

Town of Wayne Board of Selectmen

MEMBERS: Gary Kenny, Stephanie Haines, Don Welsh, Jon Lamarche and Trent Emery

Meeting Agenda

Date: Tuesday, October 4, 2016

Time: 6:30 PM

Place: Wayne Elementary School – Gymnasium

Call Meeting to Order.

Pledge of Allegiance.

Selectmen Present / Quorum.

Meeting Minutes.

- a. **Consider approving of meeting minutes of the Wayne Board of Selectmen – September 20, 2016.**
Manager Recommendation: Move the Board to approve meeting minutes of the Wayne Board of Selectmen – September 20, 2016.

Warrants.

- a. **Consider approving of Payroll Warrant #14.**
Manager Recommendation: Move the Board to approve Payroll Warrant #14.
- b. **Consider approving of Accounts Payable Warrant #15.**
Manager Recommendation: Move the Board to approve Accounts Payable Warrant #15.

Business Agenda.

- a. **Public Hearing: Adoption of the Maine Municipal Association Model Ordinance General Assistance Appendix A-F for the period of October 1, 2016 to September 30, 2017, as revised.**

Manager Recommendation: Move the Board to open the public hearing to adopt the Maine Municipal Association Model Ordinance General Assistance Appendix A-F for the period of October 1, 2016 to September 30, 2017, as revised.

Manager Recommendation: Move the Board to close the public hearing to adopt the Maine Municipal Association Model Ordinance General Assistance Appendix A-F for the period of October 1, 2016 to September 30, 2017, as revised.

- b. **Consider Board adoption of the Maine Municipal Association Model Ordinance General Assistance Appendix A-F for the period October 1, 2016 to September 30, 2017 as revised.**

Manager Recommendation: Move the Board to adopt the Maine Municipal Association Model Ordinance General Assistance Appendix A-F for the period of October 1, 2016 to September 30, 2017, as revised.

c. Approve Aging-at-Home Committee directive and appoint members.

Manager Recommendation: Move the Board to approve Aging-at-Home Committee directive and appoint members.

d. Authorize the Town Manager and Aging-at-Home Committee to advertise and fill Aging-At-Home Survey Outreach Coordinator.

Manager Recommendation: Move the Board to authorize the Town Manager and Aging-at-Home Committee to advertise and fill Aging-At-Home Survey Outreach Coordinator position paid through grant funds.

e. Appoint Margaret Lane to the Open Space Committee.

Manager Recommendation: Move the Board to Appoint Margaret Lane to the Open Space Committee.

f. Discuss T. Lee Howards proposal

Manager Recommendation: Direct Open Space Committee to consider T. Lee Howard's proposal.

g. Approve Resolution adopting the 2016 Kennebec County Revised Hazard Mitigation Plan.

Manager Recommendation: Move the Board to approve resolution adopting the 2016 Kennebec County Revised Hazard Mitigation Plan.

h. Consider advertising for bids for Mowing, Trimming and Lawn Care Maintenance for Town Properties.

Manager Recommendation: Move the Board to authorize the Town Manager to advertise for bids for Mowing, Trimming and Lawn Care Maintenance for Town Properties.

i. Draft Audited Financial Statements for Fiscal Year Ending June 30, 2016.

Manager Recommendation: Move the Board to approve and authorize the Treasurer and Town Manager sign and return Audited Financial Statements for Fiscal Year Ending June 30, 2016.

j. Finalize details Board retreat for Prioritizing Board Goals/ Strategies from the Comprehensive Plan.

Manager Recommendation: Discussion Only.

k. Consider reviewing Code of Ethics, discuss adopting a Conflict of Interest Policy.

Manager Recommendation: Discussion Only.

Supplements and Abatements

- | | | | | |
|-------------------|----------|--------------------------|-----------|---------|
| • Michael Wilson, | M15, L17 | Heat listing error | Abatement | \$8.90 |
| • Jean Dorson, | M12, L9, | Veteran Exemption missed | Abatement | \$88.98 |

Town Manager Report.

Board Member Reports.

Public Comments.

Adjourn.

The next regularly scheduled **Board of Selectmen Meeting** is scheduled for **Tuesday October 18, 2016** at **6:30 PM** at the Wayne Elementary School - Gymnasium.

**Town of Wayne, Maine
Select Board Meeting Minutes
Tuesday September 20, 2016
Wayne Elementary School**

Call Meeting to Order/ Selectmen Present

Don Welsh determined quorum and called meeting to order at 6:30 PM with the following members present: Trent Emery, Jonathan Lamarche and Don Welsh. Stephanie Haines and Gary Kenny were absent.

Others Present: Aaron Chrostowsky, Town Manager and Cathy Cook, Town Clerk
Audience: Peter Ault, Mark Birtwell, Peter Davis, Thomas Lee Howard, Bruce Mercier, Sue Spalding, Robert Stephenson, and Taylor Stevenson.

Pledge of Allegiance

Selectmen Present / Quorum.

The Board voted for Don Welsh to be Chair of the Board for this meeting, during Gary Kenny's absence. (Emery/Lamarche) (3/0)

Conflicts of Interest. None.

Meeting Minutes

- a. The Board was moved to approve meeting minutes of the Board of Selectmen for September 6, 2016. (Emery/Lamarche) (3/0).

Warrants

- a. The Board approved Warrant #12 (Payroll) in the amount of \$6, 064.66 (Emery/Lamarche) (3/0).
- b. The Board approved Warrant #13 (Accounts Payable) in the amount of \$98,501.24. (Emery/Lamarche) (3/0).

Business Agenda

- a. The Board moved to deny Joan and Bill Chellis' request to install a public water spigot in North Wayne. (Lamarche/Emery) (3/0)
- b. The Board moved to authorize the Town Manager to sign the AARP Age-Friendly Grant Memorandum of Understanding. (Lamarche/Emery) (3/0)
- c. The accepted AARP Age-Friendly Community Certificate. Sue Spalding gave a brief presentation from Wayne's Age Friendly Community Committee.
- d. The Board moved to approve Open-Space Committee directive and appointed members: Chris Cushman, Fred Hurley, Lloyd Irland, Bruce Mercier, Steve McLaughlin, Ken Spalding, and Ford Stevenson. (Lamarche/Emery) (3/0)
- e. The Board moved to amend the Town's Financial and Investment Policy to include Post-Issuance Compliance. (Lamarche/Emery) (3/0)
- f. Discussion draft FY '15-'16 Audited Financial Statements.

- g. The Board moved to accept Mark Birtwell's resignation as Animal Control Officer, with regret. (Lamarche/Emery) (3/0)
- h. The Board moved to accept Mark Birtwell's resignation as Animal Control Officer, with regret. (Lamarche/Emery) (3/0)
- i. The Board moved to appoint Taylor Stevenso as Interim Animal Control Officer. (Lamarche/Emery) (3/0)
- j. The Board moved to authorize the Town Manager to sign the Daughters of the American Revolution, "Proclamation Constitution Week 2016." (Lamarche/Emery) (3/0)
- k. The Board moved to appoint the Town Manager who is hereby designated as the official Voting Delegate for MMA Annual Business Meeting. (Lamarche/Emery) (3/0)

Abatements/Supplements: None

Town Manager Report:

- a. Update of road projects.

Board Member Reports: None

Public Comments:

- a. Thomas Lee Howard introduced himself as owner of 262 House Road, which abuts the former Pettengill Property on House Road. Stated his belief that as an abutter he should have been notified and he said he feels he should have been offered a chance to buy the land when it foreclosed, and that he strongly wants the land, which once belonged to his grandfather, and "will pursue it to the end." Mr. Howard suggested he would be willing to pay back taxes, keep it wild and let the public use it, will put in hiking trails for the public.
- b. Bob Stephenson asked about the bookkeeper position in the town office which was discussed at last meeting. Town Manager said he hired Theresa Shaw who will start tomorrow.
- c. Mark Birtwell asked about training process for new selectboard members, and specifically asked if there was training for conflicts of interest. Town Manager stated policy Code of Ethics, and stated formal training is not required for new selectboard members.

Adjourn.

Motion to Adjourn at 7:26 PM. (Lamarche/Emery) (3/0)

The next Select Board Meeting is scheduled for Tuesday, October 4 , 2016 at 6:30 p.m. at the Wayne Elementary School Gymnasium.

Recorded by:
Aaron Chrostowsky, Town Manager

Select Board Members

Gary Kenny

Stephanie Haines

Don Welsh

Jonathan Lamarche

Trent Emery

TO: Municipal Officials/Welfare Directors/General Assistance Administrators
FROM: Ian Miller, General Assistance Program Manager
RE: 2016 – 2017 General Assistance Ordinance Maximums
DATE:

Enclosed please find the following items:

- MMA's new (October 1, 2016–September 30, 2017) “**General Assistance Ordinance Appendix**” (A - D).
- “**GA Maximums Summary Sheet**” which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- “**GA Maximums Adoption Form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (*see “Filing of GA Ordinance and/or Appendices” below for further information*).

Appendix A - D

The enclosed Appendices A - D have been revised for your municipality's General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – D. Even if you have already adopted MMA's model General Assistance Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

Oct 1, 2016 to Sept 30, 2017

OVERALL MAXIMUMS

| Persons in Household | | | | |
|------------------------|-----|-----|-------|-------|
| 1 | 2 | 3 | 4 | 5 |
| 612 | 663 | 846 | 1,075 | 1,141 |
| Household of 6 = 1,216 | | | | |

* Add \$75 for each additional person

FOOD MAXIMUMS

| Persons | Weekly | Monthly |
|---------|--------|---------|
| 1 | 45.12 | 194 |
| 2 | 83.02 | 357 |
| 3 | 118.84 | 511 |
| 4 | 150.93 | 649 |
| 5 | 179.30 | 771 |
| 6 | 215.12 | 925 |
| 7 | 237.67 | 1,022 |
| 8 | 271.86 | 1,169 |

Add \$146 per month for each + person

Housing Maximums

| BEDROOM | UNHEATED | | Heated | |
|---------|----------|---------|--------|---------|
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 104 | 448 | 128 | 549 |
| 1 | 109 | 469 | 138 | 593 |
| 2 | 142 | 609 | 177 | 763 |
| 3 | 184 | 792 | 228 | 980 |
| 4 | 186 | 801 | 240 | 1,030 |

PERSONAL CARE & HOUSEHOLD SUPPLIES

| Number in Household | Weekly Amount | Monthly Amount |
|---------------------|---------------|----------------|
| 1-2 | \$10.50 | \$45.00 |
| 3-4 | \$11.60 | \$50.00 |
| 5-6 | \$12.80 | \$55.00 |
| 7-8 | \$14.00 | \$60.00 |

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

ELECTRIC

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.
 1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat.

| Number in Household | Weekly | Monthly |
|---------------------|---------|----------|
| 1 | \$14.00 | \$60.00 |
| 2 | \$15.70 | \$67.50 |
| 3 | \$17.45 | \$75.00 |
| 4 | \$19.20 | \$86.00 |
| 5 | \$23.10 | \$99.00 |
| 6 | \$25.00 | \$107.00 |

NOTE: For each additional person add \$7.50 per month.

HEATING FUEL

| Month | Gallons | Month | Gallons |
|-----------|---------|----------|---------|
| September | 50 | January | 225 |
| October | 100 | February | 225 |
| November | 200 | March | 125 |
| December | 200 | April | 125 |
| | | May | 50 |

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

| Number of Children | Weekly Amount | Monthly Amount |
|--------------------|---------------|----------------|
| 1 | \$12.80 | \$55.00 |
| 2 | \$17.40 | \$75.00 |
| 3 | \$23.30 | \$100.00 |
| 4 | \$27.90 | \$120.00 |

1-800-442-6003

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat.

| Number in Household | Weekly | Monthly |
|---------------------|---------|----------|
| 1 | \$20.00 | \$86.00 |
| 2 | \$23.75 | \$102.00 |
| 3 | \$27.70 | \$119.00 |
| 4 | \$32.25 | \$139.00 |
| 5 | \$37.30 | \$160.00 |
| 6 | \$41.00 | \$176.00 |

NOTE: For each additional person add \$10.00 per month.

GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2016 to September 30, 2017.**

APPENDIX A - OVERALL MAXIMUMS

| <u>County</u> | <u>Persons in Household</u> | | | | | |
|--|-----------------------------|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| <p>NOTE: For each additional person add \$75 per month.</p> <p>(The applicable figures from Appendix A, <i>once adopted</i>, should be inserted here.)</p> | | | | | | |

APPENDIX B - FOOD MAXIMUMS

| <u>Number in Household</u> | <u>Weekly Maximum</u> | <u>Monthly Maximum</u> |
|---|-----------------------|------------------------|
| 1 | 45.12 | 194.00 |
| 2 | 83.02 | 357.00 |
| 3 | 118.84 | 511.00 |
| 4 | 150.93 | 649.00 |
| 5 | 179.30 | 771.00 |
| 6 | 215.12 | 925.00 |
| 7 | 237.67 | 1022.00 |
| 8 | 271.86 | 1169.00 |
| <p>NOTE: For each additional person add \$146 per month.</p> | | |

APPENDIX C - HOUSING MAXIMUMS

| <u>Number of Bedrooms</u> | <u>Unheated</u> | | <u>Heated</u> | |
|---|-----------------|---------|---------------|---------|
| | Weekly | Monthly | Weekly | Monthly |
| 0 | | | | |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| <p>(The applicable figures from Appendix C, <i>once adopted</i>, should be inserted here.)</p> | | | | |

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

| <u>Number in Household</u> | <u>Weekly Amount</u> | <u>Monthly Amount</u> |
|----------------------------|----------------------|-----------------------|
| 1-2 | \$10.50 | \$45.00 |
| 3-4 | \$11.60 | \$50.00 |
| 5-6 | \$12.80 | \$55.00 |
| 7-8 | \$14.00 | \$60.00 |

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

| <u>Number of Children</u> | <u>Weekly Amount</u> | <u>Monthly Amount</u> |
|---------------------------|----------------------|-----------------------|
| 1 | \$12.80 | \$55.00 |
| 2 | \$17.40 | \$75.00 |
| 3 | \$23.30 | \$100.00 |
| 4 | \$27.90 | \$120.00 |

FOR MUNICIPAL USE ONLY

GENERAL ASSISTANCE ORDINANCE
APPENDICES A-F
2016-2017

The Municipality of **Wayne** adopts the MMA Model Ordinance GA Appendices (A-F) for the period of Oct. 1, 2016—September 30, 2017. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the **4th** (day) of **October** (month) **2016** (year) by the municipal officers:

(Print Name)

(Signature)

BOARD of SELECTMEN
Organizational and Directive Document
for the
Aging At Home Committee

COMMITTEE ORGANIZATION

Type of Committee: The Aging At Home Committee is a local town committee reporting to the Board of Selectmen for the sole purpose of developing and implementing initiatives to assist Wayne's elder population.

Number of Members and Qualifications: Minimum 5 and Maximum 7. All members should have an interest in supporting Wayne's elder community.

Responsibility of Committee members: The committee members will gather information about the needs of Wayne's elders, gather and disseminate information about supports available to assist elders, and work toward the development of other needed resources to meet the needs of our town's elders through collaboration with agencies, other service providers, and initiatives in surrounding towns.

