

Town of Wayne, Maine
Select Board Meeting Minutes
March 17th, 2026
Ladd Recreation Center

Call Meeting to Order/ Select Board Present:

Henry Steck determined quorum and called the meeting to order at 6:36 PM with the following members present: Marianne Butak and Lloyd Irland. Tom Moran joined via Zoom. Hazel Stevenson was absent

Town Manager Shannon McDonnell and Tax Collector/Treasurer Lynn Trapanese were also present.

Consider Additional Business: Tom Moran asked to discuss the Maranacook School 5-Year Strategic Plan. The topic was added to the end of New Business.

Conflicts: None.

Minutes:

- a. The Board approved the Select Board Meeting Minutes for March 3rd, 2026. **(Butak/Steck) (4-0)**.

Warrants/Donations:

- a. The Board approved Payroll Warrant #34 in the amount of \$11,468.72 **(Butak/Steck) (4-0)**.
- b. The Board approved Accounts Payable Warrant #35 in the amount of \$28,111.23 **(Butak/Ireland) (4-0)**.
- c. The Board accepted donations in the amount of \$1,720.00 to supplement the existing appropriation for Ladd Recreation Center programs. **(Steck/Butak) (4-0)**.
- d. The Board accepted a Housing Opportunity Grant in the amount of \$15,000 to be used for updating the Land Use Ordinance to comply with statutory changes. **(Steck/Butak) (4-0)**.

Old Business:

- a. Henry Steck shared the response from Maine Municipal Association Legal Department regarding the Ladd Special Fund; MMA Legal recommended the Town seek approval by the Attorney General's (AG) Office for any elimination or repurposing of the funds, and if that approval was not given, to consider asking the Probate Court to approve changes to clarify the purpose of the funds. MMA Legal recommended the Town not solicit more donations until the status of the fund is clarified. MMA Legal also recommended, pending AG approval, developing an ordinance or warrant article to re-establish or confirm the existence and purpose of the fund. The Board approved suspending operation of the program until the issue is straightened out, establishing an ordinance or warrant article, and refunding the two recent donations to the donors. **(Steck/Ireland) (4-0)**.
- b. The Board reviewed revisions from the attorney on the Aging at Home Ordinance.

New Business:

- a. The Board appointed Ellen Randall to the Aging at Home Committee **(Butak/Ireland) (4-0)**.

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- b. Brian Moore, representing the Pocasset Lake Association (PLA), requested the Association assume management of the Wayne Village Dam, citing ongoing concerns with current water level management. The PLA expressed willingness to provide more active oversight and noted a strong vested interest in maintaining proper lake levels. The Board acknowledged concerns with current management, including potential gaps in maintenance practices and the need to update the dam manual and equipment. However, members emphasized that the dam remains a municipal responsibility and raised concerns regarding liability, OSHA compliance, and oversight if management were transferred to a volunteer group. Consensus of the Select Board was to retain Town control of dam operations while welcoming input and assistance from the PLA. The matter will be revisited during the annual dam keeper appointment process (anticipated in June), with consideration given to alternative management approaches, including potential appointment of a new operator. In the interim, the Town Manager will review current practices, address maintenance needs, and evaluate updates to the dam management program.
- c. The Board reviewed a proposed interlocal agreement with the Town of Readfield for shared Code Enforcement Officer and Licensed Plumbing Inspector (CEO/LPI) services. Under the agreement, the CEO/LPI would remain an employee of Readfield while serving Wayne on a part-time basis with costs and employment liabilities shared proportionally. The Town Manager indicated the current schedule of two days per week meets operational needs and avoids the challenges of hiring a standalone part-time employee. Consideration was also given to legal requirements, including whether town meeting approval is necessary. The Board voted to move forward with the proposed CEO Interlocal Agreement and directed the Town Manager to send it to the town attorney for a legal review and confirm the appropriate approval process. **(Ireland/Butak) (4-0)**.
- d. The Town Treasurer/Tax Collector presented a quarterly financial review to the Select Board; the **FY25 audit was completed last week** with minimal feedback and some anticipated adjustments. Cash and banking updates include **a new certificate of deposit for the fire truck** earning 3.45% interest through July, and **improved returns on the operating account**, increasing from 0.85% to approximately 2.02%. The **undesignated fund is approximately \$696,000 if all current obligations were expended**. Tax collections remain in progress, with **about \$1.2M outstanding ahead of the April 1 due date**; the Town typically collects 90% within a few days of the deadline, with roughly \$112,000 anticipated as uncollectible based on historical trends. Cash flow projections indicate a **positive year-end position (estimated at approximately \$534,000)**, though this remains subject to verification. A stress test of cash flow highlights tight conditions in July and August between tax collection cycles, reinforcing the **need to manage large expenditures** (e.g., road work) cautiously. **One property from 2023 remains on the foreclosure list**; Town Manager will put together a packet on the property and search real estate marketing options.
- e. The Board reviewed the Budget for the following categories:
- **Outside Agencies:** Currently in the process of moving outside agencies from the Recreation budget. Currently anticipating \$72,630 total funding requests.
 - **Recreation:** Increase in parks maintenance was proposed at \$5,000. Henry Steck proposed raising the budget line to \$6,500 to address North Wayne Park steps and benches, as well as plant maintenance along the Village Dam. Conservation Commission budget line will be added.

