

Town of Wayne Board of Selectmen

MEMBERS: Gary Kenny, Carroll Paradis, Stephanie Haines, Stephen Saunders and Peter Ault

Regular Meeting Agenda

Date: Tuesday, March 11, 2014

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 Board of Selectmen – February 25, 2014.**

MOTION: Move the Board to approve meeting minutes of the Board of Selectmen – February 25, 2014.

Warrants.

- a. **Consider approving of Warrant #32 (Payroll).**

MOTION: Move the Board to approve Warrant #32 (Payroll).

- b. **Consider approving of Warrant #33 (Accounts Payable).**

MOTION: Move the Board to approve Warrant #33 (Accounts Payable).

Business Agenda.

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

MOTION: Move the Board to authorize the Town Manager to sign agreement between State of Maine Department of Public Safety and Town of Wayne

- b. **Household Hazardous Waste Disposal Event**

MOTION: Move the Board to authorize the Town Manager to sign the Letter of Intent to participate Household Hazardous Waste Disposal Event.

- c. **State Fee warrants**

MOTION: Move to authorize the Treasurer and/ or Town Manager to sign State Fee checks weekly to be placed on Payables warrant.

- d. **Review and Discuss Mowing Advertisement for Bids**

MOTION: Move the Board to authorize the Town Manager to Advertise for Bids for Mowing

e. Town Manager Employment Agreement

MOTION: Move the Board to sign the Town Manager Employment Agreement

f. Pettengill Property update.

MOTION: Discussion Only.

Supplements / Abatements.

Town Manager Report.

Board Member Reports.

Public Comments.

Adjourn.

The next regularly scheduled **Board of Selectmen Meeting** is scheduled for **Tuesday, March 25, 2014 at 6:30 PM** at the **Wayne Elementary School - Gymnasium.**

**Town of Wayne, Maine
Select Board Meeting Minutes
Tuesday February 25, 2014
Wayne Elementary School**

Call Meeting to Order/ Selectmen Present

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

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

Pledge of Allegiance

Meeting Minutes

- a. A motion was made to approve the meeting minutes of the February 11, 2014 Board of Selectmen meeting. (Paradis/Haines) (5/0)

Warrants

- b. The Board approved Warrant #30 (Payroll) in the amount of \$5,666.78. (Paradis/Saunders) (5/0)
- c. The Board approved Warrant #31 (Accounts Payable) in the amount of \$22,607.51. (Paradis/Haines) (5/0)

Business Agenda

- a. The Board voted to authorize the Road Commissioner to temporarily notice and post close town highways to vehicles of excessive weight from March 1 to May 15, 2014. (Paradis/Saunders) (5/0)
- b. The Board was moved to authorize the Town Manager to Advertise for Bids for Winter Sand Removal Street/Lot "Sweeping" and Storm Drain "Vacuuming". (Paradis/Haines) (5/0)
- c. The Board voted to authorize the Town Manager to submit a grant application to Keep America Beautiful and the Coca-Cola Foundation Recycling Bin Grant Program on behalf of the Joint Readfield/Wayne Solid Waste Committee. (Paradis/Haines) (5/0)
- d. The Board approved the recommended Draft Budget/Town Meeting Timeline. (Paradis/Haines) (5/0)
- e. The Board was moved to authorize the Town Manager to post and mail out notices to abutters of owner unknown parcels(s). (Paradis/Saunders) (5/0)
- f. Discussion about Reverse 911 Proposal.
- g. Discussion GIS Mapping System Proposal
- h. Town Manager Review and Contract Renewal (Executive Session, 1 MRSA §§405 (6) A Personnel)
The Board moved to enter into Executive Session, 1 MRSA §§405 (6) A Personnel at 8:07 PM. (Paradis/Saunders) (5/0)
The Board moved to exit the Executive Session, 1 MRSA §§405 (6) A Personnel at 9:04 PM. (Paradis/Haines) (5/0)
The Board is pleased with the current Town Manager Aaron Chrostowsky's performance and as a result offered him a three-year contract with a 2-percent cost-of-living and merit raise. (Saunders/Paradis) (5/0)

Supplements / Abatements: None

Town Manager Report:

1. Robert Pettengill came in the Town Office this past week and requested and received a draft copy of the meeting minutes of the last Selectboard meeting.

Board Member Reports:

1. Steve Saunders stated he cannot be present at the next Selectboard meeting.
2. Gary Kenny stated he cannot be present at the next Selectboard meeting.
3. Stephanie Haines asked for an update at next meeting, about the Pettengill Property.
4. Gary Kenny suggested the residents may need to be informed and have a decision in what happens with the Pettengill Property.
5. Stephanie Haines asked about the mowing contract and stated Mr. Norton asked if he needed to bid for the contract again. The Board stated he has to bid every year.
6. Gary Kenny asked about sending out a letter to both Facilities and Village Committee members to schedule a meeting time. The Town Manager stated he is already working on a letter to be sent out shortly.

Public Comments: None

Adjourn.

Motion to Adjourn at 9:04 PM. (Paradis/Saunders) (5/0)

The next Select Board Meeting is scheduled for Tuesday, March 4, at 6:30 p.m. at the Wayne Elementary School Gym.

Recorded by:
Cathy Cook, Town Clerk

Select Board Members

Gary Kenny

Carroll Paradis

Peter Ault

Stephanie Haines

Stephen Saunders



STATE OF MAINE
Department of Public Safety
Consolidated Emergency Communications Bureau
42 State House Station
Augusta, Maine
04333-0042

Paul R. LePage
GOVERNOR

John E. Morris
COMMISSIONER

March 12, 2014

Dear Township Manager,

Enclosed you will find three (3) copies of a contract for the continuation of Public Safety Answering Point (PSAP) and/or public safety dispatching services, between the Department of Public Safety and your community.

Please review this contract and sign page 8 of all three copies, and return all three copies of the contract to me;

Cliff Wells
Department of Public Safety
Emergency Communications Bureau
45 Commerce Dr. Suite 1
42 State House Station
Augusta, ME 04333

When I have received them, I will have the Commissioner sign them and one will be returned to you for your records.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cliff Wells'.

Cliff Wells
Director

INTEGRITY * FAIRNESS * COMPASSION * EXCELLENCE

Offices located at: 45 Commerce Drive, Suite #1, Augusta, Maine
(207) 624-7001 (Voice) (888) 524-7900 (TDD) (207) 287-3428 (Fax)

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 \$7,379.00, for the Town of Wayne during the period commencing July 1, 2014, and ending June 30, 2015, the census population data of 1,189, and dispatched call volume for 2012 of 355 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, 2014, and ending June 30, 2015. 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

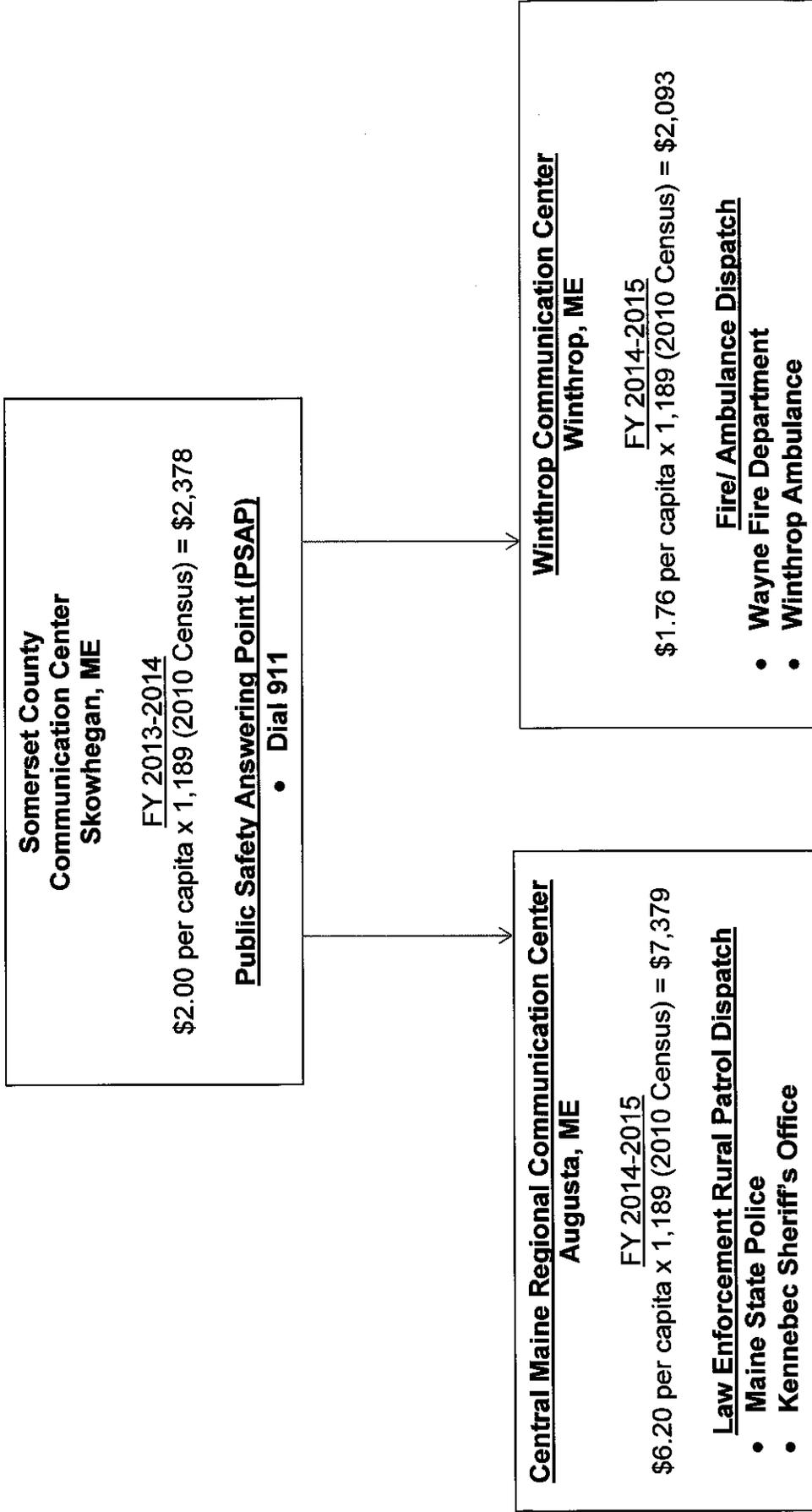
The Department agrees to provide the Town with emergency communication services for appropriate service providers. These include, but are not limited to, Fire, Rescue, Animal Control, and Law Enforcement.

