

# Town of Wayne Selectboard

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

## Meeting Agenda

**Date:** Tuesday March 6, 2018

**Time:** 6:30 PM.

**Place:** Wayne Elementary School – Gymnasium

**Call Meeting to Order.**

**Pledge of Allegiance.**

**Selectboard Present / Quorum.**

**Meeting Minutes.**

- a. Consider approving the Selectboard meeting minutes for February 20, 2018.**

Manager Recommendation: Move the Board to approve the Selectboard meeting minutes for February 20, 2018.

**Warrants.**

- a. Consider approving Payroll Warrant #39.**

Manager Recommendation: Move the Board to approve Payroll Warrant #39 in the amount of \$1,034.73.

- b. Consider approving Payroll Warrant #40.**

Manager Recommendation: Move the Board to approve Payroll Warrant #40 in the amount of \$6,611.04.

- c. Consider approving Accounts Payable Warrant #41.**

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #41 in the amount of \$\_\_\_\_\_.

**Business Agenda.**

- a. Executive Session with the Town's attorney to discuss the pending Sky Ranch Community Solar Farm property tax abatement matter.**

Manager Recommendation: I move that the Board go into executive session under 1 M.R.S. §405(6)(E) to consult with its attorney concerning the Town's legal rights and duties and pending litigation where public disclosure would conflict with the attorney's duties to the Town or premature public knowledge would put the Town at a substantial disadvantage. (Requires 3/5 vote)

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

- c. Presentation from Aging-at-Home and American Red Cross Regarding Smoke Detectors.**

Manager Recommendation: Take any action deemed necessary.

- d. Consider adopting Non-Personnel Use of Pepper Spray Policy.**

Manager Recommendation: Take any action deemed necessary.

- e. Highway Contracted Services.**

Manager Recommendation: Take any action deemed necessary.

**f. Acceptance of Resignation Letters**

Manager Recommendation: Take any action deemed necessary.

**Supplements and Abatements.**

**Town Manager Report.**

**Board Member Reports.**

**Public Comments.**

**Adjourn.**

The next regularly scheduled for **Tuesday March 20, 2018** at **6:30 PM** at the Wayne Elementary School -  
Gymnasium.

*Please remember Selectboard Meetings are working meetings between Board members and town staff.*

**Town of Wayne, Maine  
Select Board Meeting Minutes  
Tuesday February 6, 2018  
Wayne Elementary School**

**Call Meeting to Order/ Selectmen Present**

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

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

Audience: Gina Lamarche

**Pledge of Allegiance  
Meeting Minutes**

- a. The Board approved the meeting minutes of the Board of Selectmen for January 23, 2018. (Haines/ Lamarche) (5/0).

**Warrants**

- b. The Board approved Payroll Warrant #34 in the amount of \$6,528.96 (Emery/Lamarche) (5/0).
- c. The Board approved Accounts Payable Warrant #35 in the amount of \$205,962.96. (Welsh/Haines) (4/0).

**Business Agenda**

- a. 6.32pm Motion to enter Executive Session under 1M.R.S. §405(6)(E) to consult with its attorney concerning the Town's legal rights and duties pending litigation where public disclosure would conflict with the attorney's duties to the Town or premature public knowledge would put the Town at a substantial disadvantage. (Haines/Lamarche) (5/0).

7:03pm Motion to exit Executive Session under 1M.R.S. §405(6)(E) to consult with its attorney concerning the Town's legal rights and duties pending litigation where public disclosure would conflict with the attorney's duties to the Town or premature public knowledge would put the Town at a substantial disadvantage. (Haines/Lamarche) (5/0). No action necessary.

- b. The Board moved to Support the Open Space Committee's recommendation to delay proposal/vote until November 2018. (Haines/Lamarche) (5/0).
- c. The Board Authorize the Town Manager to sign Sustain Wayne Letter of Intent to Apply for CDBG Micro-Enterprise Assistance Grant. (Haines/Welsh) (4/1) Haines abstained.

- d. The Board authorized the Town Manager to sign Professional Services Agreement with Harris Local Government (Trio) to upgrade TRIO Access to SQL Upgrade, with the initial fee of \$2,649.95 to come out of the Capital Reserve Fund. (Haines/Welsh) (5/0).
- e. The Board moved to table the Review of Highway Services.

**Abatements/Supplements: None**

**Town Manager Report:**

- a. Nominations papers will be available March 2<sup>nd</sup> and due back April 13<sup>th</sup>.
- b. Selectboard/RSU meeting March 7th to discuss School Budget.
- c. Kennebec County meeting with CMP March 13<sup>th</sup>, at 5:30pm.
- d. There were no foreclosures ending this last week.

**Board Member Reports:**

- e. Trent Emery asked about procedure for establishing standard for solar farms.

**Public Comments: None**

**Motion to Adjourn** at 8:13 PM. (Haines/Lamarche) (5/0).

The next Select Board Meeting is scheduled for Tuesday, February 20, 2018 at 6:30 p.m. at the Wayne Elementary School Gymnasium.