- **Land and Buildings:** This will include updated budget lines to incorporate the Ladd Recreation Center. Sand and Salt Shed was moved from the Roads budget. Most all of the expenses for the buildings were electricity costs.
- **Capital Reserve Transfers.** Fire Chief Taylor Stevenson presented an overview on the request to replace a 1987 GMC water pumper truck with a 2024 Kenworth tanker truck which includes features of an attack pumper. The Select Board agreed to a **capital reserve request of \$153,000**. The Select Board discussed the **Roads Paving Capital Reserve at \$250,000**, anticipating \$50,000 to be transferred from the Roads operating budget at the end of the fiscal year. The Town Manager recommended maintaining the historical appropriation of **\$15,000 for Land and Buildings** to address maintenance and repairs in town buildings. The Cemetery Association requested a 3.57% increase for the **Stone Cleaning Fund with a request for \$2,900**. The **Ladd Recreation Center Courts and Sand and Salt Shed to be appropriated \$5,000 each** for future maintenance. The Comprehensive Plan Committee requests \$8,000 for Comprehensive Plan administration in the upcoming year. The **total overall requests amount to \$438,900, a 19.73% decrease from last year.**

f. The Board reviewed proposed warrant articles to include tax payment dates, formal winter closure of roads, and authorizations for the Select Board to appropriate funds from the Undesignated Reserve; the Board also outlined warrant articles still needed, such as an article to adopt the General Code, adopt amendments to the Zoning Ordinance, and articles for adopting other ordinances (e.g., Aging at Home). The Select Board will review and discuss proposed warrant articles and the overall budget at the next meeting on April 7th.

Public Comment.

- a. Taylor Stevenson spoke about the Maranacook 5-Year Strategic Plan, citing a move of Wayne Elementary School (WES) kindergarten students from WES to Manchester Elementary beginning in the upcoming year, was voted on without community input. Taylor encouraged Select Board members and Residents to attend the RSU 38 Board Meeting on 3/18 in the Maranacook Middle School at 6:30 PM.

Town Manager Report.

- a. The Infrastructure Committee will be meeting on Monday, 3/23 at 9:30 AM in the Town Office.
- b. The Ladd Recreation Center Board and the Select Board will hold a workshop at the Ladd Recreation Center (LRC) on April 9th at 6:30 PM to review and discuss the proposed LRC Ordinance.

Select Board Comment.

- a. Tom Moran requested to discuss recommendations for speed tables on Old Winthrop Road near the Wayne Community Church.

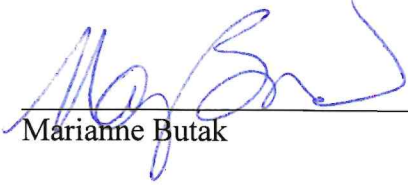
Motion to adjourn at 8:54 PM. (Butak/Irland) (4-0).

The next regular Select Board Meeting is scheduled for Tuesday, April 7th, at 6:30 p.m. by Hybrid format.


Recorded by:

Shannon McDonnell, Town Manager

Select Board Members


Marianne Butak


Henry Steck


Lloyd Irland


Hazel Stevenson


Tom Moran