Residency Requirement: residents of Wayne and adjacent communities

Appointment Process: Board of Selectmen will accept letters of interest from residents specifying their experience and desire to serve on the Aging At Home Committee. Board will fill vacancies by advertising for interested persons, review letters of interest, and make formal appointments at a duly warned Board of Selectmen meeting. All appointments are made for a term of one-year.

Committee Organizational Structure: The Committee will elect a Chair, Vice-Chair, Secretary and Treasurer at its first meeting of each year. The Chair will conduct the meetings. The Vice-Chair will conduct the meetings in the absence of the Chair. The Secretary will take and prepare the minutes of the meeting. The Treasurer will keep finances in order and report to the Town Treasurer.

Quorum: A five (5) member committee will have a quorum of 3 to conduct a meeting. A six (6) member committee will have a quorum of 4, and a seven (7) member committee will have a quorum of 5 to conduct the meeting.

Meeting Agendas: The Chair will develop each meeting agenda and post a copy of the agenda on the Town Office bulletin board at least five (5) days before the meeting. The Chair will provide a copy of the agenda to the Town Manager for the Committee's file.

Meeting Minutes: The Committee shall maintain written records of meetings, including the results of all motions and votes. One copy of the minutes of each meeting shall be filed with the Town Clerk within ten (10) working days after approval by the committee.

Public Meetings: Committee shall hold meetings that are open to the public and issue notice of meetings, including items of discussion.

Meeting Location: Meetings will be held in Wayne at a public location accessible to the general public. The Chair will schedule with the Town Manager for the use of the Town Office at least two (2) weeks in advance. Other acceptable locations are: Wayne Elementary School Library or Gymnasium, the Cary Library or Williams House property, Ladd Recreation Center and/ or Androscoggin Yacht Club. All meetings will be held in handicap-accessible locations.

COMMITTEE DIRECTIVE

The Aging At Home committee envisions the following goals will serve as permanent fundamental ambitions:

- To support Wayne's elders in maintaining health, independence, and connectedness with the community;
- To be guided by the needs of Wayne's elders;
- To help Wayne's elders serve the community as they can and wish to;

Town of Wayne Selectboard:

Gary Kenny

Stephanie Haines

Don Welsh

Jon Lamarche

Trent Emery

Signed this 4th day of October 2016

Aging at Home Committee members:

- Ernie Farrar
- Stan Davis
- Sue Spalding
- Betsy Connor Bowen
- Peter Ault
- Megan Bachelder

Town of Wayne

P.O. Box 400; 48 Pond Road
Wayne, ME 04284

Phone: (207) 685-4983 Fax: (207) 685-3836

<http://www.waynemaine.org>

Town of Wayne Aging-At-Home Survey Outreach Coordinator

The Town of Wayne is seeking an individual to seek out elder residents of Wayne and assist them in completing the town's Aging At Home needs assessment survey. This work will take place at the coordinator's convenience between October and February, and will involve telephone contact, home visiting, and survey data entry.

Qualifications: Thorough knowledge of the Wayne community and extensive experience in home visiting, and skills in establishing rapport with a wide range of people, tactful listening, and information gathering. The person will work under the direction of Wayne's Aging At Home committee.

Compensation: \$15/hour for a maximum of 150 hours.

The position will be filled when a suitable candidate is found. Please contact Aaron Chrostowsky, Wayne Town Manager to apply or for more information.

Wayne Aging At Home survey

The Town of Wayne wants to make our community a welcoming and livable place for our older residents. This anonymous survey will help the Wayne Aging At Home Committee know what actions to take in order to connect Wayne residents with services and resources as they age in town. We will be presenting our survey results to the community in the spring. Thank you for helping us by providing your input.

If you prefer, you can take this survey online at:

<https://www.surveymonkey.com/r/WayneAAHsurvey>

1. How would you rate Wayne as a place for people to live?

Please check one

Excellent

Good

Fair

Poor

2. Do you feel valued as an older resident of Wayne?

Please check one

Yes

Most of the time

Not usually

No

3. Please rate the following as you think of Wayne:

Please mark each item S for satisfied or U for unsatisfied

Accessibility of public buildings

Elevators and ramps when needed

Parking spaces near places I go

Parking spaces for people with mobility limitations

Clear easy to read signs

Public parks with places to sit

Paths wide enough for a wheelchair, walker, or other mobility device

Path and street lighting

Sidewalks in good enough condition for a wheelchair

Streets that are safe to cross

Accessible public restrooms

8. If you needed help, were you able to find the help you needed?
For each task you needed help with, please mark the item with Y if you got the help you needed or N if you couldn't get the help you needed. If you didn't need help with a task, you can leave that blank.

- ____ Filling out forms or preparing taxes
- ____ Household chores or routine house maintenance
- ____ Home repair or modifications
- ____ Yard work or gardening
- ____ Snow removal
- ____ Doing errands like shopping, banking, picking up medications, or returning books to the library
- ____ Taking medications or remembering to take them
- ____ Preparing meals
- ____ Using a computer, a phone, or the internet.

9. People sometimes modify their homes to let them stay there as they get older. Which of these changes would you like to make or plan to make?

You may check as many or as few as you want.

- ____ A ramp or wider doorways
- ____ Putting a bedroom, bathroom, or kitchen on the first floor
- ____ Adding grab bars, handrails, or nonslip flooring
- ____ Better lighting
- ____ Installing a medical emergency response system
- ____ Movable stair chair to second floor

What else?

10. If you move in the next few years, what do you think you would look for: **Please answer each item with Yes or No**

- ____ a smaller or more accessible home
- ____ a place closer to friends or family
- ____ a less expensive place to live
- ____ a place nearer to medical care and shopping
- ____ a place near public transportation
- ____ a warmer climate
- ____ someone to share a house or apartment with
- ____ an assisted living home

15. How likely is it that you will need the following services in the next five years? **Please mark each item V for Very likely, L for likely, or N for not likely.**

- ___ Personal care at home
- ___ Housecleaning
- ___ Caregiver support
- ___ Wellness or fitness classes
- ___ Home maintenance
- ___ Home delivered meals
- ___ Safety checks
- ___ Library outreach
- ___ Home modifications

16. How old are you?

- ___ 60-65
- ___ 65-70
- ___ 70-75
- ___ 75-80
- ___ 80-85
- ___ More than 85
- ___ I am under 60 and need some help in day to day living

17. Please describe your level of mobility (your ability to walk and get around): **Please check one.**

- ___ I can easily walk unassisted
- ___ I walk unassisted but with difficulty
- ___ I use a cane or walker when walking
- ___ I use a wheelchair or other wheeled device

18. How many times a month do you go:

- ___ to medical appointments?
- ___ for a walk or to an exercise program?
- ___ to do errands like banking or shopping?
- ___ to socialize

Other

Wayne's Aging Population

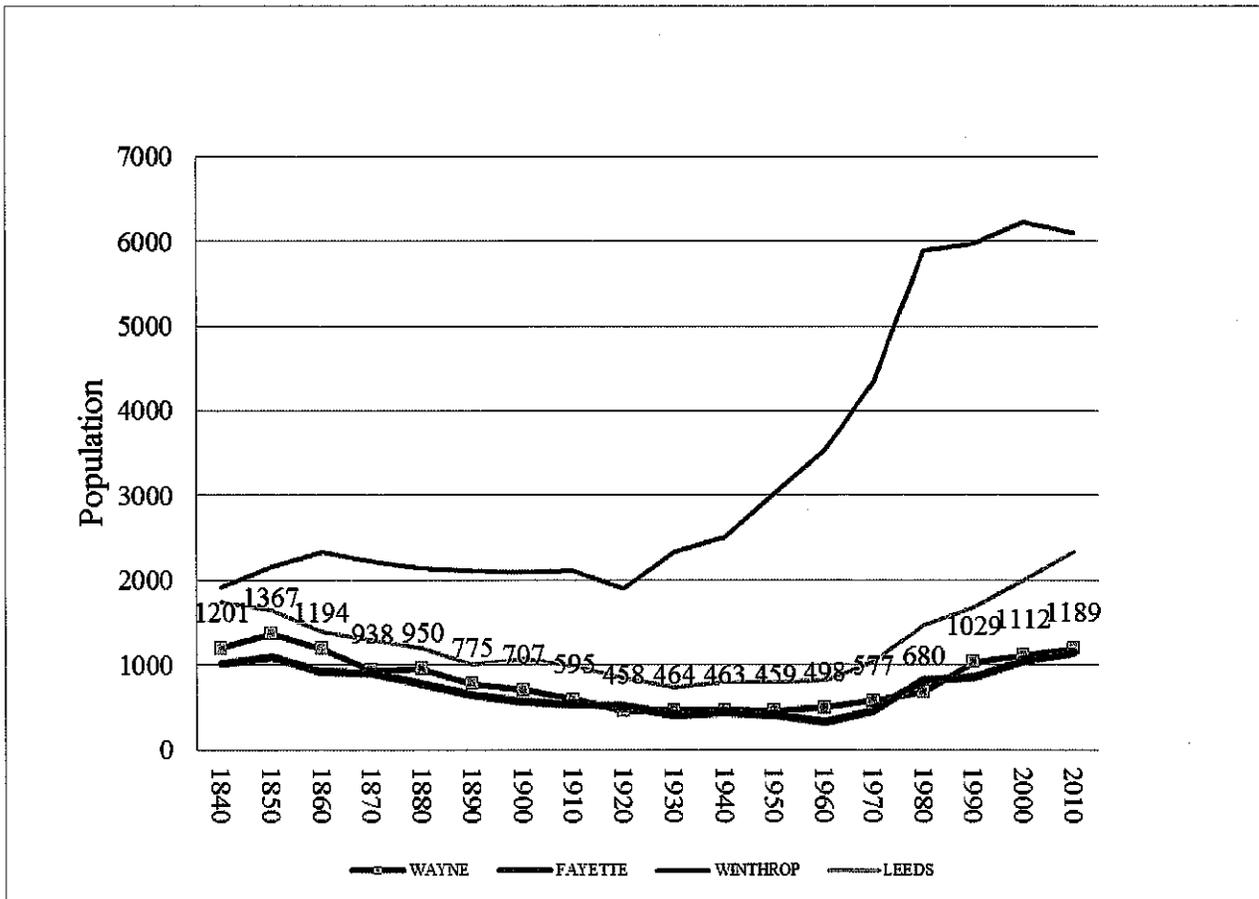
Analysis by Kennebec Valley Council of Governments

Overview of Population:

Wayne is a rural town in western Kennebec County. Its estimated population in 2015 was 1,198, while its actual census count in 2010 was 1,189. This accounts for only year-round population. There are at rough estimate 700 additional summer residents at peak season.

Wayne's population has been trending upward for several decades. As Figure 1, below, shows, this trend is not unique to communities in the area. Most farm towns peaked in population just before the civil war, and began an upward climb coincidental with expansion of suburban living in the 50's and 60's.

Figure 1: Population History in Wayne and Neighboring Towns

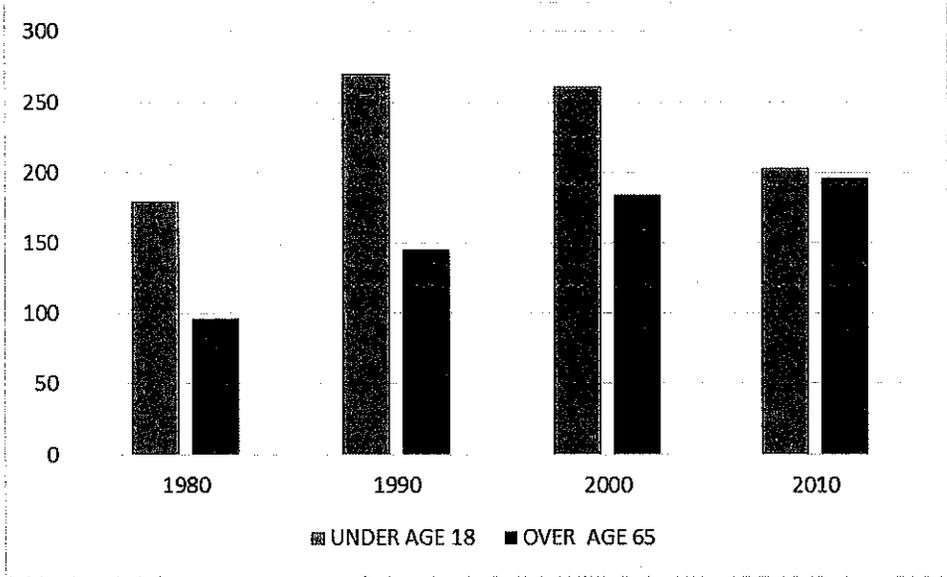


This was also the time of the baby boom, with many baby boom families moving to rural areas to get away from urban congestion. This is the foundation of the current demographics, with baby boomers aging through their child-bearing years into middle age and beyond. The first of the baby boom generation has just hit retirement, with many more to follow.

Age Groups and Trends:

Figure 2 shows a partial breakdown of age cohorts in Wayne over 30 years. In 1980, there were 180 children and fewer than 100 seniors among the town’s population. In 1990, both groups grew, along with overall population. But since then, there has been a steady decline in the number of children and increase in seniors. In 2010, the numbers were almost equal, with the numbers of seniors almost doubling from 1980, and the baby boom yet to make a real impact. (Persons aged 65 in 2010 were born in 1945.)

Figure 2: History of children and seniors in Wayne



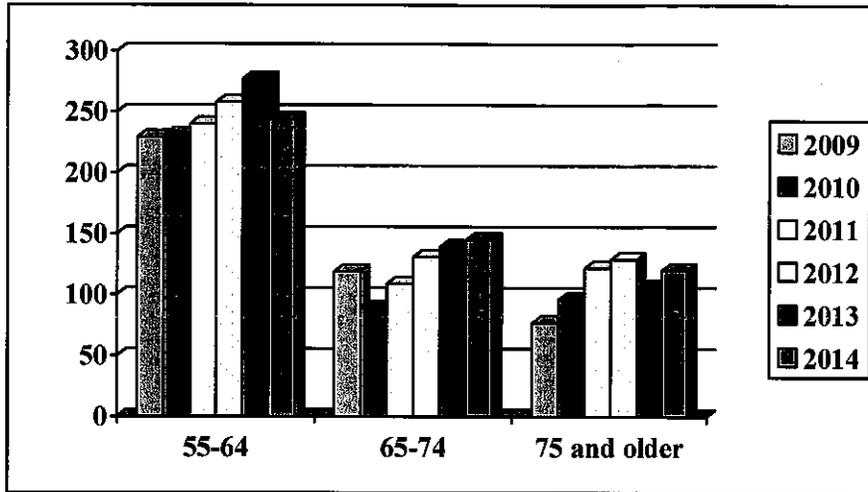
This phenomenon is not unique to Wayne. Table 1, below, shows the trend in Kennebec County and statewide. In all cases, the percentages of youth have declined and the percentages of seniors have increased. The distinction Wayne has is that in 1990, it had a relatively higher percentage of younger ages than the county and state, and by 2010, it had the lowest. But it has always had a relatively high percentage of elderly.

| | | 1990 | 2000 | 2010 |
|-----------------|----------|--------|--------|--------|
| Wayne | Under 18 | 26.2 % | 23.5 % | 18.2 % |
| | Over 65 | 14.1 % | 16.5 % | 17.5 % |
| Kennebec County | Under 18 | 25.2 % | 23.8 % | 20.7 % |
| | Over 65 | 13.4 % | 14.2 % | 15.5 % |
| State of Maine | Under 18 | 25.2 % | 23.6 % | 20.7 % |
| | Over 65 | 13.3 % | 14.4 % | 15.9 % |

The message from these statistics is that the number of elderly in town is growing, and will continue. We can arrive at an estimate of this trend by looking at the upcoming age cohort. Those between 55 and 64 amounted to 247 in 2010. With an average 10-year survival rate of 88 percent, that means that 217 of them will be over 65 in 2020. The 198 residents over age 65 have approximately 65 percent 10-year survival, which means that 69 of them will not be alive in 2020, for a net gain of 148. The over-65 total in 2020 will be ~345, equaling 29 percent of the population!