Recorded by:  
Cathy Cook, Town Clerk

Select Board Members

\_\_\_\_\_  
Gary Kenny

\_\_\_\_\_  
Stephanie Haines

\_\_\_\_\_  
Don Welsh

\_\_\_\_\_  
Jonathan Lamarche

\_\_\_\_\_  
Trent Emery

## SETTLEMENT AGREEMENT

This Settlement Agreement (“Agreement”) is entered into by and among the Town of Wayne, a municipal corporation under the laws of the State of Maine (“Town”), and Sky Ranch Community Solar Farm, an unincorporated association whose members are: Thomas E. Berman, Jean N. Crawford, Robert Foster, Rosanne Graef, Richard E. Reese, Christopher Dumaine, and Ian D. Meng (“Sky Ranch Members”), collectively, the “Parties” and singly a “Party.”

**WHEREAS**, the Sky Ranch Members have filed abatement requests to the Town (“Abatement Requests”) for personal property taxes assessed by the Town through supplemental assessment for the tax years 2016 with respect to the personal property located on property at 241 Morrison Heights Road which is identified as Town of Wayne Property Accounts 003-009-"B-ON", 003-009-"C-ON", 003-009-"D-ON", 003-009-"F-ON", 003-009-"G-ON", 003-009-"K-ON", 003-009-"M-ON", and 003-009-"R-ON" (together, the “Sky Ranch Community Solar Farm Personal Property”); and

**WHEREAS**, the Town denied those Abatement Requests on or about August 24, 2017; and

**WHEREAS**, the Sky Ranch Members have appealed to the Kennebec County Commissioners from the Town’s denial of the Abatement Requests (the “Abatement Appeals”), and the Abatement Appeals currently are pending before the Commissioners; and

**WHEREAS**, to avoid the uncertainty and expense of further litigation, the Parties wish to settle these Abatement Appeals and to establish assessed valuations and a depreciation schedule for the Sky Ranch Community Solar Farm Personal Property going forward as provided herein.

**NOW, THEREFORE**, in consideration of the mutual promises, covenants and conditions set forth herein made by each Party to the other, the Parties for themselves, their successors and assigns, agree as follows:

**1. Agreement to Abate Taxes and Assess Taxes; Agreement not to bring further .**

For tax years 2016 and 2017, the Town hereby agrees to abate the property taxes owed by the Sky Ranch Members for the Sky Ranch Community Solar Farm Personal Property (the “2016 and 2017 Abatements”), and for tax years from 2016 through 2035 (the “Settlement Period”), the Town agrees to assess the Sky Ranch Community Solar Farm Personal Property, with the 2016 and 2017 Abatements and the assessments for 2016 and thereafter being based upon the “Table of Values and Depreciation for Settlement Period” attached hereto as Exhibit A and hereby incorporated as part of this Agreement. The values set forth in Exhibit A shall apply unless, pursuant to a change in law enacted after the date of this Agreement, the Sky Ranch Community Solar Farm Personal Property is entitled to exemption or other preferential tax treatment by statute that would require assessment at lower amounts than set forth therein.

Absent an event that causes substantial physical damage or destruction to the Sky Ranch Community Solar Farm Personal Property, the Sky Ranch Members agree to not file any further abatement requests or appeals with respect to the assessment and taxation of the Sky Ranch Community Solar Farm Personal Property during the Settlement Period.

**2. Parties' Responsibilities.**

Following the execution of this Agreement, the Town shall grant abatements to the Sky Ranch Members of their 2016 and 2017 property taxes for the Sky Ranch Community Solar Farm Personal Property consistent with Exhibit A, and shall pay any abatement amounts owing ~~abatements~~ to the Sky Ranch Members within thirty (30) days of execution of this Agreement. Within the same period of time, the Sky Ranch Members' attorney shall file a stipulation of dismissal, with prejudice and without costs, with the Kennebec County Commissioners of the Abatement Appeals in the Docket Numbers cited above and the Town's attorney shall join in that stipulation of dismissal; a sample of said stipulation of dismissal is attached hereto as Exhibit B and is hereby incorporated as part of this Agreement.

**3. Parties Bear Own Costs and Expenses.**

The Parties agree to bear their own costs and expenses, including but not limited to legal fees and expert fees and costs, of bringing, maintaining, defending and litigating the Abatement Appeals and proceedings at the municipal and county levels.

**4. Choice of Law.**

This Agreement has been negotiated and executed in the State of Maine, and shall be construed and governed under the laws of the State of Maine. The Parties agree that the State of Maine has a natural and substantial connection and relationship to the parties and transactions contemplated by this Agreement.

**5. Entire Understanding.**

This Agreement constitutes the entire agreement between the Parties with respect to the Abatement Appeals. The Agreement contains the essential terms of the agreement, and supersedes any and all other agreements, understandings, negotiations, or discussions, either oral or in writing, express or implied, between the Parties with respect to the Abatement Appeals. The Parties each acknowledge that: (a) no representations, inducements, promises, agreements, or warranties, oral or otherwise, have been made by them, or anyone acting on their behalf with respect to the Abatement Appeals, which are not expressed in writing in this Agreement; (b) they have not executed this Agreement in reliance on any such representation, inducement, promise, agreement, or warranty; and (c) no representation, inducement, promise, agreement, or warranty with respect to the Abatement Appeals that is not contained in this Agreement, including, without limitation, any purported supplements, modifications, waivers, or terminations of this Agreement, shall be valid or binding, unless executed in writing by the Parties.