[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.

Town of Wayne, Maine

PSAP & Dispatch Services
FY 2014-2015



KVCOG

Kennebec Valley
Council of Governments

Serving local governments in Kennebec
Somerset, and western Waldo Counties

Rosie Vanadestine, *Executive Director*

Household Hazardous Waste Disposal Event

Hosted by the City of Augusta

In cooperation with KVCOG and many surrounding municipalities.

Your town is invited to participate in a one-day household hazardous waste collection. The event is scheduled for Saturday, May 17th 2014. Collection Site tentatively will be located at the Augusta Public Works garage. *TV's and computers will be included in this collection @ no cost!* *Unwanted medications will again be collected!*

Many chemicals commonly used around the home such as paints, stains, varnish, and pesticides are hazardous—either alone or when combined with other chemicals, and need to be disposed of by professionals trained to handle hazardous materials. Improper disposal of these materials can disrupt the function of sewage treatment plants or private septic systems, contaminate ground water, and harm animals and humans.

The City of Waterville learned first-hand how costly one instance of improper disposal can be to a community. A resident included a small amount of pool cleaning solution and some windshield fluid with their regular trash. Once compacted, the materials reacted together to create a white cloud, which workers inhaled. Three workers were treated at the hospital, and the hazmat team and DEP were called in to identify the substances and provide clean-up. The financial impact from this single event was substantial, costing the city \$16,000. This is far more than is anticipated for an entire one-day household hazardous waste collection for eight towns!

Joining in with your neighboring towns on a collection event brings down the costs for everyone. Each community will be responsible for paying a portion of the fixed costs of the event, plus the disposal costs for waste from your community. Communities may create a "spending cap" for this event, which would, in turn, limit the number of participants accepted from their community. Attached is a spreadsheet that provides the actual costs from last year's Waterville collection.

By signing the attached Letter of Intent and returning it to KVCOG, you would be indicating your interest in participating and committing financial support from your community.

Please fill out the form below and return it to Ross Nason at KVCOG, 17 Main St., Fairfield, ME 04937 no later than April 3rd. Fax: 453-4264. Questions may be directed to Ross Nason at 453-4258, ext. 220.

Sincerely,



Ross Nason
Environmental Planner

Letter of Intent

- Yes, our municipality will participate in a one-day household hazardous waste collection on Saturday, May 17th 2014, being organized by the City of Augusta, EPI, and KVCOG. We understand that by signing and returning this form our municipality will be responsible for paying a pro-rata portion of the set-up fees, plus any disposal costs arising from material dropped off by our Town's residents.

- We would like to limit total spending (including both set-up and disposal costs) to

 \$ _____ for our community.

Please write in empty boxes below, filling in form completely, thank you.

Name of your Municipality:	
Signature of Municipal Representative (Selectman, Town Manager, Dep. head	
Name of Municipal Representative(s) who will participate in planning+event:	
Phone number of contact person:	
Date you have filled out this form:	

Please return this form to Ross Nason at KVCOG, 17 Main St., Fairfield, ME 04937 no later than April 3rd 2014.

Details of the Event

Collection Site: Augusta Public Works Garage.

Date: Saturday May 17th , 2014 9am – 12pm (for the public)

Cost:

Each town is responsible for a proportional share of the contractor's set-up fee, plus disposal costs for materials brought in by your town residents.

The Set-up fee will be \$2,035, split among all the participating towns per-capita. Exact amounts for each town's portion of the set-up fee will be known after April 15th.

Disposal costs will be approximately \$27.50 for each 5-gallon "unit" of waste. (e.g. 1 gallon oil paint, plus 2 gallons paint thinner, plus 1/2 gallon pool cleaner would be one "unit." Seven gallons of miscellaneous materials would be two "units.") Towns should expect between a 1% and 3% *household* participation rate, **should you like help estimating your expense, please call Ross Nason, KVCOG, 453-4258 ext 220.**

Towns may set a spending cap to limit costs. Should the town need to request (for spending cap purposes), how many "units" it has to distribute to residents, please do so after April 15th. If the town desires, it can limit how many units a household may bring in, or the town can limit total participation to a fixed number of households. It is encouraged that the same level of funding that was raised last year is allocated this year, as the set up fee and the per-unit disposal fee will remain the same.

Deadlines:

Towns intending to participate must return the Letter of Intent by April 10th. After that date, all towns joining are obligated to pay a "set" portion of the set-up fee, regardless of how many towns participate. Should the town pull out of the event after this date, they will also be responsible for paying their portion of the set-up fee. We have limited time to return forms, please feel free to bring your commitment letter to our planning meeting. I am confident that this event will be successful, due in part to each town's previous experience with HHW collection events (we expect most things to remain the same). Please see meeting schedule below. Additionally, please make sure that your representative attends the meeting. Should further assistance be needed, please don't hesitate to call!

Requirements to Participate:

Towns must appoint a representative to work with a regional committee planning the event, and who will be available to **attend** the collection event **and one meeting** scheduled between now and the collection.

Residents will need to pre-register for the collection. Each town is responsible for registering its own residents. Guidance and forms for handling registration will be covered at a planning meeting. We have experienced challenges in some communities with the enrollment of their residents in the program, as some towns give this duty over to a clerk or other person who has not attended the planning meeting. If this is the case for your town, the official who attends the planning meeting below must take the time to go through all the materials with the person(s) who will be doing the registrations.

Scheduled Planning Meeting

Monday, April 7th , 1pm, Augusta Public Works building. If your representative cannot attend this meeting, please call Ross Nason at 453-4258 ext 220.

KVCOG Southern Kennebec HHW Collection - May 18 2013

	Census 2010 Population	% of population	Budget Limit	Portion of set-up fee	Hatch Hill Difference	Number of reported Vehicles	Units Recv'd	% of total	Disposal Cost	Drum disposal	drug disposal	Total Due
Augusta	19136	37.6%		\$764.66	\$538.73	22	31	12.2%	\$852.50	\$0.00	\$161.57	\$2,317.46
Belgrade	3189	6.3%	\$1,560	\$127.43		5	11	4.3%	\$302.50	\$0.00	\$26.93	\$456.86
Chelsea	2721	5.3%		\$108.73	\$108.73	7	15	5.9%	\$412.50	\$0.00	\$22.97	\$435.47
Fayette	1140	2.2%		\$45.55		3	11	4.3%	\$302.50	\$0.00	\$9.63	\$357.68
Gardiner	5800	11.4%	\$1,000	\$231.76	-\$231.76	12	9	3.5%	\$247.50	\$0.00	\$48.97	\$296.47
Hallowell	2381	4.7%	\$1,200	\$95.14	-\$95.14	13	22	8.6%	\$605.00	\$0.00	\$20.10	\$625.10
Manchester	2580	5.1%		\$103.09	-\$103.09	13	42	16.5%	\$1,155.00	\$0.00	\$21.78	\$1,176.78
Monmouth	4101	8.1%	\$2,000	\$163.87		22	30	11.8%	\$825.00	\$0.00	\$34.63	\$1,023.50
Rexford	2598	5.1%	\$1,000	\$103.81		10	35	13.7%	\$962.50	\$0.00	\$21.94	\$1,088.25
Wayne	1189	2.3%	\$1,000	\$47.51		6	21	8.2%	\$735.00	\$0.00	\$10.04	\$792.55
Winthrop	6092	12.0%		\$243.43		6	24	9.4%	\$860.00	\$0.00	\$51.44	\$954.87
Other						1	4	1.6%	\$110.00			
Total	50,927	100.0%		\$2,035.00		120	255.00	100.00%	\$7,170.00		\$430.00	\$9,525.00

Today's Date: 06/06/2013

The turn out this year was higher than expected due to low initial pre-registration numbers. A wide number of participants took advantage of the various collection types such as pharmaceutical and e-waste and was not counted in the above chart.
 For the 2013 HJ-IW collection season, the unit price remains at \$27.50.

Hatch Hill member towns set up fee paid for by Hatch Hill Landfill

Special thanks to our host community, the City of Augusta Public Works for all their help!
 Special thanks to the our Pharmacist, Paula Knight and technician Marianne!

Stats:

1,275 gallons and 5100 lbs of hazardous waste was captured and shipped for incineration out of state.
 Fourteen 800 lb pallets of e-waste was collected for recycling.
 One drum, one pail and one evidence box of unwanted pharmaceuticals were collected.

KVCOG is a municipal services corporation owned and operated by and for the benefit of its members.

PLEASE POST

**Don't Flush
Don't Stash**



MEDICATION COLLECTION

Unused... unwanted... outdated

 **DRAFT**

Saturday, May 17th

9 a.m. – 12 p.m.

COMMUNITY COLLECTION LOCATION

Drop-Off Location: 55 North Street (off Bridge Street) @ Public Works
Who: Residents of Augusta, Belgrade, Chelsea, Fayette, Gardiner, Hallowell, Manchester, Monmouth, Readfield, Wayne, and Winthrop

If your community is not listed above check your Town Office to see if they have joined the program.