The census now estimates population and age groups annually, although in small towns like Wayne the estimates are based on a statistical sample and thus sometimes inaccurate. Figure 3 shows trends among the elder age groups year-by-year since 2009. The 55-64 age group is clearly trending larger. That is not because they are graduating into the 65+ group (although that is happening); it is because it is still being fed by the baby boom, indicating that this aging trend is not likely to slow down anytime soon. The 65-74 group is gaining by about 14 per year after a little blip. The 75+ group grew for a few years, but seems to have leveled off since 2011.

Figure 3: Selected Age Groups in Wayne, estimated from American Community Survey



This short history seems to support the projection of dramatic gains among the elderly population for the next ten years and beyond. Since the elder population will constitute a significant percentage of the community and does require a different set of public services than the rest of the population, it makes sense to focus efforts on beginning to plan for more robust senior services.

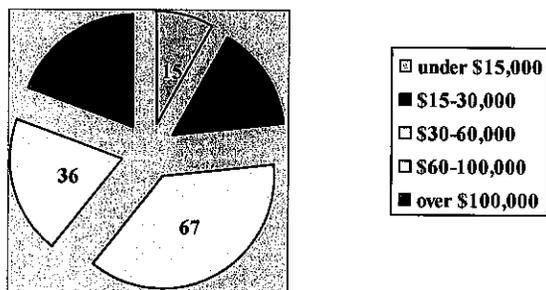
Senior Households:

One element of transitioning to an older population is that demand for housing shifts. Older households tend to have a reduced ability or need for larger housing. Many are faced with a choice between maintaining the family homestead or moving to a smaller home. While aging-in-place is a very valid option, many elderly would also like the option to move within town.

As of the 2014 census estimate, 40.9 percent of households in Wayne contained at least one occupant over age 65, making 197 households. That includes 5.6 percent with a householder over 85. Sixty-four of those households consist of a single occupant over 65. The percentage in Wayne is significantly higher than the county average, of 26 percent elderly households. The percentage is also up considerably from just 2010, when only 32 percent of households had one or more 65-year-olds.

In line with the reality that only five percent of housing in Wayne is rental, only four of the 197 households with elderly in Wayne are rentals. In most circumstances, a higher percentage of elderly live in rental housing, because it is cheaper, easier to maintain, and more suited to a transitional lifestyle. A lack of supply of smaller, rental style housing may be an impediment to healthy aging in Wayne.

Figure 4: Median Incomes of Over-65 Households



Financial constraints may dictate housing demand. The chart at left shows the income distribution of elderly households in Wayne. The median household income in Wayne is \$59,531, approximately the first three slices. So approximately 60 percent of elderly households have incomes below the townwide median, with almost ¼ below 50 percent of the median.

According to the Maine State Housing Authority, an income level of \$50,970 is required to afford the average home price in Wayne. An “affordable” home is one in which the homeowner or renter is paying less than 30 percent of their income in housing costs. According to the census, in 99 out of 443 owner-occupied homes in Wayne (22 percent), the owner pays more than 30 percent of their income in housing costs. Among elderly households, 36 of 126 households (29 percent) paid more than 30 percent. This includes non-mortgaged (mortgage paid off) homes. The sample size is too small to get data on elderly renters, but among all rentals in Wayne, 75 percent (18 of 24) are not affordable for the families living in them.

Many towns in central Maine are now asking whether they should be investing effort in building dedicated senior living facilities. This is a question that is difficult to quantify, as it is very much a “build it and they will come” situation. Facilities in neighboring towns usually have waiting lists, but it would take extensive research to determine how many of their residents are former Wayne residents. Among current residents, it will be a matter of personal preference whether any would move to a new senior residence. We do know that about 99 elderly households are paying more than they should in their current situation, and that every year for the next decade, the town will gain approximately 14 new seniors.

While there are plenty of people over 65 who are still earning income, a large percentage are living off of social security or retirement income. In Wayne, approximately 24 percent of individuals over 65 are still earning income from employment, but 203 households receive income from social security. The average annual social security income is \$15,420. Also, 141 households receive some other form of retirement income – there is probably considerable overlap. The average retirement income is \$32,298.

Senior Service Demands:

Senior residents can be expected to generate demand for public services of a different sort than the average resident. There are really no numbers at the state or census level that illustrate this. One can only extrapolate based on local experiences.

- **Transportation Demands:** There are two separate issues in senior transportation. First is the general overall deterioration in senior driving skills. The usual solution is to get seniors off the road, by use of public transit, a neighborhood volunteer program, or more personal service to shut-ins. “Aging in place” requires a very strong commitment to alternate transportation arrangements, such as meals-on-wheels or home health care. Wayne does not have access to

scheduled bus service, and other services may be limited by simple lack of population and density.

The second issue is that of seniors with disabilities. All persons with disabilities are able to access social services such as KVCAP-sponsored transportation, but seniors are more likely to need it. In Wayne, less than 7 percent of the under-65 population report a disability according to the census, but 33 percent of over-65 do. As the population continues to age, more individuals will fall into this category.

- **Recreational Opportunities:** The demand for senior recreation is just as strong as youth recreation, but of a different nature. Youth recreation is much more active. While there are some “active” seniors that will engage in outdoor recreation activities such as hiking and boating, there will also be a large percentage of seniors who would like to see programs such as low-impact yoga or aerobics, or social activities. Socialization is more important for seniors, as they no longer have connections like school or work. The Town curent provides significant youth recreation activities, but the number of seniors exceeds that of youth and is growing.
- **Emergency Services:** Seniors are more likely than the general population to utilize certain emergency services, especially police and ambulance. In the case of both police and ambulance, Wayne does not provide the serivce directly so there is no immediate impact. Since Wayne’s population is generally older than neighboring towns, there may come a time in the future when Winthrop Ambulance Service, for example, may want to start assessing based on number of calls per year rather than population.

There is also an element of disaster preparedness linked to seniors. A disaster preparedness plan should identify specific measures to serve seniors in the event of disaster. That might include specific equipment for emergency warming or cooling facilities, or extra manpower to access senior shut-ins. While these needs are evident now, they could become more urgent as the senior population continues to grow.

September 23, 2016

Aaron Chrostowsky
Town Of Wayne Manager
P.O. Box 400
48 Pond Road
Wayne, Maine 04284

RE: Meeting September 20, 2016

Thank you for allowing me to discuss my ideas on disposition of the Pettengill Tax foreclosure property MAP 3 LOT 37.

As mentioned I would be willing to put land in conservation and pay outstanding taxes owed by Mr. Robert Pettengill. In addition would look at paying some of the towns legal cost incurred previously. Aaron was going to give me amount spent for consideration. I would be willing to put a hiking trail on the property located on the north/west side of House Road.

I have an additional request that I forgot to mention at the meeting on the 20th. I would like to have a buffer of land between my land and conservation land. Directly across from Bill Kelley's property MAP 3 LOT 37-9 and survey a line North/Westerly to property line. I would still grant a trail easement 20 feet wide on above side of property as designated by me.

For the selectmen not present at the September 20th meeting. The Town Manager Mr. Chrostowsky and Selectmen present were told land history. The property has been in the Howard family for over 100 years. The land was originally owned by my grandfather Millett Howard. The land was used to pasture cattle in the summer months and cut timber from the land. My Grandfather used the timber for construction of his sons and daughters homes. Like so many natives my father Sheldon Howard left Maine to pursue his engineering career. Our goal is to preserve family land for future family members who may wish to build a home or cottage. Thus the buffer land would be used for that purpose if needed. Hopefully, from the above short family history. You can understand my strong desire to keep the property in Howard family.

I think you will find in dealing with me, I am a man of my word that get things done. My goal is inline with that of the towns to preserve the land in conservation. That includes moving quickly on the acquisition of the land to protect it under the conservation program.

Below I have outlined a few of the benefits to the Town of Wayne:

1. Collect total taxes not paid by Pettengill.
2. Town continues to collect taxes on land
3. Town following its own ordinances offering land to abutter. My neighbors haven't expressed any interest in acquiring the property. In discussions with them. My last living Aunt Shirley Hersey (Howard) is in hopes I am successful. She has a cottage next to my home at 262 House Road.

4. Town currently owns the road which leads to lake. Road was a private road owned by Pettengill. Therefore the Town could be asked to maintain Road if they own property. I have spent in excess of \$85,000.00 in road improvements, with no help from neighbors.
5. My offer to build a trail on the property for hikers, cross country skiing, hunting and handicap accessible trail system.

Thank you for considering my offer and hope everyone can see the benefits to the Town of Wayne and the Howard family. Please see that Selectmen Gary Kenny, Don Welsh, John Lamarche, Trent Emery and select woman Stephanie Haines receive a copy of this emailed letter. A signed copy will be given to town manager Aaron Chrostowsky.

Please feel free to contact me by phone 608-692-8533 or email hilee49@aol.com
Thank you for your time and consideration.

Thomas Lee Howard
262 House Road, Wayne Maine 04284
4884 Pine Cone Circle, Middleton, Wi. 53562

Town of Wayne

P.O. Box 400; 48 Pond Road

Wayne, ME 04284

Phone: (207) 685-4983 Fax: (207) 685-3836

<http://www.waynemaine.org>

2016 Kennebec County Revised Hazardous Mitigation Plan

RESOLUTION

Whereas, natural and man-made disasters may occur at any time, we recognize that to lessen the impacts of these disasters, we will save resources, property and lives in Kennebec County;

Whereas, the creation of a Hazardous Mitigation Plan is necessary for the development of a risk assessment and effective mitigation strategy;

Whereas, the 25 towns, the 4 cities of Kennebec County as well as Kennebec County (on behalf of Unity Township) are committed to the mitigation goals and measures as presented in this plan;

Therefore, the Augusta City Council, Gardiner City Council, Hallowell City Council, Waterville City Council, the Boards of Selectmen of the 25 Incorporated Towns and Kennebec County, acting on behalf of Unity Township hereby adopt the 2016 Kennebec County Revised Hazard Mitigation Plan.

Town of Wayne Board of Selectmen:

Gary Kenny

Stephanie Haines

Don Welsh

Jon Lamarche

Trent Emery

Signed this 4th day of October 2016

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

**Bid Specifications for a
Three-Year Contract Term: April 1, 2014 through October 30, 2016**

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 **Britt Norton, d/b/a "Norton Landscape"**, 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 April 1, 2014 through October 30, 2016. 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. 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.
3. All swale areas will be maintained by the contractor (at least annually).

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. 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:

Year 1 / Year 2 / Year 3

| | |
|---|--|
| \$892.86 / \$919.72 / \$947.29 | second warrant in April of each contract year. |
| \$892.86 / \$919.72 / \$947.29 | second warrant in May of each contract year. |
| \$892.86 / \$919.72 / \$947.29 | second warrant in June of each contract year. |
| \$892.86 / \$919.72 / \$947.29 | second warrant in July of each contract year. |
| \$892.86 / \$919.72 / \$947.29 | second warrant in August of each contract year. |
| \$892.86 / \$919.72 / \$947.29 | second warrant in September of each contract year. |
| \$892.86 / \$919.72 / \$947.29 | second warrant in October of each contract year. |
| \$6,250.02 / \$6,438.04 / \$6,631.03 | Total Contract Amount |

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 **6th** day of **May, 2014**.

FOR THE TOWN OF WAYNE

FOR THE CONTRACTOR

Aaron Chrostowsky, Town Manager

Town of Wane, Maine
Mowing Contract
3-Year Contract Term: April 1st, 2014 to October 30th, 2016

PAYMENT SCHEDULE

Vendor: Britt Norton Vendor Number: 0223
P.O. Box 13
Wayne, ME 04284
Phone: (207) 685-9475
Email: budnorton@aol.com

Payment Date

Year 1: (April 1, 2014 through October 30, 2014)

**Payments Due: April 2014; May 2014; June 2014;
July 2014; August 2014; September 2014; October 2014**

| | | |
|---------------------------|------------------|-----------------|
| • Historic Properties: | 113-03-70 | \$128.57 |
| • Town Parks: ... | 112-03-70 | \$307.14 |
| • Ladd Recreation Center: | 112-03-71 | \$457.15 |
| • <u>Traffic Islands:</u> | <u>109-03-70</u> | <u>\$0</u> |
| Check Amount: | | \$892.86 |

Year 2: (April 1, 2015 through October 30, 2015)

**Payments Due: April 2015; May 2015; June 2015;
July 2015; August 2015; September 2015; October 2015**

| | | |
|---------------------------|------------------|-----------------|
| • Historic Properties: | 113-03-70 | \$132.43 |
| • Town Parks: ... | 112-03-70 | \$316.43 |
| • Ladd Recreation Center: | 112-03-71 | \$470.86 |
| • <u>Traffic Islands:</u> | <u>109-03-70</u> | <u>\$0</u> |
| Check Amount: | | \$919.72 |

Year 3: (April 1, 2016 through October 30, 2016)

**Payments Due: April 2016; May 2016; June 2016;
July 2016; August 2016; September 2016; October 2016**

| | | |
|---------------------------|------------------|-----------------|
| • Historic Properties: | 113-03-70 | \$136.43 |
| • Town Parks: ... | 112-03-70 | \$325.86 |
| • Ladd Recreation Center: | 112-03-71 | \$485.00 |
| • <u>Traffic Islands:</u> | <u>109-03-70</u> | <u>\$0</u> |
| Check Amount: | | \$947.29 |



Proven Expertise and Integrity

September 14, 2016

Board of Selectmen
Town of Wayne
P.O. Box 400
Wayne, Maine 04284

We have audited the financial statements of the Town of Wayne, Maine, for the year ended June 30, 2016.

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Wayne, Maine as of and for the year ended June 30, 2016, in accordance with auditing standards generally accepted in the United States of America, we considered the Town of Wayne, Maine's internal control over financial reporting (internal control) as a basis for designing our auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurances that all deficiencies, significant deficiencies, or material weaknesses have been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. However, as discussed below, we identified both deficiencies in internal control that we considered to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

A deficiency in the design of internal controls exists when:

- A control necessary to meet the control objective is missing; or
- An existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met.

A deficiency in the operation of internal control exists when:

- A properly designed control does not operate as designed; or
- The person performing the control does not possess the necessary authority or competence to perform the control effectively.

A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

A significant deficiency is a control deficiency, or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

These matters do not modify our opinion on the financial statements for the year ended June 30, 2016, where we expressed an unmodified opinion on our independent auditors' report dated September 14, 2016.

Significant Deficiencies:

Tax Calculation Error:

During our audit for the above fiscal year, calculation errors were detected in the Town's tax assessment which resulted in tax billing to be \$25,716 lower than intended. Specifically, an estimated homestead reimbursement voted at Town Meeting was also included as part of other revenues. Under assessed taxes may restrict cash flows such that the Town would need to borrow funds to meet its operational needs. Therefore, we recommend the Town implement procedures that ensure a thorough review of its tax assessment calculation is performed prior to finalizing the tax commitment. This will improve internal controls at the Town and assist the Town in meeting its current and future financial commitments.