**6. Manner of Construction.**

The Parties acknowledge that: (a) this Agreement and its reduction to final written form is the result of good faith negotiations between the Parties; (b) said Parties and their respective counsel have carefully reviewed and examined this Agreement before execution on behalf of said Parties; and (c) any statute or rule of construction that ambiguities are to be resolved against the drafting Party shall not be employed in the interpretation of this Agreement.

**7. Further Actions.**

Each of the Parties hereto agrees to take any and all actions reasonably necessary in order to effectuate the intent, and to carry out the provisions, of this Agreement.

**8. Enforcement/Waiver of any Right to Trial by Jury.**

The Parties agree that any lawsuit or motion to enforce the terms of this Agreement shall be brought without request for a jury in the Maine Superior Court.

**9. Counterparts.**

This Agreement may be executed in multiple counterparts, each of which shall constitute an original, but all of which shall constitute one and the same agreement.

**10 Effective Date.**

The effective date of this Agreement is the last date on which it was executed by a signatory to the Agreement.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Settlement Agreement to be executed by their duly authorized municipal official or attorneys as of the date set forth before each signature.

**TOWN OF WAYNE**

Dated: March \_\_, 2018

\_\_\_\_\_  
Aaron Chrostowsky, Town Manager  
Town of Wayne

**SKY RANCH COMMUNITY SOLAR FARM  
(Thomas E. Berman, Jean N. Crawford, Robert  
Foster, Rosanne Graef, Richard E. Reese,  
Christopher Dumaine, and Ian D. Meng)**

Dated: March \_\_, 2018

\_\_\_\_\_  
Kristin M. Collins, Esq. (Bar No. )  
Counsel for Sky Ranch Community Solar Farm

Preti Flaherty  
45 Memorial Circle PO Box 1058  
Augusta, ME 04330

**Table of Values and Depreciation for Settlement Period**

<b>Tax Year</b>	<b>Replacement Cost</b>	<b>Condition</b>	<b>Value</b>	<b>Cert Ratio</b>	<b>Assessment</b>
2016	\$105,000	89%	\$93,450	100%	\$93,450
2017	\$105,000	76%	\$79,800	100%	\$79,800
2019	\$105,000	62%	\$65,100	100%	\$65,100
2020	\$105,000	48%	\$50,400	100%	\$50,400
2021	\$105,000	37%	\$38,850	100%	\$38,850
2022	\$105,000	28%	\$29,400	100%	\$29,400
2023	\$105,000	23%	\$24,150	100%	\$24,150
2024	\$105,000	20%	\$21,000	100%	\$21,000
2025	\$105,000	20%	\$21,000	100%	\$21,000
2026	\$105,000	20%	\$21,000	100%	\$21,000
2027	\$105,000	20%	\$21,000	100%	\$21,000
2028	\$105,000	20%	\$21,000	100%	\$21,000
2029	\$105,000	20%	\$21,000	100%	\$21,000
2030	\$105,000	20%	\$21,000	100%	\$21,000
2031	\$105,000	20%	\$21,000	100%	\$21,000
2032	\$105,000	20%	\$21,000	100%	\$21,000
2033	\$105,000	20%	\$21,000	100%	\$21,000
2034	\$105,000	20%	\$21,000	100%	\$21,000
2035	\$105,000	20%	\$21,000	100%	\$21,000

KENNEBEC COUNTY COMMISSIONERS

SKY RANCH COMMUNITY )  
 SOLAR FARM, )  
 )  
 Appellant )  
 )  
 v. )  
 )  
 TOWN OF WAYNE, )  
 )  
 Appellee )

STIPULATION OF DISMISSAL

The parties to this property tax abatement appeal proceeding stipulate to a dismissal of the appeal with prejudice and without costs to either party.

Dated: March \_\_\_, 2018.

\_\_\_\_\_  
 Kristin M. Collins, Esq. (Bar No. )  
 Counsel for Appellant, Sky Ranch Community  
 Solar Farm

Preti Flaherty  
45 Memorial Circle PO Box 1058  
Augusta, ME 04330

Dated: March \_\_\_, 2018.

\_\_\_\_\_  
 James N. Katsiaficas (Bar No. 3029)  
 Counsel for Appellee, Town of Wayne