PRE-REGISTRATION IS REQUIRED TO PARTICIPATE

DON'T FLUSH

Keep medications out of the environment where they cause harm.

DON'T STASH

Keep medications out of the hands of children and the elderly.

Prevent the danger of unintentional misuse or abuse.

All medications collected will be disposed of in an environmentally appropriate manner.

This program is organized and funded by USDA Rural Development and Kennebec Valley Council of Governments

In collaboration with the following...

Augusta Police Department • Augusta • Belgrade • Chelsea • Fayette • Gardiner • Hallowell • Manchester • Monmouth • Readfield • Wayne • Winthrop Maine Drug Enforcement Agency • Maine Department of Environmental Protection



For more information contact Ross Nason, Environmental Planner, at 453-4258.

Donations accepted to help defray the cost of disposal

ITEMS TO BRING:

- ✓ TV's, computers, printers
- ✓ Fluorescent light tubs
- ✓ Unwanted medications
- ✓ Includes vet meds and OTC.
- ✓ Paint, Oil/Alkyd – Based (No latex)
- ✓ Stains, Thinners, Paint Strippers
- ✓ Solvents (e.g. Acetone), Varnishes
- ✓ Adhesives, rubber cement
- ✓ Waste Fuels, (Kerosene, Gas + Diesel)
- ✓ Engine Degreaser, Brake Fluid
- ✓ Antifreeze
- ✓ Oil – Waste Oil, Hydraulic Oil, etc.
- ✓ Dry Cell Batteries, Ni-Cad Batteries, Rechargeable Batteries, Hearing Aids (Button Batteries), Car Batteries
- ✓ Poisons, Insecticides, Weed Killers, Pesticides, Moth Balls.
- ✓ Hobby Supplies, Artist Supplies
- ✓ Photography Chemicals, Chem. Sets
- ✓ Cleaners (oven, ammonia-based), Drain Openers, Spot Removers.
- ✓ Swimming Pool Chemicals
- ✓ Aerosol Cans (No Empty Containers)
- ✓ Driveway Sealers (Oil base only)
- ✓ Old Fire Extinguishers
- ✓ Compressed Gas Cylinders
- ✓ Smoke/Carbon Monoxide Detectors
- ✓ Other items you're not sure about call **Ross Nason at 453-4258, ext 220.**

WHAT NOT TO BRING:

- ✓ **Asbestos:** Call ME Dept of Environmental Protection at 1-800-452-1942.
- ✓ **Commercial or Industrial Waste:** Call ME Dept. of Environmental Protection at 1-800-452-1942 or EPI at 1-877-846-0447.
- ✓ **Infectious & Biological Waste:** Call your local Hospital for instruction on how to dispose.
- ✓ **Latex (Water Based) paint:** Dry the materials by opening the lid or placing kitty litter in the container, then dispose with regular trash once it is completely dry.

✓ PCB ballasts, thermometers & thermostat's

These items may be recycled through your local transfer station.

How much is a unit?

A unit is 5 gallons or 20 pounds of hazardous waste. For example: 1 unit could be a 5 gallon bucket of rubber cement or a collection of several different smaller containers of chemicals, such as a gallon of paint thinner, a small bag of dry pesticide and a few old aerosol cans.

This program would not have been possible without the support of KVCOG, Environmental Projects Inc. of Auburn, Maine, and many participating communities.

Children should NEVER handle Hazardous Materials.

PRE-REGISTRATION INFORMATION

Please contact the representatives for your community. They will talk to you about:

- ✓ The items you want to bring to the collection day to make sure they are acceptable items.
- ✓ Schedule a time for you to come to the collection day event.
- ✓ Fill out a form for the items you will be bringing, collect fee (if applicable) and issue you a sticker that will allow you into the collection day event. Please note some communities are charging a fee. Check the other side of this flyer to see amount of fee, if any.
- ✓ Provide alternative disposal or recycling options for items that cannot be taken to the collection event.

How to Safely Transport Items

- ✓ All items brought to the collection must be in sealed containers.
- ✓ Tighten caps and lids, leaving materials in the original labeled container when possible.
- ✓ Pack containers in sturdy, upright boxes and pad with newspapers. Sort and pack separately: paints, pesticides, household cleaners.
- ✓ **NEVER MIX CHEMICALS.**
- ✓ Place materials in vehicle, preferably in the trunk. Prevent box from tipping over in the car.
- ✓ Go directly to the collection site.

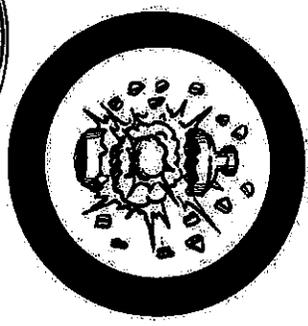
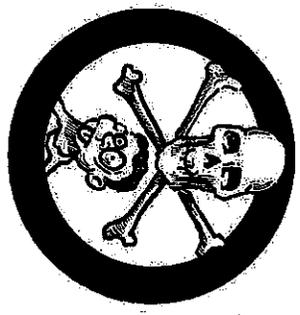
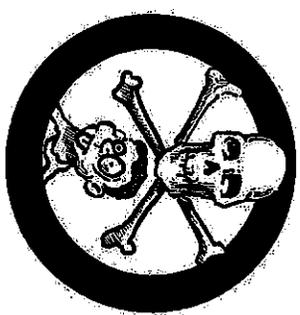
NEVER SMOKE while handling Hazardous Materials.

Community Contact Information

Listed below are community contacts
Fees should be paid at your town office,
cash only at the event. NO checks.

- ✓ **Augusta:** Public Works, 626-2435 (Mon. through Fri. 7:30 a.m. to 4:00 p.m.) First 1 unit free, \$15 for every unit thereafter.
- ✓ **BELGRADE:** TOWN OFFICE, 495-2258. First 50 residents 2 units free.
- ✓ **CHELSEA:** TOWN OFFICE 582-4802 OFFICE HOURS 8:30 – 4:30 MONDAY – FRIDAY
- ✓ **FAYETTE:** TOWN OFFICE 685-4373 (Mon. - Weds. 7:00a.m. to 4:30p.m. Thurs. 7am – 6:30p.m.) No fee
- ✓ **GARDINER:** CITY HALL, 582-4460 (Mon. through Fri. 8:00a.m. to 4:30.m.) first 2 units free, \$15 each additional unit.
- ✓ **HALLOWELL:** CITY HALL, 623-4021 (Mon. through Fri. 8:00 a.m. to 5:00 p.m.) No Fee
- ✓ **MANCHESTER:** TOWN OFFICE, 622-1894. No Fee.
- ✓ **MONMOUTH:** PUBLIC WORKS, 933-2650, (Mon. to Thurs. 6:30 a.m. to 4:30 pm.) No Fee for first 2 units.
- ✓ **READFIELD:** TOWN OFFICE, 685-4939 (Mon., Tues., Thurs., and Fri. 8:30a.m. to 4:30p.m. Weds. 12:00p.m. - 6:00p.m.) No Fee.
- ✓ **WAYNE:** TOWN OFFICE 685-4983 (Mon. & Weds. 1:30p.m. to 5:30p.m., Tues. & Thurs. 7:30a.m. to 12:30p.m., Fri., 1:30p.m. to 4:30p.m.) No fee.
- ✓ **WINTHROP:** TRANSFER STATION, 377-7222 (T, W, F, S, 7am- 3pm) No Fee. Two unit limit.

ALL HAZARDOUS MATERIALS ARE DISPOSED OF BY OUR LICENSED VENDOR



DRAFT

Household

Hazardous Waste

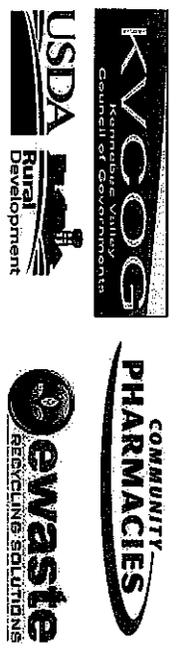
Drop Off Day

Date: Saturday, May 17, 2014

Time: 9:00 a.m. to 12:00 p.m.

Drop Off Location: Augusta Public Works
55 North street

Who: Residents of Augusta, Belgrade, Chelsea, Fayette, Gardiner, Hallowell, Manchester, Monmouth, Readfield, Wayne, and Winthrop.



PRE-REGISTRATION IS REQUIRED TO PARTICIPATE

This program was developed by:
KVCOG IN PARTNERSHIP WITH PARTICIPATING TOWNS

Secretary of State
Bureau of Motor Vehicles

29 State House Station
 101 Hospital Street
 Augusta, ME 04333-0029

Phone: (207) 624-9349
 Fax: (207) 624-9327

Memorandum

To: Municipal Agents

Cc: Catherine Curtis, Deputy Secretary of State
 Garry Hinkley, Director, Vehicle Services
 David Lachance, Director, Administrative Services

From: Andrew Seaman, Audit Services Manager

Date: August 26, 2009

Subject: PL #6 (LD #130) effective 09/12/09,
~~to Disburse State Fees~~
 to Disburse State Fees"

**MUNI
 WARRANTS**

PL #6 (LD #130) effective 09/12/09, "An Act to Allow a Municipality Greater Flexibility to Disburse State Fees," was passed by the 124th legislature and signed into law by the governor. This new law streamlines the warrant process for sending revenue collected on behalf of the state to the appropriate state agency.

Currently, the warrant system requires all municipal warrants to be approved by a majority of the municipal officers. Since a majority of municipal officials are present at a public meeting, that action is normally taken at that time. Municipal meetings vary in frequency so warrants may be delayed while waiting for the next meeting.

