,860.00	8,694.21	0.00	75,613.86
500-00 Expense Control	0.00	1,165.79	0.00	-1,165.79	0.00	-1,165.79
510-00 Revenue Control	0.00	0.00	9,860.00	9,860.00	0.00	9,860.00
521-00 Jaworski Fund Balance	1,138.40	0.00	0.00	0.00	0.00	1,138.40
522-00 Ladd Recreation Capital FB	35,873.03	0.00	0.00	0.00	0.00	35,873.03

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal Net	----- Y T D -----		Net	Pending Activity	Balance Net
		Debits	Credits			
5 - Trust Funds CONT'D						
523-00 Ruth Lee FB	8,461.03	0.00	0.00	0.00	0.00	8,461.03
524-00 Ladd Worthy Poor FB	21,447.19	0.00	0.00	0.00	0.00	21,447.19
Final Totals	0.00	21,324,496.40	21,324,496.40	0.00	4,758.35	4,758.35

Town News – March 2015

The **Board of Selectmen and Comprehensive Plan Committee** will be holding a public hearing on **Tuesday March 10, 2015, at 6:30 PM** at the Wayne Elementary School Gymnasium. They are seeking public input on the draft Comprehensive Plan. For more information, please don't hesitate to contact the Town Office or go to www.waynemaine.org.

Notice of Tax Sale. The Board of Selectmen of the Town of Wayne, Maine is accepting bids for the purchase of the municipality's interest in five (5) **tax-acquired properties**. Bids are due by **Monday March 9, 2015 at 5:30 PM** at the Town Office. For more information, please don't hesitate to contact the Town Office or go to www.waynemaine.org.

This month the Board of Selectmen will be meeting on **March 10** and **March 24 at 6:30 PM** at the Wayne Elementary School Gymnasium.

The Town's **Assessor Agent** Matt Caldwell from RJD Appraisal will be available by appointment on **Monday March 23, 2015 from 8:00 AM to 4:00 PM** to answer any questions you might have about your assessment or tax bill. Please contact, the Town Office to schedule an appointment.

Your third and final installments of **property taxes** are **due by Wednesday April 1st, 2015 at 5:30 PM**. Interest will begin to accrue on April 2nd, 2015 at 7% per annum.