Perkins Thompson, P.A.  
One Canal Plaza, PO Box 426  
Portland, ME 04112

## Sky Ranch Community Solar Farm

Original Assessment Approach							
Tax Year	Replacement Cost	Condition	Value	Cert Ratio	Assessment	Mil Rate	Tax
2016	\$ 149,000	97%	\$ 144,530	100%	\$ 144,530	0.01483	\$ 2,143.38
2017	\$ 149,000	92%	\$ 137,080	100%	\$ 137,080	0.01483	\$ 2,032.90
2018	\$ 149,000	88%	\$ 131,120	100%	\$ 131,120	0.01483	\$ 1,944.51
2019	\$ 149,000	83%	\$ 123,670	100%	\$ 123,670	0.01483	\$ 1,834.03
2020	\$ 149,000	79%	\$ 117,710	100%	\$ 117,710	0.01483	\$ 1,745.64
2021	\$ 149,000	75%	\$ 111,750	100%	\$ 111,750	0.01483	\$ 1,657.25
2022	\$ 149,000	70%	\$ 104,300	100%	\$ 104,300	0.01483	\$ 1,546.77
2023	\$ 149,000	65%	\$ 96,850	100%	\$ 96,850	0.01483	\$ 1,436.29
2024	\$ 149,000	60%	\$ 89,400	100%	\$ 89,400	0.01483	\$ 1,325.80
2025	\$ 149,000	54%	\$ 80,460	100%	\$ 80,460	0.01483	\$ 1,193.22
2026	\$ 149,000	49%	\$ 73,010	100%	\$ 73,010	0.01483	\$ 1,082.74
2027	\$ 149,000	44%	\$ 65,560	100%	\$ 65,560	0.01483	\$ 972.25
2028	\$ 149,000	39%	\$ 58,110	100%	\$ 58,110	0.01483	\$ 861.77
2029	\$ 149,000	34%	\$ 50,660	100%	\$ 50,660	0.01483	\$ 751.29
2030	\$ 149,000	31%	\$ 46,190	100%	\$ 46,190	0.01483	\$ 685.00
2031	\$ 149,000	27%	\$ 40,230	100%	\$ 40,230	0.01483	\$ 596.61
2032	\$ 149,000	23%	\$ 34,270	100%	\$ 34,270	0.01483	\$ 508.22
2033	\$ 149,000	22%	\$ 32,780	100%	\$ 32,780	0.01483	\$ 486.13
2034	\$ 149,000	20%	\$ 29,800	100%	\$ 29,800	0.01483	\$ 441.93
2034	\$ 149,000	20%	\$ 29,800	100%	\$ 29,800	0.01483	\$ 441.93
				<b>Ave</b>	<b>\$ 79,864</b>	<b>Total</b>	<b>\$ 23,687.66</b>

Proposed Assessment Approach							
Tax Year	Replacement Cost	Condition	Value	Cert Ratio	Assessment	Mil Rate	Tax
2016	\$ 105,000	89%	\$ 93,450	100%	\$ 93,450	0.01483	\$ 1,385.86
2017	\$ 105,000	76%	\$ 79,800	100%	\$ 79,800	0.01483	\$ 1,183.43
2019	\$ 105,000	62%	\$ 65,100	100%	\$ 65,100	0.01483	\$ 965.43
2020	\$ 105,000	48%	\$ 50,400	100%	\$ 50,400	0.01483	\$ 747.43
2021	\$ 105,000	37%	\$ 38,850	100%	\$ 38,850	0.01483	\$ 576.15
2022	\$ 105,000	28%	\$ 29,400	100%	\$ 29,400	0.01483	\$ 436.00
2023	\$ 105,000	23%	\$ 24,150	100%	\$ 24,150	0.01483	\$ 358.14
2024	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2025	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2026	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2027	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2028	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2029	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2030	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2031	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2032	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2033	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2034	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
2035	\$ 105,000	20%	\$ 21,000	100%	\$ 21,000	0.01483	\$ 311.43
				<b>Ave</b>	<b>\$ 33,324</b>	<b>Total</b>	<b>\$ 9,389.61</b>

20 Year Tax Totals	
Original	\$ 23,687.66
Proposed	\$ 9,389.61
<b>Difference</b>	<b>\$ 14,298.05</b>
<b>Ave Loss</b>	<b>\$ 714.90</b>

Sky Ranch Community Solar Farm

To Address Current Appeal						
Value	Tax Year	Replacement Cost	Condition	Value	Cert Ratio	Assessment
Original	2016	\$ 149,000	97%	\$ 144,530	100%	\$ 144,530
Proposed	2016	\$ 131,522	89%	\$ 117,055	100%	\$ 117,055
					<b>Difference</b>	<b>\$ 27,475</b>
					Mil Rate	14.83
					<b>Tax</b>	<b>\$ 407.46</b>
Value	Tax Year	Replacement Cost	Condition	Value	Cert Ratio	Assessment
Original	2017	\$ 149,000	92%	\$ 137,080	100%	\$ 137,080
Proposed	2017	\$ 131,522	76%	\$ 99,957	100%	\$ 99,957
					<b>Difference</b>	<b>\$ 37,123</b>
					Mil Rate	16.19
					<b>Tax</b>	<b>\$ 601.03</b>

Doug:

The central question is the value on April 1, 2016 of a community solar installation constructed on leased property by ReVision Energy. The building permit gave a cost of \$190,000, the Town's Assessors Agents calculated a value of \$149,900 using Marshall & Swift, and ReVision co-owner and engineer Fortunat Mueller provided a December 27, 2017 replacement cost value of \$81,000. On pressing from us for an actual cost as of April 1, 2016, he provided an April 1, 2016 replacement cost value of \$83,600. The loan for the facility was \$133,000.

I'm attaching the appraisal report they've prepared, which includes both the December 27, 2017 replacement cost value and the income approach calculation. As you know, Maine has gone through substantial policy shifts on net metering that make use of the income method a fairly speculative undertaking. I'm also attaching the April 1, 2016 replacement cost value.

Along with the value issue is one of depreciation. The Town initially used a table that would call this average life property with an 18-year depreciation to 20% of initial value, where it remains for the remainder of its useful life. However, because the federal tax code allows accelerated depreciation over a five-year period for solar installations and because solar systems become less expensive rapidly, generating economic obsolescence, we offered to use a seven-year depreciation schedule for the actual cost on April 1, 2016.