There is flexibility within the system for payroll and educational warrants because they are routine, critical and time sensitive in nature. Municipal officers may adopt a written policy to allow payroll and education warrants to be signed by one or more designated municipal officers. Because of the flexibility allowed within the warrant system, payroll and education warrants are streamlined and can be processed by a designated municipal officer.

The new law extends the same flexibility for payroll and education warrants to state fee warrants. Just like payroll and education warrants, state fee warrants now can be processed by a designated municipal officer. This law enables your municipality to streamline the process of sending revenue collected on behalf of the state, such as motor vehicle registration fees, hunting and fishing licenses fees, etc., to the appropriate state agency.

We hope the option of streamlining your state fee warrant process is beneficial to your municipality. If you have any further questions or concerns, please feel free to contact me at 624-9349.

Thank you,
 Andy

**TOWN OF WAYNE, MAINE
MOWING, TRIMMING, AND LAWN CARE MAINTENANCE
FOR TOWN PROPERTIES**

**Bid Specifications for a
One-Year Contract Term: July 1, 2014 through June 30, 2015**

This contract is between the **Town of Wayne, Maine**, by and through its Municipal Officers, the Board of Selectmen (referred to as "Board of Selectmen"), and **Contractor**, which is a partnership / corporation (and referred to as "Contractor"). When the contract refers to "Contractor" it includes your employees and agents. The subject of this contract is Mowing, Trimming, and Lawn Care for Town Properties.

A. SERVICES: What, When, Where.

Contractor agrees to provide all the labor, materials, and equipment necessary to perform the mowing, trimming, and lawn care maintenance for the Town Properties as outlined in the attached mowing specifications from July 1, 2014 through June 30, 2015. The properties within the community which need to be maintained are as follows:

Historic Properties

North Wayne Building "old Town Office" and area beside North Wayne Dam, Lovejoy Pond Road

North Wayne Schoolhouse, Kents Hill Road

Wayne Town House, Main Street

Ladd Recreation Center

Ladd Recreation Center, Gott Road

Parks

Memorial Park

Roderick Park

Job Fuller Park

Mill Stream Lot

Traffic Islands

Rte. 133 intersection with Old Winthrop Road

Rte. 133 intersection with Memorial Park Lane

B. INDEPENDENT CONTRACTOR.

Contractor and his agents and employees, during the performance of this contract shall act in an independent capacity and not as officers or employees of the Town of Wayne. Any and all workers needed to fulfill the obligations of this contract shall be employed by the Contractor and the Contractor shall be solely responsible for complying with applicable state and federal laws including, but not limited to, workman's compensation law, employment security law, and minimum wage law. As an independent contractor, Contractor is responsible for maintaining the Contractor's equipment in a safe, operable, and legal condition.

The Contractor and his agents and employees, will have no one under 16 years of age may operate power driven machinery.

C. PERFORMANCE REQUIREMENTS.

General Specifications (apply to all properties)

1. Mowing will begin on or about April 15th each year and continue until on or about October 15th each year or until mowing is no longer required.
2. All grass will be mowed at a height of three inches (3"), but in no case will the maximum height exceed four inches (4").
3. Mowing will take place during any portion of the year when the grass is above the 3 – 4 inch maximum.
4. Trimming, racking and removing (limbs brush and grass) will be completed on an as needed basis to maintain a neat and clean appearance at all times.
5. All trash discovered upon the grounds will be picked up and disposed of properly at the Readfield Transfer Station.
6. All areas will be mowed / trimmed to the property lines and or pins.
7. The Contractor agrees to do a "Spring Clean-up" of all areas. Clean up includes limbing, pruning and removal of any trees, limbs or brush damaged or fallen during the winter and raking of grass areas needed to remove excess sand, trash and other debris prior to the first mowing.

Parks Special Specifications

1. Special attention will be given to the mowing around the fencing to allow for easy egress on both sides of the fencing and provide for a neat appearance.
2. All swale areas will be maintained by the contractor.
3. The parks will be in optimal condition for Memorial Day.

Ladd Special Specifications

1. Mow and trim all lawns, fields and playgrounds on the Ladd Recreation Center property.
2. The Contractor mowing schedule will not interfere with any scheduled games and/ or activities that will be held on the Ladd Recreation Center property. Contractor will receive a list of all scheduled games and/ or activities from Ladd Recreation Center Director.

D. INSURANCE.

The Contractor agrees to purchase and maintain commercial general liability insurance in an amount of one million (\$1,000,000) dollars for personal injury, death or property damage claims, automobile liability, and worker's compensation liability which may arise from mowing

operations under the contract. The Contractor further agrees to indemnify, assume the defense of and save harmless the Town of Wayne, its agents and employees from liability, actions, claims or damage for wrongful death, personal injuries or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties and the work performed under the contract.

E. INDEMNIFICATION.

The Contractor agrees to hold the Town of Wayne harmless from any claim of death, injury, property damage or other loss that may result from the Contractor's performance of mowing operations under the contract. In the event that such a claim is made against the Town of Wayne, the Contractor shall defend the Town of Wayne, and shall pay any amount (indemnify) for which the Town of Wayne may be held liable in a legal action for such claims.

F. SUPERVISION AND CONTROL.

The Contractor, as an independent contractor, has a right and duty to supervise and control their own employees, agents and equipment. The Town of Wayne Board of Selectmen or their designees has a right to inspect mowing operations and notify you of any problems, errors or non-performance. The Board of Selectmen may order that work be done in a satisfactory manner to be determined by them.

G. ANNUAL FUEL ADJUSTMENT CLAUSE.

The contract bids are based on fuel costs of \$3.50 per gallon. The Contractor keep receipt records (cost per gallon, number of gallons, fuel station name, and date) of fuel used for purposes stated in this contract. Fuel differential costs under \$3.50 per gallon will be deducted from the Contractor's final payment. Fuel differential costs over \$3.50 per gallon will be added to the Contractor's final payment. The Contractor is required to submit copies of all fuel receipts, along with a verification sheet on the Contractor's letterhead to the Board of Selectmen not later than November 1 of each contract year. (Example shown below of the Annual Fuel Adjustment Sheet to be submitted at the end of each contract year by November 1.)

Annual Fuel Adjustment Sheet for Year: _____
Actual Gallons Used for Contract Year with Receipts: _____
Differential Costs Over \$3.50: Gallons _____ @ _____ = \$ _____
Differential Costs Under \$3.50: Gallons _____ @ _____ = \$ _____
Net Due Contractor: \$ _____
Net Due Town: \$ _____

H. BILLS AND CLAIMS.

Contractor, as an independent contractor, is responsible for all costs and bills for labor, materials, equipment, fuel, and other items incurred in the performance of this contract. The Town of Wayne will not pay such bills.

I. BREACH OF CONTRACT.

If the Contractor is in violation of any terms of the contract, or if a majority of the Board of Selectmen vote that the work described in the contract is being performed unsatisfactorily, the Town of Wayne shall immediately give oral notice to the Contractor. Upon receipt of such notice, the Contractor shall be given reasonable time ("Reasonable Time" may vary depending on the nature of the breach, and weather conditions) to comply with the terms and conditions of the contract or rectify the unsatisfactory work. In the event that the Contractor still does not (for whatever reason) perform duties of the contract to the satisfaction of the Board of Selectmen, or if the Contractor is not in compliance with the terms of the contract, the Town of Wayne shall have the following options:

1. Terminate the Contract: The Board of Selectmen may terminate the contract by sending the Contractor a written notice, stating the reason for the termination. Contractor shall be paid for all work that is satisfactorily done by that time, but the remainder of the money due under the contract may be used to obtain another contractor to conduct mowing operations.
2. Substitution: The Board of Selectmen may hire a substitute contractor to conduct specified mowing operations for any period of time considered necessary.
3. The Board of Selectmen shall also seek any other legal remedies available to enforce the contract.

J. PAYMENT SCHEDULE.

The Town of Wayne will pay the contractor in seven (7) equal installments, as follows:

- \$ _____ / \$ _____ / \$ _____ / \$ _____ second warrant in April of each contract year.
- \$ _____ / \$ _____ / \$ _____ / \$ _____ second warrant in May of each contract year.
- \$ _____ / \$ _____ / \$ _____ / \$ _____ second warrant in June of each contract year.
- \$ _____ / \$ _____ / \$ _____ / \$ _____ second warrant in July of each contract year.
- \$ _____ / \$ _____ / \$ _____ / \$ _____ second warrant in August of each contract year.
- \$ _____ / \$ _____ / \$ _____ / \$ _____ second warrant in September of each contract year.
- \$ _____ / \$ _____ / \$ _____ / \$ _____ second warrant in October of each contract year.

K. RENEWAL.

Three months prior to the expiration of this contract, Contractor shall have the option to renew with the consent of the Board of Selectmen, inclusive of a five percent (5%) increase for each successive year for the next three (3) seasons.

L. ASSIGNMENT, AMENDMENT, SEVERABILITY, AND JURISDICTION.

The Contractor's rights and duties under this contract cannot be assigned or transferred by the Contractor to another person or entity without the express written consent of the Board of Selectmen. This contract may be amended only by written consent of the Board of Selectmen. If any part of this contract is declared by a court to be void and unenforceable, the rest of the contract continues to be valid and effective. This contract is governed by the laws of the State of Maine.

In witness whereof, the parties, or their duly authorized agents, execute this agreement on the ____ day of March, 2014.

FOR THE TOWN OF WAYNE
ITS BOARD OF SELECTMEN

FOR THE CONTRACTOR

Gary Kenny, Chair

Carroll Paradis

Stephanie Haines

Stephen Saunders

Peter Ault

BID PROPOSAL FORM

TOWN of WAYNE
Mowing, Trimming, and Lawn Care Maintenance
For Town Properties
Contract Term: July 1, 2014 to June 30, 2015
One-Year Contract

**BIDDER NAME:
& ADDRESS** _____

PHONE # _____

Submit bid proposal form in a sealed envelope. Mark outside of envelope "Mowing Bid for Town Properties". Bids opened at the March 25, 2014 Board of Selectmen's meeting.