Handling of Returned Checks:

While performing our test work for the Town for the above mentioned year end, it was noted that it has been the Town's practice to leave checks returned for insufficient funds unrecorded on the Town's trial balance. As an example, tax accounts that have been paid by check remain in a fully paid status versus unpaid and lienable, despite having the check returned by the bank for insufficient funds. This also applies to any other Town business paid by check. If allowed to continue, the Town may sustain a significant loss of funds. We recommend that the Town correctly reflect all checks returned for insufficient funds in its financial records. This will assist the Town in collection of these funds through various means and avoid loss of funds. We also recommend that the Town establish procedures addressing these matters and once completed, provide them to the Board of Selectmen for approval.

Posting of Certain Cash Receipts to General Ledger:

While performing our test work for the above mentioned year end in the area of cash receipting, it came to our attention that electronic deposits for property tax payments were not being posted in a timely manner. We noticed the Town posts its electronic cash receipts periodically as opposed to daily. This process made verification of daily cash receipts to banking records difficult. Material misstatement of financial information may occur if this practice is continued. While we believe this is merely an accounting procedural change, we recommend that the Town post all electronic cash receipts daily at the time of occurrence. This will allow for better flow of financial information to be generated for accuracy and comparative purposes.

Significant Deficiencies (Continued):

Timely Submission of Retirement Funds:

While performing our audit for the above mentioned year end, we noticed that there were several months of outstanding checks on the bank reconciliation that pertain to the funding of the Town's retirement plan. Specifically, payroll deductions for retirement have been completed, however both the Town's portion as employer and the employee's withholding have not been submitted to the plan administrator on a timely basis. If continued, this practice may lead to material misstatement of financial statements. Therefore, we recommend that the Town establish a procedure that ensures the timely payment of all financial commitments to maintain and improve fiscal accountability and the accuracy of its financial information. All newly established policies and procedures should be given to the Town's Board of Selectmen for approval once completed.

Incomplete Form I-9s:

While performing the audit for the fiscal year noted above, we found that several Forms I-9 were incomplete. All employees before hiring should fill out an I-9 form certified by the Town. In addition, all Form I-9s should be kept in a separate folder other than a personnel folder. Form I-9s are not considered confidential and may be subject to regulatory inspection. We recommend that reviews of employee personnel files are completed on an annual basis to confirm that all payroll documentation exists and is compliant with state and federal law.

W-2 Earnings:

We noted during the above mentioned year audited that while performing our accounts payable test, compensation of the Town's plumbing inspector was not always recorded as W-2 earnings. Specifically, the plumbing inspector gets paid bi-weekly through payroll and is also paid through accounts payable the Town-retained portion of plumbing fees collected. Under Section 3401 of the Internal Revenue Service Code, public officials (defined as individuals that perform services as officials of a governmental entity and the remuneration received is paid from governmental funds) are considered employees for income tax withholding purposes and are subject to withholding for social security and Medicare purposes. As such, the Town is liable for all related employment taxes. We recommend that all compensation of the Town's plumbing inspector be reported as W-2 earnings. This will ensure that the Town is in compliance with all federal payroll requirements.

Material Weaknesses:

Bank Reconciliations:

During our audit for the above fiscal year, we noted that some of the bank reconciliations that were done were not reviewed, signed and dated by the preparer and a reviewer. It also appeared that other cash accounts were not reconciled at all, including the debit card account. We consider this area crucial in the Town's processing of accurate financial information and internal controls. In addition, the Town's Treasurer, who works from a remote location, does not leave the bank statements at the Town Office until the accounts are reconciled, although we do understand that the bank statements are mailed directly to the Town Office. Nonetheless, these practices may expose Town funds to misappropriation or loss.

Material Weaknesses (Continued):

Bank Reconciliations (Continued):

We recommend that the Town perform all bank/cash reconciliations on its financial software within 21 days of month end and that the preparer sign and date the reconciliation form and that someone in a fiscal oversight capacity sign and date as reviewer. In addition, we recommend that all bank statements are received, downloaded, or accessed online, and reviewed by a responsible person other than the person who reconciles the bank account before being submitted for reconciliation. We also recommend that the Town establish a procedure that incorporates these control changes to ensure the continued timely and accurate completion of its bank reconciliations and safety of all Town funds. Newly established policies and procedures should be given to the Town's Board of Selectmen for approval.

This letter is intended solely for the information and use of management, the Board of Selectmen and others within the Organization and is not intended to be and should not be used by anyone other than these specified parties.

We would like to thank Aaron and all of the staff at the Town of Wayne, Maine for their cooperation throughout this audit process.

If there are any questions regarding this letter, please do not hesitate to call.

Very Best,

RHR Smith & Company, CPAs

DRAFT



Proven Expertise and Integrity

September 14, 2016

Mr. Aaron J. Chrostowsky
Town Manager
Town of Wayne
P.O. Box 400
Wayne, Maine 04284

Dear Aaron:

Enclosed is a draft of your audited financial statements for the year ended June 30, 2016.

Please review these statements and return this letter to us within 10 business days of the date above, indicating whether you have questions or corrections, or whether you have accepted this draft as an adequate result of our engagement, and understand the contents well enough to take responsibility for them.

Please call me with questions I have on page(s) _____.

OR

I have reviewed this draft, understand the financial information it represents and accept it as the final result of our engagement.

Subsequent Events:

In connection with your audit of the financial statements of the Town of Wayne, Maine as of June 30, 2016 and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Wayne, Maine and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles, you were previously provided with a representation letter dated August 18, 2016. No information has come to our attention that would cause us to believe that any of those previous representations should be modified.

No events have occurred subsequent to August 18, 2016 and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.

SIGNED _____ DATE _____

(Print Name) _____

If you have any questions or comments, please do not hesitate to call.

Very Best,

Ron H.R. Smith, C.P.A.

RHRS/jlp

Enclosures

3 Old Orchard Road, Buxton, Maine 04093
Tel: (800) 300-7708 (207) 929-4606 Fax: (207) 929-4609
www.rhrsmith.com

To: Board of Selectmen
From: Aaron Chrostowsky, Town Manager
Re: Board Retreat – Priority Session for Goals/ Strategies from Comprehensive Plan
Date: October 1, 2017

Board Retreat

Date/ Time: Thursday October 13, 2016 at 6:30 PM
Location: Williams House
Moderator/ Facilitator: Doug Stevenson
Dinner: A Small Town Bakery

- Chicken Pot Pie with Pop-overs
- Salad
- Water
- Assorted Cookies
- Total Cost: \$67.00

These tables supply a general summary of the issues and proposals in the Plan. Not guaranteed to be complete. Excerpt from Plan as adopted.

Public Facilities and Services

Goals

1. Maintain Wayne’s public facilities and services and make needed improvements where feasible.

| Policies | Strategies | Responsibility / Date |
|---|--|---|
| <p>1. Assessing, planning and development services. Ensure that the residents of Wayne continue to receive high quality assessing, planning conservation and development services.</p> | <p>A. Assessing. Continue to utilize private contractors (RJD Appraisal) for meeting the assessing needs of Wayne but periodically evaluate whether need to change services.</p> <p>B. Code enforcement officer. Continue to employ a part-time code enforcement officer. Expand hours of part-time code enforcement officer from 12 hours to 16 hours a week.</p> <p>C. MUBEC - Building, Energy, Fire, Life Safety Codes. Take steps to study and evaluate need to adopt Maine Uniform Building Codes in Wayne.</p> <p>D. Coordinate planning, land-use conservation and development efforts. Coordinate regularly (at least annually) planning, land-use conservation and developments with Planning Board, Board of Appeals and Conservation Commission.</p> <p>E. Coordinate with regional water conservation and protection groups to conduct water quality improvement projects. Consider collaborative studies in the area of water quality studies.</p> <p>F. Consultant support. Consider membership to Kennebec Council of Governments (KVCOG), using consultants to work with Town boards.</p> | <p>Selectmen / Assessors / Ongoing</p> <p>Selectmen / Town Manager / Ongoing</p> <p>Selectmen / Ongoing</p> <p>Selectmen / Planning Board / Board of Appeals / Conservation Commission / Code Enforcement / Ongoing</p> <p>Conservation Commission / 2016</p> <p>All Boards / Ongoing</p> |
| <p>2. General. Take steps to efficiently meet identified public facility and service needs.</p> | <p>A. Partnering with other communities. Continue partnering with other communities in the region in areas such as mutual aid for firefighting purposes, solid waste disposal and recycling, and public work services.</p> <p>B. Pay-as-you-go. To the extent possible if fiscally prudent, use grant funds, reserve funds and similar mechanisms to minimize borrowing for major public facility investments.</p> | <p>Selectmen / Town Manager / Ongoing</p> <p>Selectmen / Town Manager / Ongoing</p> |

| Policies | Strategies | Responsibility / Date |
|---|---|--|
| | <p>C. Municipal building. Develop plans for the replacement of the Town Office.</p> | <p>Selectmen / Facilities Committee / Town Manager / 2017</p> |
| <p>3. Emergency services. Ensure that the residents of Wayne continue to receive high quality emergency response services.</p> | <p>A. Fire station. Take steps to replace the Wayne Fire Station. Design a facility large enough to house current and future vehicles.</p> | <p>Selectmen / Facilities Committee / Fire Chief / 2017</p> |
| | <p>B. Firefighting capability. Continue to review Wayne's firefighting capabilities in light of population changes, financial constraints and numbers of volunteers, and make recommendations to the Town where appropriate.</p> | <p>Wayne Fire Department / Ongoing</p> |
| | <p>C. Mutual aid. Continue to participate in mutual aid agreements with other communities – Lakes Region Mutual Aid.</p> | <p>Wayne Fire Department / Ongoing</p> |
| | <p>D. Police protection. Continue to rely on the State Police and the Kennebec County Sheriff for police protection, but periodically evaluate whether need to change services.</p> | <p>Selectmen / Ongoing</p> |
| | <p>E. Ambulance services. Continue to rely on the Winthrop Ambulance Service for ambulance / emergency rescue service, but periodically evaluate whether need to change services.</p> | <p>Selectmen / Ongoing</p> |
| | <p>F. Local Emergency Management Agency. Take steps to write and train local emergency responders on new Emergency Operations Plan. Periodically evaluate whether need to upgrade.</p> | <p>Selectmen / Emergency Management Director / Ongoing</p> |
| <p>4. Solid waste. Provide for an efficient system of solid waste disposal.</p> | <p>A. Recycling. Continue efforts to improve the quality of recycling services, and remind residents of recycling opportunities.</p> | <p>Joint Readfield and Wayne Solid Waste Committee / Ongoing</p> |
| | <p>B. Fees. Following improvement of recycling services, consider a fee system if voluntary recycling percentages do not improve.</p> | <p>Selectmen / Joint Readfield and Wayne Solid Waste Committee / Ongoing</p> |
| <p>5. Education. Ensure that students from Wayne receive a quality education.</p> | <p>A. Wayne Elementary School. Continue to advocate for local delivery of educational services for grades Pre-K through 5 at the Wayne Elementary School.</p> | <p>RSU #38 School Board / Wayne School Committee / Ongoing</p> |
| <p>6. Road maintenance. Provide for the maintenance of Town roads, ditches and lands in a cost-effective manner.</p> | <p>A. Private contractors. Continue to utilize private contractors for meeting the public works needs of Wayne.</p> | <p>Selectmen / Road Commissioner / Ongoing</p> |
| | <p>B. 5-year plan. Create a 5-year Road Plan to allow for the continued upgrade of Town roads.</p> | <p>Selectmen / Road Commissioner / 2016</p> |

| Policies | Strategies | Responsibility / Date |
|---|--|---|
| <p>7. Recreation. Provide opportunities for recreation for the residents of Wayne.</p> | <p>A. Ladd Recreation. Continue to support the efforts of the Ladd Recreation Program to provide recreational programs and opportunities for the residents of Wayne.</p> <p>B. Town Parks. Continue to maintain and study ways to improve accessibility / programs at Mill Pond Parks.</p> <p>C. Water body access. Maintain partnership with Androscoggin Yacht Club for Town boat launch to Lake Androscoggin. Consider acquiring property for public shoreland access.</p> <p>D. Interconnected Trail System. Consider working with private landowners to develop an interconnected Town wide trail system.</p> | <p>Ladd Recreation Board / Ongoing</p> <p>Selectmen / VCDAC / Ongoing</p> <p>Selectmen / Ongoing</p> <p>Appropriate Town Committee</p> <p>Library Board / Ongoing</p> |
| <p>8. Library. Provide opportunities for library services for residents and visitors to Wayne.</p> | <p>A. Cary Memorial Library. Continue to support the efforts of the Wayne Library Association to provide high quality library services for the residents and visitors of Wayne.</p> | <p>Library Board / Ongoing</p> |
| <p>9. Implementation.</p> | <p>A. Provide annual written reports in the Town Report on status of Plan proposed actions.</p> <p>B. Conduct every 3 years a review of Plan progress, assumptions, and status of Plan recommendations.</p> <p>C. Through training, monitoring, and oversight, ensure that existing and new rules and regulations are followed.</p> | |

Municipal Finances

Goals

1. Plan for, finance and develop an efficient system of public facilities and services to accommodate anticipated growth and development.

| Policies | Strategies | Responsibility / Date |
|---|--|--|
| <p>1. Efficiency / cost effectiveness. Finance existing and future facilities and services in a cost effective manner.</p> | <p>A. Capital improvement program. Implement the capital investment plan contained in the comprehensive plan by developing a capital improvement program.</p> <p>B. Update of capital improvement program. Review and/or update the capital improvement program annually or biennially.</p> <p>C. Reserve accounts. Continue to use reserve accounts, where appropriate, for major capital equipment, the purchase of land and improvement of Town facilities.</p> <p>D. Regional initiatives. Continue to explore additional opportunities for cost savings where feasible, such as the joint purchase of equipment and supplies and jointly using services.</p> <p>E. Investigate impact fees. Investigate the experience of other communities in the use of water quality and public safety impact fees for new developments and determine the applicability to Wayne.</p> <p>F. Schools. Continue to advocate for fairness to small communities so as to minimize cost increases to the Town and continue to emphasize quality education for the students at Wayne Elementary School.</p> <p>G. Schools. Consider developing a community mentoring program for students in the Wayne Elementary School.</p> | <p>Selectmen / Town Manager / 2016</p> <p>Selectmen / Town Manager / Ongoing</p> <p>Selectmen / Town Manager / Ongoing</p> <p>Area Boards of Selectmen / RSU#38 / Area Town Managers / Ongoing</p> <p>Selectmen / Town Manager / Ongoing</p> <p>RSU#38Board / Wayne School Committee / Ongoing</p> <p>RSU#38Board / Wayne School Committee / Ongoing</p> |
| <p>2. Grants. Explore whether grants are available to assist in the funding of capital investments within the community.</p> | <p>A. Grant availability. Continue to explore the potential for using grants to help fund capital purchases.</p> | <p>Selectmen / Town Manager / Ongoing</p> |
| <p>3. LD 1 limits. Reduce Maine's tax burden by staying within LD 1 spending limits.</p> | <p>(See 1.A. through 1.E. above.)</p> | |