That's where it stands. I believe ReVision will offer an April 1, 2016 cost just above \$100,000. This is not a big-dollar case, but ReVision is looking to establish how these should be treated – hence the income analysis.

It really should settle along the terms we've suggested -- \$100,000 + initial value based on actual cost and 7-year depreciation, but we'd appreciate a reality check from you.

Thank you.

Jim

# **Non-Police Personnel Use of Pepper Spray Policy**

**City of INSERT NAME OF CITY**

**Month Year**

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## PURPOSE

The purpose of this policy is to provide guidance to non-police City employees or **INSERT JOB TITLES/CLASSIFICATIONS** regarding the possession and use of Oleoresin Capsicum, hereafter referred to as pepper spray, in the course of their City employment.

When used in the course of employment with the City by non-police employees or **INSERT JOB TITLES/CLASSIFICATIONS** pepper spray must be used for self-defense purposes only. Pepper spray may only be used as a last resort when nonviolent alternative methods have failed or would be ineffective to prevent imminent, serious bodily injury.

## POLICY

### Required Approval

Some non-police City employees may desire to carry pepper spray for self-defense purposes in the course of City employment. Although State legislation allows any person to purchase, possess, and use pepper spray without prior authorization or training, the City must ensure that any City employee who desires to carry pepper spray in the course of his or her work with the City does so in a safe and responsible manner.

Employees who desire to carry pepper spray must first obtain written approval from their Department Director or **INSERT JOB TITLE/CLASSIFICATION** prior to the employee carrying pepper spray during hours of employment and within City property. The Department Director's review will consider the nature of the work, alternative self-defense methods available, and the need for protection. The approval will be documented with a form signed by both the employee and the Director acknowledging the authorization and the employee's acceptance of his or her responsibilities related to the use of the approved pepper spray. An example of the form is located in Appendix A. **(ADD FORMS YOUR CITY WOULD USE.)**

### Required Training

All non-police employees who desire to and receive approval to carry pepper spray at work must participate in a mandatory safety training course provided by the **INSERT NAME OF TRAINING GROUP** prior to carrying pepper spray during the execution of their City employment.

**INSERT NAME OF TRAINING GROUP** will also provide periodic training updates every three years. Any employee who uses pepper spray more than once in within a 12-month period will be required to attend another training session within 3 months of the subsequent use incident.

Mandatory training shall be provided by a qualified instructor and include the following elements:

- Personal safety training that emphasizes risk avoidance, including nonviolent means of defusing confrontational situations
- Instruction that pepper spray works only under very limited circumstances
- How to correctly and safely administer the spray
- How and where the pepper spray must be stored and secured during non-employment hours
- Steps to take once the spray has been administered
- Other means of self-defense such as verbal judo, etc.
- Warning to employees about the possible adverse consequences of the improper use of pepper spray; disciplinary action, criminal charges (e.g., assault); and civil tort liability for damages

#### **Authorized Use of Pepper Spray**

The use of pepper spray is restricted to the following:

1. To protect oneself from personal injury and/or to stop further physical injury to oneself or others after all other defense procedures have been exhausted
2. At the direct order of a peace officer
3. While coming to the aid or assistance of a peace officer who is not able to give a direct order
4. Only to be used when no other means is available when one must intervene in an act involving physical force

At no time should an employee attempt to physically restrain a person who has been pepper sprayed unless left with no other choice. Employees should back off and await police assistance as only police officers are properly trained in control techniques and legally authorized to initiate restraint measures. However, this policy shall not prohibit an employee from assisting a police officer in restraining a person if necessary and/or requested to do so.

Only the use of City provided pepper spray will be permitted.

### **Unauthorized Use of Pepper Spray**

Use of pepper spray product EXCEPT in self-defense, can be a felony. (California Penal Code Section 22810(g)(1)). The use of City issued pepper spray for any private matter (non-City business) or in violation of this policy may result in disciplinary action, up to and including termination, and/or loss of the right to carry pepper spray. **MODIFY TO FIT YOUR DISCIPLINARY ACTION POLICY.**

### **Reporting Use of Pepper Spray**

All non-police employees who use pepper spray in the course of City employment must report any use of the spray to the Police Department immediately, so the Police can take any required action. Employees must also document the incident and prepare a report for their supervisor. See sample report form in Appendix B or **ADD FORMS YOUR CITY WOULD USE.**

### **Inspection, Replacement, and Disposal**

1. Pepper spray devices shall be maintained in an operational and charged state by authorized employees or the approved vendors.
2. Employees are responsible for following the manufacturer's instructions for care and storage of the pepper spray container.
3. Employees are responsible for requesting replacement of a damaged, inoperable, or empty device.
4. Employees are responsible for disposing of damaged, inoperable, or empty devices in accordance to the City Police's policy.

**Appendix A**

**Authorization and Acknowledgement Form**

**Employee Acknowledgement of the City of INSERT NAME OF CITY's Non-Police  
Personnel Use of Pepper Spray Policy and Authorization to Use Pepper Spray**

I hereby acknowledge that I have read and understand the preceding Policy; that I agree to agree to adhere to the requirements of the Policy as outlined; and, that I have voluntarily requested permission to carry pepper spray in the course of my employment with the City of INSERT NAME OF CITY.