SEND TO: TOWN of WAYNE **DUE DATE:** Tuesday, March 25, 2014
BOARD of SELECTMEN No later than 3:00 PM
P.O. Box 400; 48 Pond Road
Wayne, ME 04927

Preference will be given to a locally owned contractor (Wayne) who can demonstrate the most cost effective and responsible bid to the Town.

The Board of Selectmen reserves the right to waive formalities or reject any or all bids when such action is in the best interest of the Town. The Board of Selectmen reserves the right to accept or reject any and / or all bid proposals.

In compliance with your Request for Bids and having carefully examined the specifications and having become acquainted and familiarized with the conditions of the specifications for the mowing contract for the Town of Wayne, I, the undersigned submit this bid proposal form provided by the Town of Wayne.

Cost per contract year for all work specified in the specifications, terms and conditions:

<u>Year</u>	<u>Historic Properties</u>	<u>Ladd Rec. Center</u>	<u>Parks</u>	<u>Traffic Islands</u>
7/1/2014 – 6/30/2015	\$ _____	\$ _____	\$ _____	\$ _____

The undersigned agrees, if awarded the contract, to sign a contract and deliver the necessary Certificate of Insurance within 60 days of signing a contract.

Signed: _____ Date: _____

Title: _____

**Town of Wayne
Parks and Lots Maintenance Agreement**

One year contract extension for Clean Up, Branch Removal, Mowing, and Trash Removal for 2013.

Work Specifications:

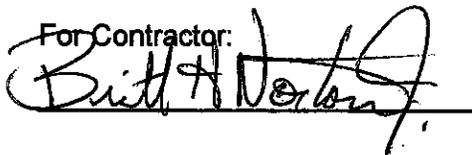
1. Areas to be maintained are as follows: Memorial Park, Roderick Park, Job Fuller Park, the Mill Stream Lot, Town House, Traffic Island (intersection of Main Street/ old Winthrop Road) and the Town Office area beside the North Wayne Dam.
2. The Contractor agrees to do a "Spring Clean-up" of all areas named in (1) above. Clean up includes limbing, pruning and removal of any trees, limbs or brush damaged or fallen during the winter, and raking of grass areas as needed to remove excess sand, trash and other debris prior to the first mowing.
3. The Contractor agrees to mow and trim all grass in the areas named in (1) above. Mowing will begin on or about April 20th each year and continue until November 1st, or until mowing is no longer required. Mowing shall be done not less than once every ten (10) days, and more frequently during the peak-growing season. The parks will be in optimal condition for Memorial Day. The Town Manager shall make that determination if ever there is question about when to mow.
4. The Contractor agrees to remove limbs, brush, trash and other debris that appears between mowing's. Waste material will be taken to the Readfield Transfer Station or other appropriate location. The Contractor agrees to empty weekly and occasionally clean the trash barrels at the Mill Pond and the Town office through the contract season.
5. The Contractor is not an employee of the Town. The Contractor agrees to hold the Town harmless from all claims arising from the performance of tis contract. The Contractor will provide the Town with a current certificate of liability insurance for at least \$400,000, and appropriate workers compensation documentation prior to the first contract payment.
6. The Contractor is responsible for providing all necessary equipment; fuel and supplies (including can liners) required fulfilling contract specifications.
7. Upon the submission of an invoice, the Town agrees to pay the Contractor in 6 equal installments from mid-May until mid-October of each contract year.
8. If the Wayne Selectmen or the Town Manager determines the work has not been done in an acceptable manner, the Town shall inform the Contractor of the problem and allow three business days for correction of any deficiencies. If the Contractor fails to correct the situation with that time, or upon recurrence of the problem, the Selectmen may terminate the contract.
9. No one under 16 years of age may operate power driven machinery.

Contract Amount:

For 2013 Season \$2,650.00

We have read the Maintenance Agreement for the Wayne Parks / Lots and agree to the work described for the above listed amounts.

For Contractor:



For Town of Wayne:



Date: 6/10/13

Date: 6/10/2013

J.D.'S MAINTENANCE

Jareb Dyer

12 Whispering Pines Circle

Wayne, Maine 04284

(207)-685-3030 Home (207)-689-4949 Cell

JDSMAINTENANCE@gmail.com

Work Specifications:

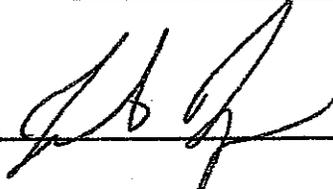
1. Mowing and trimming of all lawns, fields, and playgrounds on the Ladd Recreation Center property. Work will commence around the middle of April and end on October 31st.
2. The Contractor will receive a list of all scheduled games and/or activities that will be held on the Ladd Rec. Center properties that could impede said work.
3. The Contractor carries a one million dollar Liability Insurance policy.
4. The Contractor will have the option of being able to revisit the contract if fuel prices rise above \$3.50 per gallon.

Bid Amount:

For 2010 Season: \$ 2000

For 2011 Season: \$ 2200

For 2012 Season: \$ 2500

Contractor: 

Director: _____

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

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**

Expense Summary Report

ALL Departments

ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
100 - General Admin	7,000.00	7,419.92	75,498.08	100.00
01 - Salaries	149,924.00	98,477.94	51,446.06	65.69
01 - Selectmen	7,162.00	4,774.80	2,387.20	66.67
05 - Town Manager	44,500.00	32,325.78	12,174.22	72.64
10 - Bookkeeper	6,500.00	2,690.00	3,810.00	41.38
15 - Treasurer	3,000.00	2,000.00	1,000.00	66.67
20 - Tax Collector	20,800.00	7,410.57	13,389.43	35.63
25 - Town Clerk	20,800.00	15,465.81	5,334.19	74.35
30 - Office Clerk	1,000.00	9,049.25	-8,049.25	904.93
35 - Meeting Clerk	1,156.00	258.09	897.91	22.33
40 - Special Project Clerk	2,000.00	0.00	2,000.00	0.00
70 - Med/Fica	8,026.00	5,953.71	2,072.29	74.18
75 - Health Insurance	30,964.00	18,188.20	12,775.80	58.74
80 - Retirement	3,265.00	99.05	3,165.95	3.03
81 - Income Protection plan	751.00	262.68	488.32	34.98
02 - Operating Expense	30,350.00	19,698.87	10,651.13	64.91
01 - Office Expense	4,000.00	2,812.45	1,187.55	70.31
05 - Travel expenses	2,500.00	1,354.88	1,145.12	54.20
10 - Training Expense	4,000.00	1,306.00	2,694.00	32.65
15 - Maintenance and Repairs	2,000.00	58.99	1,941.01	2.95
20 - Dues	2,200.00	2,131.00	69.00	96.86
25 - Computer Repairs	4,000.00	801.50	3,198.50	20.04
30 - Computer Software	7,000.00	7,647.64	-647.64	109.25
35 - Website	750.00	617.76	132.24	82.37
40 - Town Report	1,200.00	0.00	1,200.00	0.00
45 - Sunshine Fund	200.00	173.95	26.05	86.98
50 - Tax Administration	2,500.00	2,794.70	-294.70	111.79
03 - Contractual	48,744.00	40,143.86	8,600.14	82.36
01 - Legal Services	15,000.00	9,402.21	5,597.79	62.68
05 - Audit Services	4,800.00	4,800.00	0.00	100.00
10 - Banking	500.00	0.00	500.00	0.00
15 - Insurance	19,044.00	16,995.50	2,048.50	89.24
20 - Rent	6,900.00	6,656.00	244.00	96.46
25 - Copier lease	2,500.00	2,290.15	209.85	91.61
05 - Utilities	2,800.00	3,191.32	-391.32	113.98
01 - Telephone	2,800.00	3,191.32	-391.32	113.98
65 - Unclassified	8,000.00	2,907.93	5,092.07	36.35
01 - Contigent	4,000.00	2,562.00	1,438.00	64.05
05 - Capital	4,000.00	345.93	3,654.07	8.65
101 - Debt Service	60,000.00	60,000.00	0.00	100.00
15 - Debt Service	60,000.00	60,000.00	0.00	100.00
05 - North Wayne Road	60,000.00	60,000.00	0.00	100.00
102 - Elections & Hearings	4,245.00	992.09	3,252.91	23.37
01 - Salaries	2,045.00	873.30	1,171.70	42.70
41 - Elections clerk	1,900.00	849.17	1,050.83	44.69
70 - Med/Fica	145.00	24.13	120.87	16.64
02 - Operating Expense	2,200.00	118.79	2,081.21	5.40
01 - Office Expense	2,200.00	118.79	2,081.21	5.40
103 - General Assistance	7,077.00	424.35	6,652.65	6.00