Local Economy: Goals, Policies & Strategies

Goals

1. Promote, attract, retain, support the growth and potentially incentivize small businesses that strengthen our existing niches or economic clusters in the Winthrop Lakes regional economy such as agriculture (farms, orchards, vineyards, forestry), recreational (campgrounds, summer camps, golf courses, boating, sailing, kayaking, swimming, hiking) and creative economy (pottery, painting, photography, woodworking and antiques).
2. Maximize economic potential while capitalizing on and maintaining the Town’s unique rural, natural and historic character.
3. Cooperate and coordinate with regional organizations with a focus on the development related issues that affect the Town.
4. While remaining connected to the region, work to become an independent and sustainable community.

| Policies | Strategies | Responsibility / Date |
|--|---|-------------------------------|
| <p>1. Village Center Development Advisory Committee (VCDAC).</p> | <p>A. Appoint a group of interested residents to promote Village Center development. Possible activities:</p> | <p>Done</p> |
| | <ul style="list-style-type: none"> • Develop / set a Village Center boundary (considering Wayne Elementary School, Town Office, State Boat Launch, Post Office, Androscoggin Yacht Club, Cary Library, Williams House, Village Center Fire Station, Wayne Community Church, and Ladd Recreation Center); | <p>VCDAC & CEO / 2016</p> |
| | <ul style="list-style-type: none"> • Evaluate applicable zoning ordinance to improve the economic vitality of the Village Center; | <p>VCDAC & CEO / 2017</p> |
| | <ul style="list-style-type: none"> • Find new and develop existing recreational uses for the Mill Pond, surrounding parks and Village Center (e.g. concerts, dances, movies, arts and crafts shows, and farmers market); | <p>VCDAC & CEO / 2017</p> |
| | <ul style="list-style-type: none"> • Find new use for vacant buildings / structures (e.g. dam, old masonic hall); | <p>VCDAC & CEO / 2017</p> |
| | <ul style="list-style-type: none"> • Consider the development of historic center designation to maintain the rural historic charm of the Village Center; | <p>VCDAC / 2017</p> |
| | <ul style="list-style-type: none"> • Develop a marketing plan for Village Center (e.g. map / brochure and/or website); | <p>VCDAC / 2017</p> |
| | <ul style="list-style-type: none"> • Assess parking needs for the Village Center; | <p>VCDAC / 2017</p> |
| | <ul style="list-style-type: none"> • Study the feasibility of making the Village Center more accessible and safe for pedestrians – bike and pedestrian improvements; | <p>VCDAC / 2017</p> |

| Policies | Strategies | Responsibility / Date |
|--|---|---|
| <p>1. Village Center Development Advisory Committee (VCDAC) (cont.)</p> | <ul style="list-style-type: none"> • Remove any slum and blight conditions existing within Village Center (e.g. terminology used to obtain federal community development block grant funds); • Consider improving any water quality and public health issues; • Review and assess impediments for small businesses to attract, retain and grow in the Village Center e.g. liquor control ordinance). | <p>VCDAC / Ongoing</p> <p>VCDAC & CEO / Ongoing</p> <p>VCDAC & CEO / Ongoing</p> |
| <p>2. Regional cooperation / coordination.</p> | <p>A. Budget membership dues and appoint municipal representatives to communicate and advocate for Wayne related development issues:</p> <ul style="list-style-type: none"> • Winthrop Lakes Chamber of Commerce; • Western Kennebec Economic Development Alliance; • Kennebec Valley Council of Governments. | <p>Selectmen / Ongoing</p> <p>Town Manager / Other / Ongoing</p> <p>Town Manager / Other / Ongoing</p> <p>Town Manager / Other / Ongoing</p> |
| <p>3. Economic sustainability.</p> | <p>A. While still remaining connected to the region, strive to become a community where residents don't have to drive and can work and telecommute from home, and can support local and regional food markets:</p> <ul style="list-style-type: none"> • Internet access. Work with local communities, economic development agencies and communication companies to encourage expanded access to high speed internet and advanced communications in Wayne; • Energy conservation and alternative energy. Review and possibly rewrite zoning ordinance to encourage the development of energy conservation and alternative energy systems for private homes, camps and businesses; • Home occupation. Continue to allow home occupations throughout the community, and, where applicable, subject to the Zoning Ordinance and Subdivision Ordinance; • Community supported agriculture. Work with local farmers / artisans to encourage them to bring their products to local markets; • Local wood products and economies. Support existing and new efforts to promote sustainable timber harvesting, developing wood products markets. | <p>VCDAC / Sustain Wayne Ongoing</p> <p>Planning Board / Sustain Wayne / Ongoing</p> <p>Code Enforcement / Planning Board / Ongoing</p> <p>Farmers Market / Sustain Wayne / Ongoing</p> |

Natural Resources

Goals

WCC = Wayne Conservation Commission

1. Protect wetlands and other sensitive areas for their natural values, water quality protection, and ecosystem values.

| Policies | Strategies | Responsibility / Date |
|---|---|---|
| 1. Maintain Zoning Ordinance and Map to reflect State regulatory changes and consider increased local protections as appropriate. | A. Review and amend the zoning ordinance and map as necessary to insure consistency with current DEP Chapter 1000 Guidelines regarding Shore Land Zoning. | Planning Board / WCC support / end of year 2016 |
| | B. Consider amending the zoning ordinance to clarify the definition of "Wetlands". Consider including local protection for "Forested Wetlands" and for "Significant Wetlands greater than 5 acres." | Planning Board / WCC support / 2016 |
| | C. Consider expanding the Resource Protection Zone to include areas defined as optional in the Chapter 1000 Guidelines. | Planning Board / Town Manager |
| | D. Confirm and map locations of rare/threatened plants and educate landowners about significance. | WCC |
| | E. Continue policy of informing WCC when land use decisions could affect natural values. | Planning Board / CEO |
| | F. Map the final vernal pools once available. | WCC (expected by end of 2016) |

2. Improve "housekeeping" on existing sources of sediment and nutrient runoff into lakes and streams.

| Policies | Strategies | Responsibility / Date |
|--|---|---|
| 1. Strengthen maintenance programs on Town roads and facilities. | A. Conduct road and culvert inventory and needs assessment. | Road Commissioner |
| | B. Ensure that culvert replacements give maximum attention to avoiding "hanging" culverts. | Road Commissioner |
| | C. Increase hours of CEO for more active assistance in identifying and solving problems in existing developments; enforcement action as necessary. | Select Board / Town Manager |
| 2. Conduct "environmental audit" of Wayne Village area. | A. Develop problem analysis, RFP, and obtain professional inventory. Audit would identify problems and opportunities for reducing runoff, erosion, and other impacts of existing development. | Select Board / Town Manager / WCC/VCDAC |
| | 3. Develop program to mitigate phosphorous and sediment runoff from private roads. | Groups listed / 2017 |

3. Support working lands (note: cross-reference the Open Space goal mentioned in Lands Use section).

9. Implementation

| Policies | Strategies | Responsibility / Date |
|---|--|------------------------------|
| 1. Continue to support use of State programs for use-value taxation of open space, forests, and farmlands. | A. Education efforts for residents and property owners on protection of water quality, wetlands, working lands, deeryards; Lake Smart, Open Space tax programs. | WCC et al. / Ongoing |
| | B. Review zoning ordinance and other policies to identify and consider modifying any provisions that hinder working lands management and do not yield reasonable environmental or other benefits. | Planning Board / WCC |

4. Environmental issues - land use.

| Policies | Strategies | Responsibility / Date |
|---|--|------------------------------|
| 1. Address strip sprawl issue. | A. Consider ways and means of maintaining natural views at key locations on roads entering / exiting Town. | WCC / Planning Board |
| 2. Explore and develop collaboration with adjacent communities. | A. WCC to meet annually with conservation commissions in adjacent towns. | Same; immediate |
| | B. Improve communication with associations. | Same; immediate |
| 3. Develop an Open Space and Outdoor Recreation Plan. | A. Support 15% recommendation in Land Use section (see Land Use Goal 5). | All |
| | B. Empanel committee and develop Plan. | 2016; initiate promptly |
| 4. Deer Corridor Signage for safety. | A. Identify key areas and suitable signs. | Road Commissioner |
| 5. Continue and improve focus on large habitat blocks / corridors. | A. Consider selective land acquisition (as recommended by Land Use Goal 5). (Several provisions of the Zoning Ordinance support this policy.) | All; nonprofits |

5. Public Health and Safety

| Policies | Strategies | Responsibility / Date |
|--|--|-------------------------------------|
| 1. Protect water quality for public health. | A. Propose a shoreland zone septic system inspection ordinance. | WCC / Planning Board / Town Manager |
| | B. Conduct extensive outreach with information on septic system maintenance through the lake associations. Obtain maps of areas where soils are poorly suited to subsurface waste disposal. | Same |

Current and Future Land Use – Wayne Planning Board

Goals

1. Provide for orderly growth and development in appropriate areas of the community.
2. Protect the rural, small town character of Wayne.

| Policies | Strategies | Responsibility/Date |
|--|---|--|
| <p>1. Regional coordination. Coordinate the community's land use strategies with other local and regional land use planning efforts that may arise in the future.</p> | <p>A. Meetings. Establish close working relationship with local and regional conservation and water quality organizations. Focus on water quality improvement projects with financial support from the Town and other entities to address camp roads and other sources of phosphorus. Reach out to neighboring communities sharing lake frontage to coordinate land use designations and regulatory and non-regulatory strategies.</p> | <p>Planning Boards/Ongoing</p> |
| <p>2. Growth management. Support the locations, types, scales and intensities of land uses the community desires as stated in its vision.</p> | <p>A. Ordinance changes. Using the descriptions provided in the Current and Future Land Use narrative, amend local ordinances as appropriate to:</p> <ul style="list-style-type: none"> • Create new digital Zoning Map to replace original paper one that went missing. Clearly locate zones and include all elements that make up zones, particularly elements designating Resource Protection R5; and • Create clear definition of wetlands, including forested wetlands, and update references designating wetlands and significant wildlife habitat. • Initiate discussion of possible ordinance change to allow increase in structure height for individual residential wind mill towers only. • Consider expanding the R1 and R6 zones in Wayne Village out from the village center to the Elementary School, out Route 133 to the intersection of Route 219, and east on Route 133 toward Winthrop for some distance. • Consider changes in the R1 and R6 zones to allow expansion of uses, including reduced setbacks. | <p>Selectmen/ Planning Board/Town 2017</p> |
| | <p>B. Training for local officials. Provide the Selectmen, Overseers, Planning Boards and Code Enforcement Officer with the tools, training, and support necessary to enforce land use regulations, and continue to ensure that the Code Enforcement Officer is certified in accordance with 30-A MRSA Section 4451.</p> | <p>Selectmen/ Ongoing</p> |
| | <p>C. Plan Implementation. Assign responsibility for implementing this Comprehensive Plan to the appropriate committee, board or municipal official.</p> | <p>Selectmen/ongoing Selectmen/ 2016 and ongoing</p> |

| Policies | Strategies | Responsibility/Date |
|---|--|--|
| <p>2. Growth management. Support the locations, types, scales and intensities of land uses the community desires as stated in its vision (cont.)</p> <p>3. Financial commitment for Villages Improvement. Support the level of financial commitment necessary to provide needed infrastructure in growth areas.</p> | <p>D. Record-keeping. Continue to track new development in the community by type and location.</p> <p>E. Periodic review. Periodically (annually) evaluate the implementation of the Comprehensive plan.</p> <p>F. Other. Consider other ordinances, as needed.</p> <p>A. Capital investment plan. Include in the Capital Investment Plan anticipated municipal capital investments needed to support proposed land uses.</p> <ul style="list-style-type: none"> Evaluate village infrastructure needed to allow increased and varied uses to provide a vibrant, active, walkable village. For example, assess potential areas for town purchase to provide future subsurface wastewater disposal for future uses, with the requirement that developers would pay for the design, construction and maintenance of the wastewater systems. Also, evaluate the feasibility and cost of a sidewalk from the school through the village to the Library or further. Evaluate parking needs and redesign town owned lots in the village to provide more parking spots. | <p>Code Enforcement Officer/ongoing</p> <p>Selectmen or their designee/ongoing</p> <p>Selectmen//Planning Boards/Town/ongoing</p> <p>Selectmen/Village Advisory Committee 2017</p> |
| <p>4. Critical resource areas. Protect critical resource areas from the impacts of development.</p> | <p>A. Consider establishing with an annual appropriation, a Water Quality Protection Fund for water quality projects in Wayne using impact fees from new development, general fund, grants and other sources. Establish impact or other fees to provide revenue to the Fund.</p> <p>B. In cooperation with Kennebec Land Trust, Maine Farm Land Trust, Small Woodland Owners Association of Maine and other conservation entities, set a goal of, within ten years, conserving 15% of the remaining developable land in Wayne, with a prioritized system saving the most critical resource areas, including farmland, unbroken forest blocks, significant wildlife habitat and significant wetlands.</p> <ul style="list-style-type: none"> Establish a land acquisition fund with an annual appropriation, to permanently conserve by fee or conservation easement, 15% of Wayne's remaining undeveloped land including the most significant critical resource areas, undeveloped shoreland, agricultural land and forests. The fund will be created through impact fees, grants, donations and tax revenue. | <p>Selectmen/budget committee/planning board/conservation committee</p> |

| Policies | Strategies | Responsibility/Date |
|--|--|---|
| <p>5. Historic and archaeological resources. Protect to the greatest extent practicable the significant historic and archaeological resources in the community.</p> | <p>A. Identified sites. For sites with identified potential for historical or archaeological resources by the Maine Historic Preservation Commission, through local land use ordinances, require subdivision or non-residential property developers to determine if any historical or archaeological resources are located on those properties, and to take appropriate steps to protect those resources, including but not limited to, modification of proposed site design, construction timing, and/or extent of excavation.</p> <p>B. Maps. Through local land use ordinances, require the Planning Board to incorporate maps and information provided by the Maine Historic Preservation Commission into its zoning map and review process.</p> <p>C. Community survey. Work with the local or county historical society and/or the Maine Historic Preservation Commission to assess the need for, and if necessary plan for, a comprehensive survey of the community's historic and archaeological resources.</p> | <p>Selectmen / Planning Boards/Town 2016</p> <p>Selectmen / Planning Boards/Town 2016</p> <p>Wayne Historic Society/ 2017</p> |
| <p>6. Agriculture and Forestry Resources.</p> <ul style="list-style-type: none"> • Note on zoning map any lands identified as prime farmland; • Promote the use of best management practices for timber harvesting and agricultural production; • Support farming and forestry and encourage their economic viability. | <p>A. Taxation programs. Continue to provide owners of productive farm and forest land information on how to enroll in current use taxation programs.</p> <p>B. Local Agriculture and Wood Markets. Continue to support the Wayne Farmers' Market and encourage local food production and local wood markets, processing, and marketing.</p> | <p>Selectmen / Planning Boards/Town/ as needed</p> <p>Town Office/Ongoing</p> |

| Policies | Strategies | Responsibility/Date |
|---|--|--|
| <p>7. Accessibility. Developing performance standards/ specifications better outlining expectations of all parties (contractors, private landowners and the Town) involved when developing new public or private roads or accessing new or existing public or private roads in town will result in more positive outcomes - safer roads (less accidents), more accessible roads (year road), healthier roads (not polluting great ponds) and stronger roads (lasting longer).</p> | <p>A. Public-Private Road Standards Ordinance: This ordinance will set road design standards to make all roads (public and private) and driveways better accessible by emergency services.</p> <p>B. Town Right-of-Way Access Management Ordinance:</p> <ul style="list-style-type: none"> This ordinance will better define access points to Town right-of-way to minimize traffic accidents and allow for safer travel on Town right of way by automobiles, bicycles and pedestrians. This ordinance will protect the Town's interests when a developer/ utility company needs to access the Town's right of way. | <p>Planning Board/ Road</p> <p>Planning Board/ Road Commissioner</p> |

RESOLUTION

TOWN OF WAYNE CODE OF ETHICS

Adopted May 29, 2007

Be it Resolved by the Wayne Board of Selectmen, that:

Appointees of the various boards of the Town of Wayne serve as representatives of the local government. They must perform their duties to the same standards as is required of the permanent full and part time municipal employees. This policy is designed to ensure that members of the public are treated with civility, without prejudice or bias and without impairment by all representatives of the local government.