Employee Printed Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

The above noted employee has voluntarily requested to carry pepper spray in the course of his/her employment and has successfully completed the City-mandated pepper spray training. Therefore, this employee is authorized to carry City issued pepper spray in the course of his/her employment.

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Vendor:** Bruen Construction  
**Vendor #:** 622

<b>Year</b>	<b>Highway Plowing</b>	<b>Total</b>
2018 (as of 2/28/18)	\$ 135,802.15	\$ 191,701.61
2017	\$ 158,462.60	\$ 235,473.75
2016	\$ 155,492.60	\$ 226,489.44
2015	\$ 152,205.60	\$ 216,917.82
2014	\$ 149,532.60	\$ 205,421.45
2013	\$ 146,542.75	\$ 222,234.30

38 Richmond Mills Road  
Wayne, Me 04284

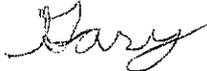
March 5, 2018

Aaron Chrostowsky, Manager  
Cathy Cook, Clerk  
Select Board Members  
Town of Wayne Maine  
P. O. Box 400  
Wayne, ME 04284

Dear Aaron, Cathy, and Fellow Board Members:

This letter is to confirm my statement, at a previous Board meeting, that I will be resigning from the Board effective June 30, 2018. As I stated, Cindy and I are planning to sell our home in Wayne this year and build a new home on the site of our camp on Little Sebago Lake in Gray.

Sincerely,



Gary Kenny

## Wayne Town Manager

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**From:** Kristin Angell <KristinAngell17@hotmail.com>  
**Sent:** Sunday, March 04, 2018 8:46 PM  
**To:** Ford\_Stevenson; k pratt; Wayne Town Manager  
**Subject:** letter of resignation

Dear Ford, Ken and Aaron,

As you may have heard, I've been away from Wayne for much of the winter. I've had a work related opportunity in Massachusetts that appears in becoming permanent. It is complicated and there are a lot of moving parts but it has become apparent I need to inform you that I will be resigning as an alternate from the Town of Wayne Planning Board. We are keeping the boat business and with our family there I am sure I will see you all, I just can't keep the up with commitments required to serve on the board at this time. This comes with regret as I have very much enjoyed my time serving on the board. I learned a great deal from everyone on the board and was honored to have the opportunity to serve my community. I thank you all.

I also can not express enough how much I have appreciate all your support with the boat business. As I'm sure you are aware, it was an incredibly stressful process and few years. Your kindness and guidance will not be forgotten.

Thank you again!

Sincerley,

Kristin Angell

# Expense Summary Report

Fund: 1  
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>100 - General Admin</b>	<b>227,806.00</b>	<b>175,175.13</b>	<b>52,630.87</b>	<b>76.90</b>
<b>01 - Salaries</b>	<b>159,489.00</b>	<b>105,417.69</b>	<b>54,071.31</b>	<b>66.10</b>
01 - Selectmen	7,162.00	3,581.10	3,580.90	50.00
05 - Town Manager	50,000.00	34,603.20	15,396.80	69.21
15 - Treasurer	3,000.00	1,500.00	1,500.00	50.00
20 - Tax Collector	22,686.00	15,379.04	7,306.96	67.79
25 - Town Clerk	23,532.00	16,809.22	6,722.78	71.43
35 - Meeting Clerk	603.00	0.00	603.00	0.00
70 - Med/Fica	8,184.00	5,498.14	2,685.86	67.18
75 - Health Insurance	38,561.00	25,917.87	12,643.13	67.21
80 - Retirement	4,811.00	1,653.04	3,157.96	34.36
81 - Income Protection plan	950.00	476.08	473.92	50.11
<b>02 - Operating Expense</b>	<b>21,861.00</b>	<b>21,988.38</b>	<b>-127.38</b>	<b>100.58</b>
01 - Office Expense	3,000.00	3,013.86	-13.86	100.46
05 - Travel expenses	900.00	411.84	488.16	45.76
10 - Training Expense	1,000.00	750.75	249.25	75.08
20 - MMA Dues	2,461.00	2,460.00	1.00	99.96
25 - Computer Repairs	500.00	234.58	265.42	46.92
30 - Computer Software	9,500.00	10,403.51	-903.51	109.51
35 - Website	500.00	1,071.76	-571.76	214.35
40 - Town Report	1,000.00	0.00	1,000.00	0.00
50 - Tax Administration	3,000.00	3,642.08	-642.08	121.40
<b>03 - Contractual</b>	<b>43,956.00</b>	<b>43,042.46</b>	<b>913.54</b>	<b>97.92</b>
01 - Legal Services	10,000.00	8,414.32	1,585.68	84.14
05 - Audit Services	5,300.00	4,500.00	800.00	84.91
15 - Insurance	18,000.00	17,685.00	315.00	98.25
20 - Rent	6,656.00	6,656.00	0.00	100.00
25 - Copier lease	4,000.00	5,787.14	-1,787.14	144.68
<b>05 - Utilities</b>	<b>2,500.00</b>	<b>1,866.60</b>	<b>633.40</b>	<b>74.66</b>
01 - Telephone	2,500.00	1,866.60	633.40	74.66
<b>65 - Unclassified</b>	<b>0.00</b>	<b>2,860.00</b>	<b>-2,860.00</b>	<b>----</b>
05 - Capital	0.00	2,860.00	-2,860.00	----
<b>101 - Debt Service</b>	<b>216,812.00</b>	<b>218,964.92</b>	<b>-2,152.92</b>	<b>100.99</b>
<b>15 - Debt Service</b>	<b>216,812.00</b>	<b>218,964.92</b>	<b>-2,152.92</b>	<b>100.99</b>
05 - North Wayne Road	35,578.00	37,795.97	-2,217.97	106.23
10 - Kings Highway	65,256.00	65,248.80	7.20	99.99
15 - Old Winthrop Road	63,974.00	63,988.44	-14.44	100.02
20 - Mount Pisgah Road	52,004.00	51,931.71	72.29	99.86
<b>102 - Elections &amp; Hearings</b>	<b>1,577.00</b>	<b>1,470.51</b>	<b>106.49</b>	<b>93.25</b>
<b>01 - Salaries</b>	<b>1,077.00</b>	<b>1,364.40</b>	<b>-287.40</b>	<b>126.69</b>
41 - Elections clerk	1,000.00	1,297.64	-297.64	129.76
70 - Med/Fica	77.00	66.76	10.24	86.70
<b>02 - Operating Expense</b>	<b>500.00</b>	<b>106.11</b>	<b>393.89</b>	<b>21.22</b>
01 - Office Expense	500.00	106.11	393.89	21.22
<b>103 - General Assistance</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>
<b>10 - Social Services/Community Serv</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>
85 - General Assistance	1,500.00	0.00	1,500.00	0.00
<b>104 - Fire Department</b>	<b>55,071.00</b>	<b>21,699.77</b>	<b>33,371.23</b>	<b>39.40</b>