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
09 - General Assistance CONT'D				
01 - Salaries	1,077.00	15.45	1,061.55	1.43
45 - General Assistance clerk	1,000.00	14.54	985.46	1.45
70 - Med/Fica	77.00	0.91	76.09	1.18
10 - Social Services/Community Serv	6,000.00	408.90	5,591.10	6.81
85 - General Assistance	6,000.00	408.90	5,591.10	6.81
104 - Fire Department				
01 - Salaries	6,459.00	4,305.96	2,153.04	66.67
50 - Chief Officers stipends	6,000.00	3,999.96	2,000.04	66.67
70 - Med/Fica	459.00	306.00	153.00	66.67
02 - Operating Expense	40,000.00	16,292.02	23,707.98	40.73
60 - Fire Dept Operations	22,000.00	13,629.31	8,370.69	61.95
61 - Fire Communications	4,000.00	1,549.55	2,450.45	38.74
62 - Fire Capital	14,000.00	1,113.16	12,886.84	7.95
05 - Utilities	0.00	19.05	-19.05	----
05 - Electricity	0.00	19.05	-19.05	----
105 - Assessing				
02 - Operating Expense	300.00	0.00	300.00	0.00
70 - Tax Maps	300.00	0.00	300.00	0.00
03 - Contractual	19,200.00	15,799.97	3,400.03	82.29
30 - Assessing/Mapping	13,600.00	10,199.97	3,400.03	75.00
35 - Quarterly review	5,600.00	5,600.00	0.00	100.00
106 - Animal Control				
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				
01 - Salaries	12,269.00	9,164.34	3,104.66	74.70
56 - Code Enforcement Officer	11,397.00	8,642.34	2,754.66	75.83
70 - Med/Fica	872.00	522.00	350.00	59.86
65 - Unclassified	900.00	327.50	572.50	36.39
10 - Planning Board	300.00	97.50	202.50	32.50
15 - Board of Appeals	300.00	0.00	300.00	0.00
20 - Conservation Commission	300.00	230.00	70.00	76.67
108 - Public Safety				
03 - Contractual	24,648.00	16,765.00	7,883.00	68.02
40 - Ambulance	8,917.00	4,458.75	4,458.25	50.00
45 - Sheriff Dept	4,000.00	2,420.00	1,580.00	60.50
50 - PSAP Dispatching	11,731.00	9,886.25	1,844.75	84.27
05 - Utilities	7,000.00	4,291.34	2,708.66	61.30
20 - Street lights	7,000.00	4,291.34	2,708.66	61.30
109 - Roads				
03 - Contractual	155,933.00	120,887.10	35,045.90	77.53

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
02 - Roads/CONTRIB				
55 - Parking lot Plowing	1,900.00	2,503.33	-603.33	131.75
60 - Road Plowing	149,533.00	114,641.66	34,891.34	76.67
75 - Roadside mowing	3,500.00	3,566.49	-66.49	101.90
80 - Landfill mowing	1,000.00	175.62	824.38	17.56
05 - Utilities	400.00	310.11	89.89	77.53
05 - Electricity	400.00	310.11	89.89	77.53
25 - ROADS	166,450.00	117,906.78	48,543.22	70.84
01 - Roads Administration	3,000.00	340.00	2,660.00	11.33
05 - Brush/Tree removal	14,000.00	8,303.50	5,696.50	59.31
10 - Calcium chloride	9,000.00	2,964.95	6,035.05	32.94
15 - Sweeping	5,000.00	0.00	5,000.00	0.00
20 - Patching	8,500.00	2,586.50	5,913.50	30.43
25 - Paving preparation	25,000.00	10,522.00	14,478.00	42.09
30 - Signs	3,000.00	1,944.05	1,055.95	64.80
40 - Culverts	6,500.00	15,497.43	-8,997.43	238.42
45 - Gravel	15,500.00	14,154.38	1,345.62	91.32
46 - Winter salt	18,000.00	16,020.22	1,979.78	89.00
50 - Washouts	4,000.00	1,519.00	2,481.00	37.98
55 - Crack sealing	11,000.00	7,300.00	3,700.00	66.36
60 - Footbridge	200.00	0.00	200.00	0.00
65 - Cross walk painting	750.00	0.00	750.00	0.00
70 - Grading	12,000.00	4,346.00	7,654.00	36.22
75 - Ditching	30,000.00	32,408.75	-2,408.75	108.03
80 - Catch Basin	1,000.00	0.00	1,000.00	0.00
110 - Transfer Station	112,500.00	60,029.60	52,470.40	53.36
02 - Operating Expense	4,500.00	1,993.50	2,506.50	44.30
80 - Hazardous waste	1,000.00	0.00	1,000.00	0.00
85 - Backhoe rental/Transfer station	3,500.00	1,993.50	1,506.50	56.96
03 - Contractual	108,000.00	58,036.10	49,963.90	53.74
65 - Transfer Station	108,000.00	58,036.10	49,963.90	53.74
111 - Outside Agencies	27,084.00	26,512.00	572.00	97.89
10 - Social Services/Community Serv	27,084.00	26,512.00	572.00	97.89
01 - Library	5,000.00	5,150.00	-150.00	103.00
05 - Library Renovation fund	5,000.00	5,000.00	0.00	100.00
10 - Archival board	500.00	278.00	222.00	55.60
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
40 - Family Violence	1,025.00	1,025.00	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	1,100.00	1,100.00	0.00	100.00
65 - Crisis Spport	755.00	755.00	0.00	100.00
70 - Big Brother	500.00	500.00	0.00	100.00
75 - United Cerebal	1,000.00	1,000.00	0.00	100.00
80 - Healthy futures	500.00	0.00	500.00	0.00
112 - Recreation	16,350.00	14,125.16	2,224.84	86.39

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
112 - Recreation CONTD				
03 - Contractual	2,700.00	1,775.16	924.84	65.75
70 - Park Mowing	2,700.00	1,775.16	924.84	65.75
10 - Social Services/Community Serv	13,150.00	12,350.00	800.00	93.92
91 - Kennebec Land Trust	250.00	250.00	0.00	100.00
92 - Friends of Cobbossee Watershe	1,000.00	1,000.00	0.00	100.00
93 - Memorial Day	300.00	0.00	300.00	0.00
95 - Ladd Recreation	6,600.00	6,600.00	0.00	100.00
96 - Athletic League	500.00	0.00	500.00	0.00
97 - Andro Lake Improve Corp	1,000.00	1,000.00	0.00	100.00
98 - Andro Yacht club	500.00	500.00	0.00	100.00
99 - 30 Mile Watershed	3,000.00	3,000.00	0.00	100.00
65 - Unclassified	500.00	0.00	500.00	0.00
25 - Lake Protection	500.00	0.00	500.00	0.00
113 - Land and Buildings	1,000.00	816.37	183.63	81.64
02 - Operating Expense	1,000.00	816.37	183.63	81.64
95 - NW Schoolhouse	200.00	606.25	-406.25	303.13
96 - NW Building	600.00	113.99	486.01	19.00
97 - Town House	200.00	96.13	103.87	48.07
114 - Capital Reserves/transfers	74,500.00	74,500.00	0.00	100.00
52 - CAPITAL RESERVE	74,500.00	74,500.00	0.00	100.00
05 - Fire Truck	15,000.00	15,000.00	0.00	100.00
25 - Footbridge Replacement Fund	1,500.00	1,500.00	0.00	100.00
30 - Cemetery Stone Cleaning Fund	2,500.00	2,500.00	0.00	100.00
45 - Land and Buildings	10,500.00	10,500.00	0.00	100.00
50 - ROAD /PAVING/ GRAVEL	30,000.00	30,000.00	0.00	100.00
65 - Future Town Office	15,000.00	15,000.00	0.00	100.00
115 - School RSU #38	1,708,722.00	1,281,541.47	427,180.53	75.00
60 - INTER GOVERNMENT	1,708,722.00	1,281,541.47	427,180.53	75.00
15 - RSU #38	1,708,722.00	1,281,541.47	427,180.53	75.00
116 - County Tax	200,390.00	200,133.30	256.70	99.87
60 - INTER GOVERNMENT	200,390.00	200,133.30	256.70	99.87
20 - Kennebec County Tax	182,790.00	182,789.62	0.38	100.00
21 - six month budget instl 5yr pay	17,600.00	17,343.68	256.32	98.54
117 - Cobbossee Watershed District	2,127.00	2,127.00	0.00	100.00
60 - INTER GOVERNMENT	2,127.00	2,127.00	0.00	100.00
25 - Cobbossee Watershed District	2,127.00	2,127.00	0.00	100.00
118 - Overlay	25,254.55	3,849.44	21,405.11	15.24
60 - INTER GOVERNMENT	25,254.55	3,849.44	21,405.11	15.24
30 - Overlay	25,254.55	3,849.44	21,405.11	15.24
200 - Ladd Recreation Operations	0.00	67,209.40	-67,209.40	----
01 - Salaries	0.00	42,031.31	-42,031.31	----
60 - Ladd Rec Director	0.00	21,692.31	-21,692.31	----
65 - Part time help	0.00	18,532.30	-18,532.30	----
70 - Med/Fica	0.00	1,806.70	-1,806.70	----

Expense Summary Report

ALL Departments
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
200 - Ladd Recreation Operations CONFID				
02 - Operating Expense	0.00	25,178.09	-25,178.09	----
90 - Ladd Operational expenses	0.00	25,178.09	-25,178.09	----
328 - Snowmobile	0.00	6,543.81	-6,543.81	----
65 - Unclassified	0.00	6,543.81	-6,543.81	----
99 - MISC EXPENSE	0.00	6,543.81	-6,543.81	----
331 - Farmers Market	0.00	34.35	-34.35	----
65 - Unclassified	0.00	34.35	-34.35	----
99 - MISC EXPENSE	0.00	34.35	-34.35	----
334 - TOWN BOAT LAUNCH	0.00	2,584.31	-2,584.31	----
65 - Unclassified	0.00	2,584.31	-2,584.31	----
99 - MISC EXPENSE	0.00	2,584.31	-2,584.31	----
335 - Wayne Athletic League	0.00	511.55	-511.55	----
65 - Unclassified	0.00	511.55	-511.55	----
99 - MISC EXPENSE	0.00	511.55	-511.55	----
423 - Road Reserve	0.00	228,953.58	-228,953.58	----
65 - Unclassified	0.00	228,953.58	-228,953.58	----
99 - MISC EXPENSE	0.00	228,953.58	-228,953.58	----
424 - Fire Truck Reserve	0.00	4,169.51	-4,169.51	----
65 - Unclassified	0.00	4,169.51	-4,169.51	----
99 - MISC EXPENSE	0.00	4,169.51	-4,169.51	----
426 - Foot Bridge	0.00	732.56	-732.56	----
65 - Unclassified	0.00	732.56	-732.56	----
99 - MISC EXPENSE	0.00	732.56	-732.56	----
428 - Town House	0.00	6,706.66	-6,706.66	----
65 - Unclassified	0.00	6,706.66	-6,706.66	----
99 - MISC EXPENSE	0.00	6,706.66	-6,706.66	----
433 - Lovejoy Pond Dam	0.00	1,984.44	-1,984.44	----
65 - Unclassified	0.00	1,984.44	-1,984.44	----
99 - MISC EXPENSE	0.00	1,984.44	-1,984.44	----
434 - Land & Building	0.00	3,731.02	-3,731.02	----
65 - Unclassified	0.00	3,731.02	-3,731.02	----
99 - MISC EXPENSE	0.00	3,731.02	-3,731.02	----
524 - Ladd Special General Assistanc	0.00	773.55	-773.55	----
65 - Unclassified	0.00	773.55	-773.55	----
99 - MISC EXPENSE	0.00	773.55	-773.55	----
Final Totals	2,917,756.55	2,523,045.50	394,711.05	86.47