To that end, the following policy has been developed to govern their behaviors in their capacity as members of the various boards, to include the following: Board of Selectmen, Budget Committee, Planning Board, Board of Appeals, as well as any other appointees or short term groups, such as Comprehensive Planning, Land Use Ordinance Committee, Cemetery Committee, Charter Commission, Recreation Committee, Recycling Committee or any other committees that may be instituted in the future.

- 1) All board members will behave with civility at all times while operating in their official capacity. They will refrain from use of foul or offensive language, personal verbal or physical attacks, or angrily addressing a member of the public. It is perfectly acceptable for a board member to excuse him or herself from their duties if being verbally threatened or attacked, but responding in-kind once so attacked is not permissible.
- 2) They will refrain from the use of any and all drugs or alcohol before or during the performance of their official duties. Evidence of such use of drugs or alcohol, such as overly argumentative behavior, staggering, slurred speech, and the like may be grounds for them to be asked to leave a meeting of their board, and can lead to being removed from their appointment.
- 3) All members of the various boards will act without bias toward any individual or issue. Members should always base their decisions solely on the facts of the case, not personal history with the individual or issue, nor taking into account, age, race, religion, sexual orientation, or other protected domains of the Title VII Civil Rights Act. It is acceptable to recuse oneself if they believe they will be unable to act without prejudice in a matter before their board. Members must also recuse themselves if they have any form of financial stake in a matter before their board, as that too could be interpreted as creating a biased atmosphere. Board or committee members will excuse themselves from voting if there is a conflict of interest, or appearance of one, and/or if they feel they are unable to make a fair and unbiased

decision. Any question of whether a member shall be disqualified from voting on a particular matter shall be decided by a majority vote of the members except the member who is being challenged.

Chair people of the various boards should review this policy no less than annually with their members, and to utilize this policy during meetings if a person's behavior seems to be in violation of 1) lack of civility 2) impairment by drugs or alcohol, or 3) appearance of bias or prejudice in their decision-making. Board and Committee members are to sign a notice annually stating that they have reviewed this policy and will abide by it. Chair people must report all such violations of this policy to the Town Manager.

Witness to All:

Greg Davis
Greg Davis, Town Manager

Gary A. Kenny
Gary Kenny, Chairman

Stephanie Haines
Stephanie Haines, Vice Chairman

Carroll Paradis
Carroll Paradis

James B. Thompson
James Thompson

David Criss
David Criss

This is a true and attested copy of a resolve adopted by vote of the Town of Wayne Board of Selectmen at a regular meeting held on May 29, 2007, at 7:00 p.m. at which time five members of the Board of Selectmen were present and voting.

A true copy, attest:

Cedric M. Joseph
Town Clerk or Deputy

Expense Summary Report

Fund: 1
ALL Months

| Account | Budget Net | YTD Net | Unexpended Balance | Percent Spent |
|--|-------------------|-------------------|--------------------|---------------|
| 100 - General Admin | 234,985.00 | 68,615.91 | 166,369.09 | 29.20 |
| 01 - Salaries | 156,169.00 | 33,619.19 | 122,549.81 | 21.53 |
| 01 - Selectmen | 7,162.00 | 0.00 | 7,162.00 | 0.00 |
| 05 - Town Manager | 50,000.00 | 11,534.40 | 38,465.60 | 23.07 |
| 15 - Treasurer | 3,000.00 | 0.00 | 3,000.00 | 0.00 |
| 20 - Tax Collector | 22,241.00 | 5,394.31 | 16,846.69 | 24.25 |
| 25 - Town Clerk | 23,071.00 | 5,430.13 | 17,640.87 | 23.54 |
| 35 - Meeting Clerk | 1,282.00 | 49.29 | 1,232.71 | 3.84 |
| 70 - Med/Fica | 8,167.00 | 1,693.24 | 6,473.76 | 20.73 |
| 75 - Health Insurance | 35,396.00 | 8,833.14 | 26,562.86 | 24.96 |
| 80 - Retirement | 4,830.00 | 543.68 | 4,286.32 | 11.26 |
| 81 - Income Protection plan | 1,020.00 | 141.00 | 879.00 | 13.82 |
| 02 - Operating Expense | 27,260.00 | 17,188.90 | 10,071.10 | 63.06 |
| 01 - Office Expense | 4,000.00 | 2,951.35 | 1,048.65 | 73.78 |
| 05 - Travel expenses | 2,000.00 | 600.23 | 1,399.77 | 30.01 |
| 10 - Training Expense | 2,000.00 | 458.50 | 1,541.50 | 22.93 |
| 20 - MMA Dues | 2,310.00 | 0.00 | 2,310.00 | 0.00 |
| 25 - Computer Repairs | 1,500.00 | 275.00 | 1,225.00 | 18.33 |
| 30 - Computer Software | 9,500.00 | 9,908.14 | -408.14 | 104.30 |
| 35 - Website | 750.00 | 450.00 | 300.00 | 60.00 |
| 40 - Town Report | 1,000.00 | 0.00 | 1,000.00 | 0.00 |
| 45 - Sunshine Fund | 200.00 | 0.00 | 200.00 | 0.00 |
| 50 - Tax Administration | 4,000.00 | 2,545.68 | 1,454.32 | 63.64 |
| 03 - Contractual | 48,956.00 | 17,180.79 | 31,775.21 | 35.09 |
| 01 - Legal Services | 15,000.00 | 2,412.04 | 12,587.96 | 16.08 |
| 05 - Audit Services | 5,300.00 | 4,940.00 | 360.00 | 93.21 |
| 15 - Insurance | 18,000.00 | 7,881.00 | 10,119.00 | 43.78 |
| 20 - Rent | 6,656.00 | 0.00 | 6,656.00 | 0.00 |
| 25 - Copier lease | 4,000.00 | 1,947.75 | 2,052.25 | 48.69 |
| 05 - Utilities | 2,600.00 | 627.03 | 1,972.97 | 24.12 |
| 01 - Telephone | 2,600.00 | 627.03 | 1,972.97 | 24.12 |
| 101 - Debt Service | 167,580.00 | 168,272.43 | -692.43 | 100.41 |
| 15 - Debt Service | 167,580.00 | 168,272.43 | -692.43 | 100.41 |
| 05 - North Wayne Road Bond | 36,366.00 | 36,396.66 | -30.66 | 100.08 |
| 10 - Kings Highway | 65,905.00 | 66,570.00 | -665.00 | 101.01 |
| 15 - Old Winthrop Road Bond | 65,309.00 | 65,305.77 | 3.23 | 100.00 |
| 102 - Elections & Hearings | 1,750.00 | 0.00 | 1,750.00 | 0.00 |
| 01 - Salaries | 1,250.00 | 0.00 | 1,250.00 | 0.00 |
| 41 - Elections clerk | 1,250.00 | 0.00 | 1,250.00 | 0.00 |
| 02 - Operating Expense | 500.00 | 0.00 | 500.00 | 0.00 |
| 01 - Office Expense | 500.00 | 0.00 | 500.00 | 0.00 |
| 103 - General Assistance | 3,000.00 | 0.00 | 3,000.00 | 0.00 |
| 10 - Social Services/Community Serv | 3,000.00 | 0.00 | 3,000.00 | 0.00 |
| 85 - General Assistance | 2,500.00 | 0.00 | 2,500.00 | 0.00 |
| 87 - Ladd Alternative GA | 500.00 | 0.00 | 500.00 | 0.00 |
| 104 - Fire Department | 53,995.00 | 2,216.32 | 51,778.68 | 4.10 |
| 01 - Salaries | 13,995.00 | 0.00 | 13,995.00 | 0.00 |
| 50 - Chief Officers stipends | 6,000.00 | 0.00 | 6,000.00 | 0.00 |

Expense Summary Report

Fund: 1
ALL Months

| Account | Budget Net | YTD Net | Unexpended Balance | Percent Spent |
|--|-------------------|------------------|--------------------|---------------|
| 104 - Fire Department CONT'D | | | | |
| 52 - Firefighter stipends | 7,000.00 | 0.00 | 7,000.00 | 0.00 |
| 70 - Med/Fica | 995.00 | 0.00 | 995.00 | 0.00 |
| 02 - Operating Expense | 40,000.00 | 2,216.32 | 37,783.68 | 5.54 |
| 60 - Fire Operations | 22,000.00 | 1,631.28 | 20,368.72 | 7.41 |
| 61 - Fire Communications | 4,000.00 | 585.04 | 3,414.96 | 14.63 |
| 62 - Fire Equipment | 14,000.00 | 0.00 | 14,000.00 | 0.00 |
| 105 - Assessing | 22,350.00 | 3,600.00 | 18,750.00 | 16.11 |
| 02 - Operating Expense | 1,800.00 | 0.00 | 1,800.00 | 0.00 |
| 75 - GIS Maps | 1,800.00 | 0.00 | 1,800.00 | 0.00 |
| 03 - Contractual | 20,550.00 | 3,600.00 | 16,950.00 | 17.52 |
| 30 - Assessing/Mapping | 14,750.00 | 3,600.00 | 11,150.00 | 24.41 |
| 35 - Quarterly review | 5,800.00 | 0.00 | 5,800.00 | 0.00 |
| 106 - Animal Control | 5,230.00 | 472.63 | 4,757.37 | 9.04 |
| 01 - Salaries | 3,230.00 | 0.00 | 3,230.00 | 0.00 |
| 55 - Animal control officer | 3,000.00 | 0.00 | 3,000.00 | 0.00 |
| 70 - Med/Fica | 230.00 | 0.00 | 230.00 | 0.00 |
| 10 - Social Services/Community Serv | 2,000.00 | 472.63 | 1,527.37 | 23.63 |
| 90 - Humane Society | 2,000.00 | 472.63 | 1,527.37 | 23.63 |
| 107 - Code Enforcement | 16,214.00 | 5,643.51 | 10,570.49 | 34.81 |
| 01 - Salaries | 12,514.00 | 2,937.96 | 9,576.04 | 23.48 |
| 56 - Code Enforcement Officer | 11,625.00 | 2,729.16 | 8,895.84 | 23.48 |
| 70 - Med/Fica | 889.00 | 208.80 | 680.20 | 23.49 |
| 02 - Operating Expense | 2,700.00 | 2,583.00 | 117.00 | 95.67 |
| 21 - KVCOG Dues | 2,700.00 | 2,583.00 | 117.00 | 95.67 |
| 65 - Unclassified | 1,000.00 | 122.55 | 877.45 | 12.26 |
| 10 - Planning Board | 0.00 | 122.55 | -122.55 | --- |
| 30 - Ordinance & Mapping | 1,000.00 | 0.00 | 1,000.00 | 0.00 |
| 108 - Public Safety | 35,202.00 | 16,507.68 | 18,694.32 | 46.89 |
| 03 - Contractual | 28,302.00 | 14,859.48 | 13,442.52 | 52.50 |
| 40 - Ambulance | 10,700.00 | 5,350.50 | 5,349.50 | 50.00 |
| 45 - Sheriff Dept | 6,000.00 | 4,160.00 | 1,840.00 | 69.33 |
| 50 - PSAP Dispatching | 11,602.00 | 5,348.98 | 6,253.02 | 46.10 |
| 05 - Utilities | 6,900.00 | 1,648.20 | 5,251.80 | 23.89 |
| 20 - Street lights | 6,900.00 | 1,648.20 | 5,251.80 | 23.89 |
| 109 - Roads | 305,763.00 | 85,793.99 | 219,969.01 | 28.06 |
| 03 - Contractual | 167,263.00 | 3,300.00 | 163,963.00 | 1.97 |
| 55 - Parking Lot Plowing | 3,800.00 | 0.00 | 3,800.00 | 0.00 |
| 60 - Road Plowing | 158,463.00 | 0.00 | 158,463.00 | 0.00 |
| 75 - Roadside mowing | 5,000.00 | 3,300.00 | 1,700.00 | 66.00 |
| 05 - Utilities | 500.00 | 67.24 | 432.76 | 13.45 |
| 05 - Electricity | 500.00 | 67.24 | 432.76 | 13.45 |
| 25 - Roads | 138,000.00 | 82,426.75 | 55,573.25 | 59.73 |
| 01 - Roads Administration | 2,000.00 | 575.75 | 1,424.25 | 28.79 |
| 05 - Brush/Tree removal | 16,000.00 | 5,677.00 | 10,323.00 | 35.48 |
| 10 - Calcium chloride | 8,000.00 | 2,697.50 | 5,302.50 | 33.72 |