# Expense Summary Report

Fund: 1  
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>104 - Fire Department CONT'D</b>				
<b>01 - Salaries</b>	<b>15,071.00</b>	<b>5,113.41</b>	<b>9,957.59</b>	<b>33.93</b>
50 - Chief Officers stipends	6,000.00	3,000.00	3,000.00	50.00
52 - Firefighter stipends	8,000.00	1,750.00	6,250.00	21.88
70 - Med/Fica	1,071.00	363.41	707.59	33.93
<b>02 - Operating Expense</b>	<b>40,000.00</b>	<b>16,586.36</b>	<b>23,413.64</b>	<b>41.47</b>
60 - Fire Operations	22,000.00	11,840.68	10,159.32	53.82
61 - Fire Communications	4,000.00	1,952.72	2,047.28	48.82
62 - Fire Equipment	14,000.00	2,792.96	11,207.04	19.95
<b>105 - Assessing</b>	<b>22,800.00</b>	<b>19,050.00</b>	<b>3,750.00</b>	<b>83.55</b>
<b>02 - Operating Expense</b>	<b>1,800.00</b>	<b>1,800.00</b>	<b>0.00</b>	<b>100.00</b>
75 - GIS Maps	1,800.00	1,800.00	0.00	100.00
<b>03 - Contractual</b>	<b>21,000.00</b>	<b>17,250.00</b>	<b>3,750.00</b>	<b>82.14</b>
30 - Assessing/Mapping	15,000.00	17,250.00	-2,250.00	115.00
35 - Quarterly review	6,000.00	0.00	6,000.00	0.00
<b>106 - Animal Control</b>	<b>5,130.00</b>	<b>3,032.64</b>	<b>2,097.36</b>	<b>59.12</b>
<b>01 - Salaries</b>	<b>3,230.00</b>	<b>1,614.75</b>	<b>1,615.25</b>	<b>49.99</b>
55 - Animal control officer	3,000.00	1,500.00	1,500.00	50.00
70 - Med/Fica	230.00	114.75	115.25	49.89
<b>10 - Social Services/Community Serv</b>	<b>1,900.00</b>	<b>1,417.89</b>	<b>482.11</b>	<b>74.63</b>
90 - Humane Society	1,900.00	1,417.89	482.11	74.63
<b>107 - Code Enforcement</b>	<b>13,514.00</b>	<b>9,063.88</b>	<b>4,450.12</b>	<b>67.07</b>
<b>01 - Salaries</b>	<b>12,514.00</b>	<b>8,918.88</b>	<b>3,595.12</b>	<b>71.27</b>
56 - Code Enforcement Officer	11,625.00	8,187.48	3,437.52	70.43
70 - Med/Fica	889.00	731.40	157.60	82.27
<b>65 - Unclassified</b>	<b>1,000.00</b>	<b>145.00</b>	<b>855.00</b>	<b>14.50</b>
20 - Conservation Commission	0.00	45.00	-45.00	---
30 - Ordinance & Mapping	1,000.00	100.00	900.00	10.00
<b>108 - Public Safety</b>	<b>33,811.00</b>	<b>23,028.07</b>	<b>10,782.93</b>	<b>68.11</b>
<b>03 - Contractual</b>	<b>26,911.00</b>	<b>18,535.73</b>	<b>8,375.27</b>	<b>68.88</b>
40 - Ambulance	11,022.00	5,499.12	5,522.88	49.89
45 - Sheriff Dept	4,000.00	2,860.00	1,140.00	71.50
50 - PSAP Dispatching	11,889.00	10,176.61	1,712.39	85.60
<b>05 - Utilities</b>	<b>6,900.00</b>	<b>4,492.34</b>	<b>2,407.66</b>	<b>65.11</b>
20 - Street lights	6,900.00	4,492.34	2,407.66	65.11
<b>109 - Roads</b>	<b>292,290.00</b>	<b>238,125.10</b>	<b>54,164.90</b>	<b>81.47</b>
<b>03 - Contractual</b>	<b>169,790.00</b>	<b>142,329.17</b>	<b>27,460.83</b>	<b>83.83</b>
55 - Parking Lot Plowing	3,827.00	3,377.00	450.00	88.24
60 - Road Plowing	162,963.00	135,952.17	27,010.83	83.43
75 - Roadside mowing	3,000.00	3,000.00	0.00	100.00
<b>05 - Utilities</b>	<b>500.00</b>	<b>388.48</b>	<b>111.52</b>	<b>77.70</b>
05 - Electricity	500.00	388.48	111.52	77.70
<b>25 - Roads</b>	<b>122,000.00</b>	<b>95,407.45</b>	<b>26,592.55</b>	<b>78.20</b>
01 - Roads Administration	1,000.00	1,648.72	-648.72	164.87
05 - Brush/Tree removal	12,000.00	5,030.00	6,970.00	41.92
10 - Calcium chloride	8,000.00	2,563.13	5,436.87	32.04
15 - Sweeping	4,000.00	39.00	3,961.00	0.98