Revenue Summary Report

Department(s): ALL

ALL

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
100 - General Admin	2,847,899.55	2,742,799.77	107,861.13	96.33
01 - Banking Interest	1,800.00	651.26	1,148.74	36.18
02 - xxxxxxx	0.00	0.00	0.00	---
03 - Lien costs	2,000.00	1,232.41	767.59	61.62
04 - Interest on taxes	10,000.00	7,745.97	2,254.03	77.46
05 - MV Agent fees	4,000.00	2,776.00	1,224.00	69.40
06 - IFW Agent fees	1,000.00	331.75	668.25	33.18
07 - Motor Vehicle excise	187,000.00	133,855.64	53,144.36	71.58
08 - Boat Excise	4,000.00	1,206.90	2,793.10	30.17
09 - Vitals	300.00	142.80	157.20	47.60
10 - Cash Short/ Over	0.00	-0.13	0.13	---
13 - Cable TV Franchise	4,300.00	4,255.01	44.99	98.95
14 - Misc revenue	10,000.00	4,340.41	5,659.59	43.40
15 - Surplus	20,000.00	0.00	20,000.00	0.00
21 - State revenue sharing	47,769.00	30,445.45	17,323.55	63.73
25 - Tax Commitment	2,555,780.55	2,555,779.90	0.65	100.00
103 - General Assistance	3,000.00	0.00	3,000.00	0.00
01 - GA Reimbursement	3,000.00	0.00	3,000.00	0.00
105 - Assessing	30,915.00	29,666.60	7,248.40	76.55
01 - Tree Growth	4,100.00	4,066.60	33.40	99.19
02 - Homestead Exemption	25,915.00	19,600.00	6,315.00	75.63
03 - Veteran reimbursement	900.00	0.00	900.00	0.00
106 - Animal Control	1,000.00	785.00	215.00	78.50
01 - Dog fees	700.00	735.00	-35.00	105.00
02 - Dog late fees	300.00	50.00	250.00	16.67
107 - Code Enforcement	1,600.00	330.00	1,270.00	20.63
01 - Building permits	1,600.00	330.00	1,270.00	20.63
109 - Roads	33,292.00	33,292.00	0.00	100.00
01 - Local Road Assist Program	33,292.00	33,292.00	0.00	100.00
200 - Ladd Recreation Operations	0.00	62,958.31	62,958.31	---
01 - Ladd Donation	0.00	54,963.74	-54,963.74	---
02 - Town Contribution	0.00	6,600.00	-6,600.00	---
03 - Ladd Rec Fees	0.00	1,394.57	-1,394.57	---
321 - Fire Ponds	0.00	1,633.00	-1,633.00	---
98 - carry forward	0.00	1,633.00	-1,633.00	---
322 - Comp Plan	0.00	125.00	-125.00	---
98 - carry forward	0.00	125.00	-125.00	---
323 - Preambulation	0.00	966.00	-966.00	---
98 - carry forward	0.00	966.00	-966.00	---
324 - ADA Compliance	0.00	1,450.00	-1,450.00	---
98 - carry forward	0.00	1,450.00	-1,450.00	---
325 - Animal Control	0.00	2,244.00	-2,244.00	---

Revenue Summary Report

Department(s): ALL
ALL

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
325 - Animal Control (CONTD)				
98 - carry forward	0.00	2,244.00	-2,244.00	----
326 - Pandemic	0.00	5,000.00	-5,000.00	----
98 - carry forward	0.00	5,000.00	-5,000.00	----
327 - Conservation Com	0.00	812.00	-812.00	----
98 - carry forward	0.00	812.00	-812.00	----
328 - Snowmobile	0.00	6,542.81	-6,542.81	----
01 - INTEREST	0.00	1.47	-1.47	----
98 - carry forward	0.00	6,540.84	-6,540.84	----
329 - Wayne Rescue	0.00	200.00	-200.00	----
98 - carry forward	0.00	200.00	-200.00	----
330 - Municipal Building	0.00	800.00	-800.00	----
98 - carry forward	0.00	800.00	-800.00	----
331 - Farmers Market	0.00	759.82	-759.82	----
01 - MISC REVENUE	0.00	187.42	-187.42	----
98 - carry forward	0.00	572.40	-572.40	----
332 - Wayne History Project	0.00	3,973.42	-3,973.42	----
98 - carry forward	0.00	3,973.42	-3,973.42	----
333 - Andro Lake Improvement	0.00	875.54	-875.54	----
98 - carry forward	0.00	875.54	-875.54	----
334 - TOWN BOAT LAUNCH	0.00	1,500.00	1,500.00	----
98 - carry forward	0.00	-1,500.00	1,500.00	----
335 - Wayne Athletic League	0.00	2,466.98	-2,466.98	----
01 - Fees	0.00	2,466.98	-2,466.98	----
421 - Transfer Station	0.00	73,572.00	-73,572.00	----
98 - carry forward	0.00	73,572.00	-73,572.00	----
422 - Voting machine	0.00	6,500.00	-6,500.00	----
98 - carry forward	0.00	6,500.00	-6,500.00	----
423 - Road Reserve	0.00	231,469.11	-231,469.11	----
01 - Interest	0.00	0.07	-0.07	----
90 - Bond Proceeds	0.00	170,000.00	-170,000.00	----
98 - carry forward	0.00	1,469.04	-1,469.04	----
99 - Transfer in from General Fund	0.00	60,000.00	-60,000.00	----
424 - Fire Truck Reserve	0.00	294,072.84	-294,072.84	----
01 - Interest	0.00	2.64	-2.64	----
98 - carry forward	0.00	279,070.20	-279,070.20	----
99 - Transfer in from General Fund	0.00	15,000.00	-15,000.00	----
425 - Sand Salt Shed	0.00	2,918.39	-2,918.39	----
01 - Interest	0.00	0.16	-0.16	----

Revenue Summary Report

Department(s): ALL
ALL

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
425 - Sand salt Shed CONT'D				
98 - carry forward	0.00	2,918.23	-2,918.23	----
426 - Foot Bridge	0.00	4,500.00	-4,500.00	----
98 - carry forward	0.00	3,000.00	-3,000.00	----
99 - Transfer in from General Fund	0.00	1,500.00	-1,500.00	----
427 - Paving Reserve	0.00	51,855.15	-51,855.15	----
98 - carry forward	0.00	21,855.15	-21,855.15	----
99 - Transfer in from General fund	0.00	30,000.00	-30,000.00	----
428 - Town House	0.00	6,706.66	-6,706.66	----
03 - Historical Society Donation	0.00	2,500.00	-2,500.00	----
98 - carry forward	0.00	4,206.66	-4,206.66	----
429 - Building maintenance	0.00	152.46	-152.46	----
01 - Interest	0.00	0.04	-0.04	----
98 - carry forward	0.00	152.42	-152.42	----
430 - Fire Station addition	0.00	1,591.74	-1,591.74	----
98 - carry forward	0.00	1,591.74	-1,591.74	----
431 - Lord Road Paving	0.00	30,410.48	-30,410.48	----
98 - carry forward	0.00	30,410.48	-30,410.48	----
432 - Hardscrabble Road	0.00	2,810.53	-2,810.53	----
98 - carry forward	0.00	2,810.53	-2,810.53	----
433 - Lovejoy Pond Dam	0.00	20,167.97	-20,167.97	----
98 - carry forward	0.00	20,167.97	-20,167.97	----
434 - Land & Building	0.00	10,565.95	-10,565.95	----
01 - Interest	0.00	0.71	-0.71	----
98 - carry forward	0.00	65.24	-65.24	----
99 - Transfer in from General fund	0.00	10,500.00	-10,500.00	----
435 - Cemetery Stone Cleaning	0.00	7,400.00	-7,400.00	----
98 - carry forward	0.00	4,900.00	-4,900.00	----
99 - Transfer in from General fund	0.00	2,500.00	-2,500.00	----
436 - Future Town Office	0.00	15,000.00	-15,000.00	----
99 - Transfer in from General fund	0.00	15,000.00	-15,000.00	----
437 - Besse Road Chip Seal Repair	0.00	4,800.00	-4,800.00	----
01 - Misc. Revenue	0.00	4,800.00	-4,800.00	----
521 - Jaworski	0.00	0.28	-0.28	----
01 - INTEREST INCOME	0.00	0.28	-0.28	----
522 - Ladd Recreation Savings	0.00	1,375.00	-1,375.00	----
02 - QUARTERLY DONATIONS	0.00	1,375.00	-1,375.00	----
523 - Ruth Lee	0.00	2.07	-2.07	----