Expense Summary Report

Fund: 1
ALL Months

| Account | Budget Net | YTD Net | Unexpended Balance | Percent Spent |
|--|-------------------|------------------|--------------------|---------------|
| 109 - Roads CONT'D | | | | |
| 15 - Sweeping | 4,000.00 | 0.00 | 4,000.00 | 0.00 |
| 20 - Patching | 4,000.00 | 517.00 | 3,483.00 | 12.93 |
| 30 - Signs | 3,000.00 | 4,518.54 | -1,518.54 | 150.62 |
| 35 - Painting | 1,000.00 | 0.00 | 1,000.00 | 0.00 |
| 40 - Culverts | 10,000.00 | 5,635.65 | 4,364.35 | 56.36 |
| 45 - Gravel | 26,000.00 | 24,306.25 | 1,693.75 | 93.49 |
| 46 - Winter salt | 15,000.00 | 0.00 | 15,000.00 | 0.00 |
| 70 - Grading | 9,000.00 | 455.00 | 8,545.00 | 5.06 |
| 75 - Ditching | 40,000.00 | 38,044.06 | 1,955.94 | 95.11 |
| 110 - Transfer Station | 112,908.00 | 30,115.29 | 82,792.71 | 26.67 |
| 02 - Operating Expense | 3,800.00 | 495.00 | 3,305.00 | 13.03 |
| 80 - Hazardous waste | 1,500.00 | 0.00 | 1,500.00 | 0.00 |
| 85 - TS Backhoe Rental | 2,300.00 | 495.00 | 1,805.00 | 21.52 |
| 03 - Contractual | 109,108.00 | 29,620.29 | 79,487.71 | 27.15 |
| 65 - Transfer Station Operations | 108,108.00 | 29,620.29 | 78,487.71 | 27.40 |
| 80 - Landfill mowing | 1,000.00 | 0.00 | 1,000.00 | 0.00 |
| 111 - Outside Agencies | 24,116.00 | 0.00 | 24,116.00 | 0.00 |
| 10 - Social Services/Community Serv | 24,116.00 | 0.00 | 24,116.00 | 0.00 |
| 01 - Library | 6,000.00 | 0.00 | 6,000.00 | 0.00 |
| 10 - Archival board | 500.00 | 0.00 | 500.00 | 0.00 |
| 15 - Messenger | 2,000.00 | 0.00 | 2,000.00 | 0.00 |
| 20 - Cemetery Association | 3,500.00 | 0.00 | 3,500.00 | 0.00 |
| 25 - Rural Community Action | 3,700.00 | 0.00 | 3,700.00 | 0.00 |
| 30 - Senior Spectrum | 1,004.00 | 0.00 | 1,004.00 | 0.00 |
| 35 - Hospice | 1,000.00 | 0.00 | 1,000.00 | 0.00 |
| 40 - Family Violence | 1,000.00 | 0.00 | 1,000.00 | 0.00 |
| 45 - Maine Public Broadcasting | 100.00 | 0.00 | 100.00 | 0.00 |
| 50 - Kennebec Valley Behavioral Hea | 1,600.00 | 0.00 | 1,600.00 | 0.00 |
| 55 - Children Center | 595.00 | 0.00 | 595.00 | 0.00 |
| 60 - Red Cross | 1,200.00 | 0.00 | 1,200.00 | 0.00 |
| 65 - Sexual Assault Crisis Support | 417.00 | 0.00 | 417.00 | 0.00 |
| 94 - Winthrop Food Pantry | 1,500.00 | 0.00 | 1,500.00 | 0.00 |
| 112 - Recreation | 23,303.00 | 8,490.68 | 14,812.32 | 36.44 |
| 01 - Salaries | 2,153.00 | 0.00 | 2,153.00 | 0.00 |
| 67 - Recreation Coordinator | 2,000.00 | 0.00 | 2,000.00 | 0.00 |
| 70 - Med/Fica | 153.00 | 0.00 | 153.00 | 0.00 |
| 02 - Operating Expense | 4,300.00 | 0.00 | 4,300.00 | 0.00 |
| 90 - Ladd Operational expenses | 4,300.00 | 0.00 | 4,300.00 | 0.00 |
| 03 - Contractual | 5,850.00 | 3,243.44 | 2,606.56 | 55.44 |
| 70 - Park Mowing | 2,350.00 | 1,303.44 | 1,046.56 | 55.47 |
| 71 - Ladd Mowing | 3,500.00 | 1,940.00 | 1,560.00 | 55.43 |
| 10 - Social Services/Community Serv | 11,000.00 | 5,247.24 | 5,752.76 | 47.70 |
| 80 - 30 Mile River Snowmobile Assoc | 650.00 | 0.00 | 650.00 | 0.00 |
| 91 - Kennebec Land Trust | 250.00 | 0.00 | 250.00 | 0.00 |
| 92 - Friends of Cobbossee Watershe | 1,300.00 | 0.00 | 1,300.00 | 0.00 |
| 93 - Memorial Day | 300.00 | 247.24 | 52.76 | 82.41 |
| 97 - Andro Lake Improve Corp | 3,000.00 | 0.00 | 3,000.00 | 0.00 |
| 98 - Andro Yacht club | 500.00 | 0.00 | 500.00 | 0.00 |

Expense Summary Report

Fund: 1
ALL Months

| Account | Budget Net | YTD Net | Unexpended Balance | Percent Spent |
|---|---------------------|---------------------|---------------------|---------------|
| 112 - Recreation CONT'D | | | | |
| 99 - 30 Mile Watshed | 5,000.00 | 5,000.00 | 0.00 | 100.00 |
| 113 - Land and Buildings | 2,600.00 | 2,206.94 | 393.06 | 84.88 |
| 02 - Operating Expense | 1,600.00 | 1,661.22 | -61.22 | 103.83 |
| 15 - Maintenance and Repairs | 1,000.00 | 1,527.75 | -527.75 | 152.78 |
| 95 - NW Schoolhouse | 200.00 | 41.00 | 159.00 | 20.50 |
| 96 - NW Building | 200.00 | 46.60 | 153.40 | 23.30 |
| 97 - Town House | 200.00 | 45.87 | 154.13 | 22.94 |
| 03 - Contractual | 1,000.00 | 545.72 | 454.28 | 54.57 |
| 72 - Historic Property Mowing | 1,000.00 | 545.72 | 454.28 | 54.57 |
| 114 - Capital Reserves transfers | 147,000.00 | 3,021.54 | 143,978.46 | 2.06 |
| 52 - Capital Reserve Funds | 147,000.00 | 3,021.54 | 143,978.46 | 2.06 |
| 05 - Fire Truck | 30,000.00 | 0.00 | 30,000.00 | 0.00 |
| 50 - Road Recon. & Pav. Project | 100,000.00 | 0.00 | 100,000.00 | 0.00 |
| 65 - Town Office | 15,000.00 | 0.00 | 15,000.00 | 0.00 |
| 75 - Technology Replacement Plan | 2,000.00 | 0.00 | 2,000.00 | 0.00 |
| 90 - Former Pettengill Property Leg | 0.00 | 3,021.54 | -3,021.54 | --- |
| 115 - School RSU #38 | 2,033,394.00 | 677,798.00 | 1,355,596.00 | 33.33 |
| 60 - Intergovernment | 2,033,394.00 | 677,798.00 | 1,355,596.00 | 33.33 |
| 15 - RSU #38 | 2,033,394.00 | 677,798.00 | 1,355,596.00 | 33.33 |
| 116 - County Tax | 187,625.00 | 187,624.68 | 0.32 | 100.00 |
| 60 - Intergovernment | 187,625.00 | 187,624.68 | 0.32 | 100.00 |
| 20 - Kennebec County Tax | 187,625.00 | 187,624.68 | 0.32 | 100.00 |
| 117 - Cobbossee Watershed District | 2,462.00 | 820.67 | 1,641.33 | 33.33 |
| 60 - Intergovernment | 2,462.00 | 820.67 | 1,641.33 | 33.33 |
| 25 - Cobbossee Watershed District | 2,462.00 | 820.67 | 1,641.33 | 33.33 |
| 118 - Overlay | 10,000.00 | 0.00 | 10,000.00 | 0.00 |
| 60 - Intergovernment | 10,000.00 | 0.00 | 10,000.00 | 0.00 |
| 30 - Overlay | 10,000.00 | 0.00 | 10,000.00 | 0.00 |
| 120 - Selectboard Contingency | 5,000.00 | 350.00 | 4,650.00 | 7.00 |
| 65 - Unclassified | 5,000.00 | 350.00 | 4,650.00 | 7.00 |
| 01 - Contigent | 5,000.00 | 350.00 | 4,650.00 | 7.00 |
| Final Totals | 3,394,477.00 | 1,261,550.27 | 2,132,926.73 | 37.16 |

Revenue Summary Report

Fund: 1
ALL

| Account | Budget Net | YTD Net | Uncollected Balance | Percent Collected |
|------------------------------------|-------------------|---------------------|----------------------|-------------------|
| 100 - General Admin | 626,469.00 | 2,781,348.42 | -2,154,879.42 | 443.97 |
| 01 - Banking Interest | 400.00 | 253.58 | 146.42 | 63.40 |
| 03 - Lien costs | 5,000.00 | 1,282.19 | 3,717.81 | 25.64 |
| 04 - Interest on taxes | 12,000.00 | 2,667.77 | 9,332.23 | 22.23 |
| 05 - MV Agent fees | 4,250.00 | 1,258.00 | 2,992.00 | 29.60 |
| 06 - IFW Agent fees | 500.00 | 120.00 | 380.00 | 24.00 |
| 07 - Motor Vehicle excise | 232,000.00 | 76,468.06 | 155,531.94 | 32.96 |
| 08 - Boat Excise | 2,000.00 | 918.70 | 1,081.30 | 45.94 |
| 09 - Vitals | 600.00 | 219.80 | 380.20 | 36.63 |
| 10 - Cash Short/ Over | 0.00 | -10.58 | 10.58 | ---- |
| 13 - Cable TV Franchise | 4,200.00 | 0.00 | 4,200.00 | 0.00 |
| 14 - Misc revenue | 15,000.00 | 0.00 | 15,000.00 | 0.00 |
| 15 - Surplus | 300,000.00 | 0.00 | 300,000.00 | 0.00 |
| 20 - Insurance Dividends/Reimburse | 0.00 | 1,130.00 | -1,130.00 | ---- |
| 21 - State revenue sharing | 45,519.00 | 11,266.82 | 34,252.18 | 24.75 |
| 25 - Tax Commitment | 0.00 | 2,685,574.08 | -2,685,574.08 | ---- |
| 26 - Supplemental Taxes | 5,000.00 | 0.00 | 5,000.00 | 0.00 |
| 27 - Payment in Lieu of Taxes | 0.00 | 200.00 | -200.00 | ---- |
| 103 - General Assistance | 1,250.00 | 0.00 | 1,250.00 | 0.00 |
| 01 - GA Reimbursement | 1,250.00 | 0.00 | 1,250.00 | 0.00 |
| 105 - Assessing | 31,541.00 | 35,636.00 | -4,095.00 | 112.98 |
| 01 - Tree Growth | 4,000.00 | 0.00 | 4,000.00 | 0.00 |
| 02 - Homestead Exemption | 26,000.00 | 34,240.00 | -8,240.00 | 131.69 |
| 03 - Veteran reimbursement | 1,500.00 | 1,396.00 | 104.00 | 93.07 |
| 04 - BETE Reimbursement | 41.00 | 0.00 | 41.00 | 0.00 |
| 106 - Animal Control | 800.00 | 6.00 | 794.00 | 0.75 |
| 01 - Dog fees | 750.00 | 6.00 | 744.00 | 0.80 |
| 02 - Dog late fees | 50.00 | 0.00 | 50.00 | 0.00 |
| 107 - Code Enforcement | 2,000.00 | 681.00 | 1,319.00 | 34.05 |
| 01 - Building permits | 2,000.00 | 675.00 | 1,325.00 | 33.75 |
| 02 - Yard Sale Permit | 0.00 | 6.00 | -6.00 | ---- |
| 109 - Roads | 30,848.00 | 0.00 | 30,848.00 | 0.00 |
| 01 - Local Road Assist Program | 30,848.00 | 0.00 | 30,848.00 | 0.00 |
| 119 - Snowmobile | 650.00 | 0.00 | 650.00 | 0.00 |
| 01 - State Reimbursement | 650.00 | 0.00 | 650.00 | 0.00 |
| Final Totals | 693,558.00 | 2,817,671.42 | -2,124,113.42 | 406.26 |

General Ledger Summary Report

Fund(s): ALL
ALL

| Account | Beg Bal Net | ----- Y T D ----- | | | Pending Activity | Balance Net |
|--------------------------------------|---------------------|----------------------|----------------------|---------------------|---------------------|---------------------|
| | | Debits | Credits | Net | | |
| General Fund | 0.00 | 15,275,928.16 | 15,275,928.16 | 0.00 | 1,411.17 | 1,411.17 |
| Assets | 1,119,946.59 | 4,161,806.35 | 2,235,444.04 | 1,926,362.31 | 0.00 | 3,046,308.90 |
| 100-00 Cash / Checking | 1,035,397.87 | 1,160,350.71 | 1,252,933.46 | -92,582.75 | 0.00 | 942,815.12 |
| 110-00 Debit Card Account-Androscogg | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 110-01 Cash Drawers | 401.70 | 0.00 | 1.70 | -1.70 | 0.00 | 400.00 |
| 110-03 Andro Savings 1600191314 | 243,374.44 | 0.00 | 0.00 | 0.00 | 0.00 | 243,374.44 |
| 116-00 NSF CHECK | 948.73 | 1,089.79 | 797.93 | 291.86 | 0.00 | 1,240.59 |
| 120-00 ACCOUNTS RECEIVABLE | 772.57 | 0.00 | 0.00 | 0.00 | 0.00 | 772.57 |
| 121-00 PAYROLL TAXES RECEIVABLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 150-05 2005 Real Estate Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -0.01 |
| 150-12 2012 Real Estate Taxes | 5,612.51 | 0.00 | 0.00 | 0.00 | 0.00 | 5,612.51 |
| 150-13 2013 Real Estate Taxes | 0.10 | 0.00 | 0.08 | -0.08 | 0.00 | 0.02 |
| 150-14 2014 Real Estate Taxes | 1.31 | 21.39 | 1.29 | 20.10 | 0.00 | 21.41 |
| 150-15 2015 Real Estate Taxes | 76,780.58 | 886.10 | 77,585.71 | -76,699.61 | 0.00 | 80.97 |
| 150-16 2016 Real Estate Taxes | -2,436.30 | 2,673,624.06 | 846,624.78 | 1,826,999.28 | 0.00 | 1,824,562.98 |
| 150-17 2017 Real Estate Taxes | 0.00 | 0.00 | 4.56 | -4.56 | 0.00 | -4.56 |
| 155-05 2005 pp Taxes | 168.81 | 0.00 | 0.00 | 0.00 | 0.00 | 168.81 |
| 155-06 2006 pp Taxes | 250.19 | 0.00 | 0.00 | 0.00 | 0.00 | 250.19 |
| 155-07 2007 pp Taxes | 261.03 | 0.00 | 0.00 | 0.00 | 0.00 | 261.03 |
| 155-08 2008 pp Taxes | 421.05 | 0.00 | 0.00 | 0.00 | 0.00 | 421.05 |
| 155-09 2009 pp Taxes | 554.20 | 0.00 | 0.00 | 0.00 | 0.00 | 554.20 |
| 155-10 2010 pp Taxes | 880.67 | 0.00 | 0.00 | 0.00 | 0.00 | 880.67 |
| 155-11 2011 pp Taxes | 1,504.76 | 0.00 | 0.02 | -0.02 | 0.00 | 1,504.74 |
| 155-12 2012 pp Taxes | 1,761.53 | 0.00 | 256.79 | -256.79 | 0.00 | 1,504.74 |
| 155-13 2013 pp Taxes | 2,154.16 | 0.00 | 473.14 | -473.14 | 0.00 | 1,681.02 |
| 155-14 2014 pp Taxes | 3,270.95 | 0.00 | 0.01 | -0.01 | 0.00 | 3,270.94 |
| 155-15 2015 pp Taxes | 6,528.10 | 0.00 | 0.02 | -0.02 | 0.00 | 6,528.08 |
| 155-16 2016 pp Taxes | -0.02 | 11,950.02 | 1,321.82 | 10,628.20 | 0.00 | 10,628.18 |
| 155-17 2017 pp Taxes | 0.00 | 0.00 | 0.02 | -0.02 | 0.00 | -0.02 |
| 160-09 2009 Liens | 5,411.87 | 0.00 | 0.00 | 0.00 | 0.00 | 5,411.87 |
| 160-10 2010 Liens | 5,611.57 | 0.00 | 0.00 | 0.00 | 0.00 | 5,611.57 |
| 160-11 2011 Liens | 5,611.57 | 0.00 | 0.00 | 0.00 | 0.00 | 5,611.57 |
| 160-13 2013 Liens | 5,875.95 | 0.00 | 0.00 | 0.00 | 0.00 | 5,875.95 |
| 160-14 2014 Liens | 36,926.13 | 0.00 | 11,339.77 | -11,339.77 | 0.00 | 25,586.36 |
| 160-15 2015 Liens | 0.00 | 60,137.84 | 12,542.56 | 47,595.28 | 0.00 | 47,595.28 |
| 199-02 Due to/from Ladd Rec | -1,570.12 | 31,103.72 | 27,849.00 | 3,254.72 | 0.00 | 1,684.60 |
| 199-03 Due to/from Special Revenues | -15,363.53 | 3,528.01 | 995.00 | 2,533.01 | 0.00 | -12,830.52 |
| 199-04 Due to/from Capital Projects | -303,165.79 | 217,192.71 | 1,341.38 | 215,851.33 | 0.00 | -87,314.46 |
| 199-05 Due to/from Trust Funds | 0.00 | 1,922.00 | 1,375.00 | 547.00 | 0.00 | 547.00 |
| Liabilities | 111,866.63 | 57,593.59 | 51,800.39 | -5,793.20 | -1,411.17 | 104,662.26 |
| 310-01 BMV | 1,591.25 | 32,940.23 | 33,900.15 | 959.92 | -1,411.17 | 1,140.00 |
| 310-03 State Vital Fees | 0.00 | 0.00 | 33.20 | 33.20 | 0.00 | 33.20 |
| 310-15 IFW | 4,587.25 | 7,765.44 | 3,373.19 | -4,392.25 | 0.00 | 195.00 |
| 310-30 Dog License State | 0.00 | 6.00 | 6.00 | 0.00 | 0.00 | 0.00 |
| 310-35 State Plumbing Fee 25% | 346.25 | 0.00 | 242.50 | 242.50 | 0.00 | 588.75 |
| 310-36 DEP Plumbing Fee \$15.00 | -282.50 | 0.00 | 60.00 | 60.00 | 0.00 | -222.50 |
| 320-00 Accounts Payable | 3,729.13 | 3,920.33 | 191.20 | -3,729.13 | 0.00 | 0.00 |
| 320-05 LPI Plumbing Fee 75% | -1,013.75 | 0.00 | 1,032.50 | 1,032.50 | 0.00 | 18.75 |
| 330-10 Federal withholding | 0.00 | 9,959.94 | 9,959.94 | 0.00 | 0.00 | 0.00 |
| 330-25 State withholding | 0.00 | 727.32 | 727.32 | 0.00 | 0.00 | 0.00 |
| 330-40 Retirement withholding | 0.00 | 813.57 | 813.57 | 0.00 | 0.00 | 0.00 |