Revenue Summary Report

Department(s): ALL

ALL

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
523 - Ruth Lee CONTD				
01 - INTEREST	0.00	2.07	-2.07	----
524 - Todd Special General Assistanc	0.00	1,093.59	-1,093.59	----
01 - INTEREST	0.00	5.19	-5.19	----
02 - DONATIONS	0.00	1,088.40	-1,088.40	----
Final Totals	2,917,756.55	3,657,107.57	-739,351.02	125.34

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal Net	----- Y T D -----			Pending Activity	Balance Net
		Debits	Credits	Net		
310-20 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
310-25 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
310-30 Dog License State	6.00	1,118.50	924.00	-194.50	-9.00	-197.50
310-35 State Plumbing Fee 25%	321.50	125.00	322.50	197.50	0.00	519.00
310-36 DEP Plumbing Fee \$15.00	0.00	75.00	75.00	0.00	0.00	0.00
320-00 Accounts Payable	24,491.84	24,491.84	0.00	-24,491.84	0.00	0.00
320-01 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
320-05 LPI Plumbing Fee 75%	-34.13	1,092.50	1,092.50	0.00	0.00	-34.13
320-10 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
330-05 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
330-10 Federal withholding	0.00	12,111.54	12,111.54	0.00	0.00	0.00
330-15 Fica withholding	0.00	15,361.98	15,361.98	0.00	0.00	0.00
330-20 Medicare withholding	0.00	3,593.00	3,593.00	0.00	0.00	0.00
330-25 State withholding	0.00	3,399.15	3,399.15	0.00	0.00	0.00
330-31 Vision Withholding	0.00	0.00	127.26	127.26	0.00	127.26
330-40 Retirement withholding	0.00	411.57	411.57	0.00	0.00	0.00
330-45 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
330-50 MMEHT with holding	0.00	5,049.35	2,794.72	-2,254.63	0.00	-2,254.63
340-05 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
340-07 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
340-08 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
340-10 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
350-15 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
350-25 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
350-35 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
350-40 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
350-45 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
350-50 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-05 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-10 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-15 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-26 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-30 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-35 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-40 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-45 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-60 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-65 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-70 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
360-75 xxxxxxxx	0.00	0.00	0.00	0.00	0.00	0.00
400-00 Deferred Tax Revenues	126,603.19	0.00	0.00	0.00	0.00	126,603.19
Fund Balance	1,000,834.86	5,128,963.94	5,908,680.38	779,716.44	0.00	1,780,551.30
500-00 Expense control	0.00	2,026,238.90	2,923,064.35	896,825.45	0.00	896,825.45
510-00 Revenue control	0.00	3,101,818.03	2,984,709.02	-117,109.01	0.00	-117,109.01
520-00 Undesignated fund balance	1,000,834.86	0.00	0.00	0.00	0.00	1,000,834.86
530-00 Designated fund balance	0.00	0.00	0.00	0.00	0.00	0.00
540-00 xxxxxxxxxxxx	0.00	907.01	907.01	0.00	0.00	0.00
2 - Ladd Rec Operations	0.00	119,046.46	119,046.46	0.00	0.00	0.00
Assets	8,776.37	52,865.16	55,637.82	-2,772.66	0.00	6,003.71

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal	----- Y T D -----			Pending Activity	Balance Net
	Net	Debits	Credits	Net		
199-01 Due to/from	8,776.37	52,865.16	55,637.82	-2,772.66	0.00	6,003.71
Liabilities	0.00	450.33	450.33	0.00	0.00	0.00
330-10 Federal Taxes	0.00	180.29	180.29	0.00	0.00	0.00
330-15 FICA	0.00	178.84	178.84	0.00	0.00	0.00
330-20 Medicare	0.00	41.82	41.82	0.00	0.00	0.00
330-25 State Taxes	0.00	49.38	49.38	0.00	0.00	0.00
Fund Balance	8,776.37	65,730.97	62,958.31	-2,772.66	0.00	6,003.71
500-00 Expense Control	0.00	65,730.97	0.00	-65,730.97	0.00	-65,730.97
510-00 Revenue Control	0.00	0.00	62,958.31	62,958.31	0.00	62,958.31
520-00 Fund Balance	8,776.37	0.00	0.00	0.00	0.00	8,776.37
Assets	23,692.20	3,268.71	10,694.02	-7,425.31	407.16	16,674.05
101-00 SNOWMOBILE CASH ANDRO 7768	5,964.90	1.47	0.00	1.47	0.00	5,966.37
102-00 FARMERS MARKET ANDRO 6785	65.70	0.00	34.35	-34.35	0.00	31.35
120-01 Accounts Receivable	1,000.00	0.00	1,000.00	-1,000.00	0.00	0.00
199-01 Due to/from	16,661.60	3,267.24	9,659.67	-6,392.43	407.16	10,676.33
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	23,692.20	35,886.22	28,460.91	-7,425.31	0.00	16,266.89
500-00 Expense Control	0.00	9,674.02	0.00	-9,674.02	0.00	-9,674.02
510-00 Revenue Control	0.00	1,020.00	26,960.91	25,940.91	0.00	25,940.91
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	6,540.84	6,540.84	0.00	-6,540.84	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	572.40	572.40	0.00	-572.40	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	-1,500.00	0.00	1,500.00	1,500.00	0.00	0.00
4. Capital Reserves	0.00	1,467,140.89	1,467,140.89	0.00	0.00	0.00
Assets	452,689.66	543,238.54	477,712.69	65,525.85	0.00	518,215.51
104-00 ROADS - ANDRO - 45107581	259.39	0.07	0.00	0.07	0.00	259.46
105-00 Fire Truck - Andro 45107522	10,687.64	2.64	0.00	2.64	0.00	10,690.28
106-00 Salt/Sand - Andro - 45107821	630.15	0.16	0.00	0.16	0.00	630.31
107-00 Bld Maint - Andro - 45107733	151.94	0.04	0.00	0.04	0.00	151.98
108-00 Land/Bldg - Andro - 45107792	2,846.72	0.71	0.00	0.71	0.00	2,847.43
109-00 Fire Truck - WAFUCU - 24852-00	25.00	0.00	0.00	0.00	0.00	25.00

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal Net	----- Y T D -----		Net	Pending Activity	Balance Net
		Debits	Credits			
GENERAL FUND						
110-00 Fire Truck - WAFUCU - 24852-64	243,385.75	0.00	0.00	0.00	0.00	243,385.75
120-01 Accounts Receivable	6,500.00	0.00	6,500.00	-6,500.00	0.00	0.00
199-01 Due to/from	188,203.07	543,234.92	471,212.69	72,022.23	0.00	260,225.30
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	452,689.66	923,902.35	989,428.20	65,525.85	0.00	518,215.51
500-00 Expense Control	0.00	471,212.69	224,934.92	-246,277.77	0.00	-246,277.77
510-00 Revenue Control	0.00	0.00	764,493.28	764,493.28	0.00	764,493.28
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	1,469.04	1,469.04	0.00	-1,469.04	0.00	0.00
524-00 Fire Truck Reserve	279,070.20	279,070.20	0.00	-279,070.20	0.00	0.00
525-00 Sand Salt Shed	2,918.23	2,918.23	0.00	-2,918.23	0.00	0.00
526-00 Footbridge	3,000.00	3,000.00	0.00	-3,000.00	0.00	0.00
527-00 Paving Reserve	21,855.15	21,855.15	0.00	-21,855.15	0.00	0.00
528-00 Town House Reserve	4,206.66	4,206.66	0.00	-4,206.66	0.00	0.00
529-00 Building maintenance	152.42	152.42	0.00	-152.42	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	20,167.97	20,167.97	0.00	-20,167.97	0.00	0.00
534-00 Land/Building Reserve	65.24	65.24	0.00	-65.24	0.00	0.00
535-00 Cemetery Stone Cleaning	4,900.00	4,900.00	0.00	-4,900.00	0.00	0.00
TRUST FUNDS						
Assets	62,711.07	3,845.94	2,148.55	1,697.39	0.00	64,408.46
101-00 Jaworski Andro 45107709	1,136.72	0.28	0.00	0.28	0.00	1,137.00
103-00 Ruth Lee Andro 45107645	8,448.43	2.07	0.00	2.07	0.00	8,450.50
104-00 Ladd Worthy Poor Andro 4510761	21,056.91	5.19	0.00	5.19	0.00	21,062.10
105-00 Ladd WAFUCU 25542-ID 00	25.00	0.00	0.00	0.00	0.00	25.00
106-00 Ladd WAFUCU 25542-ID 10	14,655.89	0.00	0.00	0.00	0.00	14,655.89
107-00 Ladd WAFUCU 25542-ID 64	17,388.12	1,375.00	0.00	1,375.00	0.00	18,763.12
199-01 Due to/from	0.00	2,463.40	2,148.55	314.85	0.00	314.85
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	62,711.07	781.09	2,478.48	1,697.39	0.00	64,408.46
500-00 Expense Control	0.00	773.55	0.00	-773.55	0.00	-773.55
510-00 Revenue Control	0.00	7.54	2,478.48	2,470.94	0.00	2,470.94
521-00 Jaworski Fund Balance	1,136.72	0.00	0.00	0.00	0.00	1,136.72
522-00 Ladd Recreation Capital FB	32,069.01	0.00	0.00	0.00	0.00	32,069.01
523-00 Ruth Lee FB	8,448.43	0.00	0.00	0.00	0.00	8,448.43
524-00 Ladd Worthy Poor FB	21,056.91	0.00	0.00	0.00	0.00	21,056.91
Final Totals	0.00	12,627,329.21	12,627,329.21	0.00	2,234.09	2,234.09