General Ledger Summary Report

Fund(s): ALL
ALL

| Account | Beg Bal Net | ----- Y T D ----- | | | Pending Activity | Balance Net |
|--------------------------------------|---------------------|----------------------|----------------------|---------------------|---------------------|---------------------|
| | | Debits | Credits | Net | | |
| 1 - General Fund CONT'D | | | | | | |
| 330-50 MMEHT with holding | 0.00 | 1,460.76 | 1,460.82 | 0.06 | 0.00 | 0.06 |
| 400-00 Deferred Tax Revenues | 102,909.00 | 0.00 | 0.00 | 0.00 | 0.00 | 102,909.00 |
| Fund Balance | 1,008,079.96 | 11,056,578.19 | 12,988,733.70 | 1,932,155.51 | 0.00 | 2,940,235.47 |
| 500-00 Expense control | 0.00 | 951,470.91 | 10,171,051.00 | 9,219,580.09 | 0.00 | 9,219,580.09 |
| 510-00 Revenue control | 0.00 | 2,080,685.28 | 2,817,682.70 | 736,997.42 | 0.00 | 736,997.42 |
| 520-00 Undesignated fund balance | 1,008,079.96 | 8,024,422.00 | 0.00 | -8,024,422.00 | 0.00 | -7,016,342.04 |
| 2 - Ladd Rec Operations | | | | | | |
| Assets | 0.00 | 58,952.72 | 58,952.72 | 0.00 | 0.00 | 0.00 |
| 199-01 Due to/from | 1,570.12 | 27,849.00 | 31,103.72 | -3,254.72 | 0.00 | -1,684.60 |
| Liabilities | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund Balance | 1,570.12 | 31,103.72 | 27,849.00 | -3,254.72 | 0.00 | -1,684.60 |
| 500-00 Expense Control | 0.00 | 31,103.72 | 0.00 | -31,103.72 | 0.00 | -31,103.72 |
| 510-00 Revenue Control | 0.00 | 0.00 | 27,849.00 | 27,849.00 | 0.00 | 27,849.00 |
| 520-00 Fund Balance | 1,570.12 | 0.00 | 0.00 | 0.00 | 0.00 | 1,570.12 |
| 3 - Special Revenues | | | | | | |
| Assets | 0.00 | 4,523.01 | 4,523.01 | 0.00 | 0.00 | 0.00 |
| 120-01 No. Wayne School House KSB | 2,424.83 | 0.00 | 0.00 | 0.00 | 0.00 | 2,424.83 |
| 199-01 Due to/from | 15,363.53 | 995.00 | 3,528.01 | -2,533.01 | 0.00 | 12,830.52 |
| Liabilities | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund Balance | 17,788.36 | 3,528.01 | 995.00 | -2,533.01 | 0.00 | 15,255.35 |
| 500-00 Expense Control | 0.00 | 3,528.01 | 0.00 | -3,528.01 | 0.00 | -3,528.01 |
| 510-00 Revenue Control | 0.00 | 0.00 | 995.00 | 995.00 | 0.00 | 995.00 |
| 525-00 Animal Control | 2,100.03 | 0.00 | 0.00 | 0.00 | 0.00 | 2,100.03 |
| 531-00 Farmers Market | 476.52 | 0.00 | 0.00 | 0.00 | 0.00 | 476.52 |
| 532-00 Wayne History Project | 3,973.42 | 0.00 | 0.00 | 0.00 | 0.00 | 3,973.42 |
| 535-00 Soccer | 2,239.09 | 0.00 | 0.00 | 0.00 | 0.00 | 2,239.09 |
| 536-00 Softball | 621.02 | 0.00 | 0.00 | 0.00 | 0.00 | 621.02 |
| 537-00 Baseball | 118.90 | 0.00 | 0.00 | 0.00 | 0.00 | 118.90 |
| 538-00 Cemetery Lot Sales | 275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 275.00 |
| 539-00 Community Directory | 115.00 | 0.00 | 0.00 | 0.00 | 0.00 | 115.00 |
| 540-00 No. Wayne School House | 2,395.84 | 0.00 | 0.00 | 0.00 | 0.00 | 2,395.84 |
| 541-00 Water Quality | 5,473.54 | 0.00 | 0.00 | 0.00 | 0.00 | 5,473.54 |
| 4 - Capital Reserves | | | | | | |
| Assets | 0.00 | 218,534.09 | 218,534.09 | 0.00 | 0.00 | 0.00 |
| 109-00 Fire Truck - WAFCU - 24852-00 | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 |
| 110-00 Fire Truck - WAFCU - 24852-64 | 17,928.79 | 0.00 | 0.00 | 0.00 | 0.00 | 17,928.79 |
| 199-01 Due to/from | 303,165.79 | 1,341.38 | 217,192.71 | -215,851.33 | 0.00 | 87,314.46 |

General Ledger Summary Report

Fund(s): ALL
ALL

| Account | Beg Bal Net | ----- Y T D ----- | | | Pending Activity | Balance Net |
|---------------------------------------|-------------------|----------------------|----------------------|--------------------|---------------------|-------------------|
| | | Debits | Credits | Net | | |
| Capital Reserves CONT'D | | | | | | |
| Liabilities | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund Balance | 321,119.58 | 217,192.71 | 1,341.38 | -215,851.33 | 0.00 | 105,268.25 |
| 500-00 Expense Control | 0.00 | 217,192.71 | 0.00 | -217,192.71 | 0.00 | -217,192.71 |
| 510-00 Revenue Control | 0.00 | 0.00 | 1,341.38 | 1,341.38 | 0.00 | 1,341.38 |
| 521-00 Transfer Station | 43,572.00 | 0.00 | 0.00 | 0.00 | 0.00 | 43,572.00 |
| 523-00 Roads | 83,203.44 | 0.00 | 0.00 | 0.00 | 0.00 | 83,203.44 |
| 524-00 Fire Truck | 42,928.79 | 0.00 | 0.00 | 0.00 | 0.00 | 42,928.79 |
| 525-00 Sand Salt Shed | 2,918.64 | 0.00 | 0.00 | 0.00 | 0.00 | 2,918.64 |
| 526-00 Footbridge | 3,617.44 | 0.00 | 0.00 | 0.00 | 0.00 | 3,617.44 |
| 528-00 Town House | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 530-00 Fire Station | 1,591.74 | 0.00 | 0.00 | 0.00 | 0.00 | 1,591.74 |
| 531-00 Lord Road Paving | 30,410.48 | 0.00 | 0.00 | 0.00 | 0.00 | 30,410.48 |
| 532-00 Hardscrabble Road | 2,810.53 | 0.00 | 0.00 | 0.00 | 0.00 | 2,810.53 |
| 533-00 Lovejoy Pond Dam | 16,560.53 | 0.00 | 0.00 | 0.00 | 0.00 | 16,560.53 |
| 534-00 Land/Building | 3,083.75 | 0.00 | 0.00 | 0.00 | 0.00 | 3,083.75 |
| 535-00 Cemetery Stone Cleaning | 9,900.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,900.00 |
| 536-00 Town Office | 47,402.50 | 0.00 | 0.00 | 0.00 | 0.00 | 47,402.50 |
| 537-00 Besse Road Chip Seal | 4,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,800.00 |
| 538-00 Fire Equipment | 6,572.52 | 0.00 | 0.00 | 0.00 | 0.00 | 6,572.52 |
| 539-00 Village Improvements | 2,737.87 | 0.00 | 0.00 | 0.00 | 0.00 | 2,737.87 |
| 540-00 Technology | 8,654.16 | 0.00 | 0.00 | 0.00 | 0.00 | 8,654.16 |
| 542-00 Emergency Management | 5,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,200.00 |
| 543-00 Fire Pond/Dry Hydrant | 1,633.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,633.00 |
| 545-00 Fmr. Pettengill Property Legal | 3,522.19 | 0.00 | 0.00 | 0.00 | 0.00 | 3,522.19 |
| 5- Trust Funds | | | | | | |
| Assets | 80,400.90 | 1,375.00 | 1,922.00 | -547.00 | 0.00 | 79,853.90 |
| 101-00 Jaworski Andro 45107709 | 1,141.74 | 0.00 | 0.00 | 0.00 | 0.00 | 1,141.74 |
| 103-00 Ruth Lee Andro 45107645 | 8,486.39 | 0.00 | 0.00 | 0.00 | 0.00 | 8,486.39 |
| 104-00 Ladd Worthy Poor Andro 4510761 | 23,669.40 | 0.00 | 0.00 | 0.00 | 0.00 | 23,669.40 |
| 105-00 Ladd WAFCU 25542-ID 00 | 25.04 | 0.00 | 0.00 | 0.00 | 0.00 | 25.04 |
| 106-00 Ladd WAFCU 25542-ID 10 CD | 14,862.67 | 0.00 | 0.00 | 0.00 | 0.00 | 14,862.67 |
| 107-00 Ladd WAFCU 25542-ID 64 Savings | 32,215.66 | 0.00 | 0.00 | 0.00 | 0.00 | 32,215.66 |
| 199-01 Due to/from | 0.00 | 1,375.00 | 1,922.00 | -547.00 | 0.00 | -547.00 |
| Liabilities | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund Balance | 80,400.90 | 1,922.00 | 1,375.00 | -547.00 | 0.00 | 79,853.90 |
| 500-00 Expense Control | 0.00 | 547.00 | 0.00 | -547.00 | 0.00 | -547.00 |
| 510-00 Revenue Control | 0.00 | 1,375.00 | 1,375.00 | 0.00 | 0.00 | 0.00 |
| 521-00 Jaworski Fund Balance | 1,141.74 | 0.00 | 0.00 | 0.00 | 0.00 | 1,141.74 |
| 522-00 Ladd Recreation Capital FB | 47,103.37 | 0.00 | 0.00 | 0.00 | 0.00 | 47,103.37 |
| 523-00 Ruth Lee FB | 8,486.39 | 0.00 | 0.00 | 0.00 | 0.00 | 8,486.39 |
| 524-00 Ladd Worthy Poor FB | 23,669.40 | 0.00 | 0.00 | 0.00 | 0.00 | 23,669.40 |
| Final Totals | 0.00 | 15,561,284.95 | 15,561,284.95 | 0.00 | 1,411.17 | 1,411.17 |

To: Board of Selectmen
From: Aaron Chrostowsky, Town Manager
Re: Rabies Clinic
Date: October 1, 2016

Rabies Clinic/ Register Your Dog

Date: Saturday October 22, 2016
Time: 8:00 AM – 11:00 AM
Location: Wayne Village Fire Station, Main Street

Rabies Clinic

Mary Sheridan, DVM, from Winthrop Veterinary Hospital will be on hand to vaccinate your dog or cat.

Cost: \$15.00 for vaccination

Register Your Dog

Aaron Chrostowsky, Wayne Town Manager will be on hand to register your dog.

Cost: Fixed: \$6.00
Non-fixed: \$11.00

Meet our new Animal Control Officer.....



Town News – October 2016

Your 2016 property taxes were committed in August and tax bills were mailed out at the end of August. The new mill rate is \$14.83. Your first installment of property taxes are due by **Saturday October 1, 2016**. Interest will begin to accrue on **Sunday October 2, 2016** at 7% per annum.

This month the **Board of Selectmen** will be meeting on **October 4** and **October 18** at **6:30 PM** at the **Wayne Elementary School Gymnasium**.

In observation of **Columbus Day, Monday October 10, 2016**, the Town Office will be closed. It will re-open on Tuesday October 11, 2016, during our regularly scheduled hours.

The Town's **Assessor Agent** Matt Caldwell from RJD Appraisal will be available by appointment on **Monday October 24, 2016** to answer any questions you might have about your assessment or tax bill. Please contact, the Town Office to schedule an appointment.

The Town of Readfield will be holding a **Rabies Clinic** on **Wednesday October 26, 2016** between the hours of 4:30 PM - 5:30 PM at the Readfield Town Office on 8 Old Kent's Hill Road by appointment only. To schedule your pet for an appointment, please call (207) 685-4939. The cost of the appointment and vaccine will only be \$15.00.

Dog tags will be available in mid-October. Contact the Town Office for details. For busy residents who cannot make it to the Town Office to register their dog. You may go online to register your dog. Go to our website: www.waynemaine.org, click on: "Online Services", then click on: dog image with caption "Online Dog Licensing."

Mark Birtwell has stepped down from his role as Animal Control Officer. I want to thank him for his years of service as the Town's Animal Control Officer. Due to the vacancy, the Town will be advertising for the Animal Control Officer. If you are interested in becoming the Animal Control Officer, please submit a cover letter and resume to the Town Office by Friday October 14, 2016 at 4:30 PM. During the transition **Taylor Stevenson**, who was our back-up **Animal Control Officer** has agreed to be our interim Animal Control Officer until we find a permanent replacement. If you have any animal control issues, he can be reached at **(207) 242-0613**.

This year, the **General Election and Referendum** will be held on **Tuesday November 8, 2016** from 8:00 AM to 8:00 PM at the Ladd Recreation Center. In 2016, Maine voters will select their choice for President/Vice President (this process is called the "popular vote"), and elect Maine's Representatives to Congress, members of the Maine Legislature, and certain county officers. **Absentee ballots** will be available at the Town Office, please call or stop in.