# Expense Summary Report

Fund: 1  
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>109 - Roads CONTD</b>				
20 - Patching	4,000.00	729.81	3,270.19	18.25
30 - Signs	2,000.00	3,173.55	-1,173.55	158.68
35 - Painting	1,000.00	0.00	1,000.00	0.00
40 - Culverts	9,000.00	10,420.51	-1,420.51	115.78
45 - Gravel	26,000.00	19,747.93	6,252.07	75.95
46 - Winter salt	12,000.00	14,851.10	-2,851.10	123.76
55 - Crack sealing	0.00	2,000.00	-2,000.00	----
70 - Grading	8,000.00	3,680.00	4,320.00	46.00
75 - Ditching	35,000.00	31,392.70	3,607.30	89.69
80 - Catch Basin	0.00	131.00	-131.00	----
<b>110 - Transfer Station</b>	<b>81,176.00</b>	<b>70,837.02</b>	<b>10,338.98</b>	<b>87.26</b>
<b>02 - Operating Expense</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>
80 - Hazardous waste	1,500.00	0.00	1,500.00	0.00
<b>03 - Contractual</b>	<b>79,676.00</b>	<b>70,837.02</b>	<b>8,838.98</b>	<b>88.91</b>
65 - Transfer Station Operations	73,774.00	66,902.38	6,871.62	90.69
66 - Transfer Station CIP	5,902.00	3,934.64	1,967.36	66.67
<b>111 - Outside Agencies</b>	<b>27,928.00</b>	<b>26,177.50</b>	<b>1,750.50</b>	<b>93.73</b>
<b>10 - Social Services/Community Serv</b>	<b>27,928.00</b>	<b>26,177.50</b>	<b>1,750.50</b>	<b>93.73</b>
01 - Library	6,000.00	6,000.00	0.00	100.00
10 - Archival board	500.00	0.00	500.00	0.00
15 - Messenger	3,000.00	3,000.00	0.00	100.00
20 - Cemetery Association	3,500.00	3,500.00	0.00	100.00
25 - Rural Community Action	3,700.00	3,700.00	0.00	100.00
30 - Senior Spectrum	1,004.00	1,004.00	0.00	100.00
35 - Hospice	1,000.00	1,000.00	0.00	100.00
40 - Family Violence	1,000.00	1,000.00	0.00	100.00
45 - Maine Public Broadcasting	100.00	100.00	0.00	100.00
50 - Kennebec Valley Behavioral Hea	1,600.00	1,600.00	0.00	100.00
55 - Children Center	595.00	595.00	0.00	100.00
60 - Red Cross	1,200.00	1,200.00	0.00	100.00
65 - Sexual Assault Crisis Support	417.00	416.50	0.50	99.88
66 - Crisis & Counseling Center	1,562.00	1,562.00	0.00	100.00
76 - Aging-at-Home	250.00	0.00	250.00	0.00
77 - Winthrop Hot Meal Kitchen	1,000.00	0.00	1,000.00	0.00
94 - Winthrop Food Pantry	1,500.00	1,500.00	0.00	100.00
<b>112 - Recreation</b>	<b>22,926.00</b>	<b>15,098.94</b>	<b>7,827.06</b>	<b>65.86</b>
<b>01 - Salaries</b>	<b>2,153.00</b>	<b>1,076.50</b>	<b>1,076.50</b>	<b>50.00</b>
67 - Recreation Coordinator	2,000.00	1,000.00	1,000.00	50.00
70 - Med/Fica	153.00	76.50	76.50	50.00
<b>02 - Operating Expense</b>	<b>4,300.00</b>	<b>0.00</b>	<b>4,300.00</b>	<b>0.00</b>
90 - Ladd Operational expenses	4,300.00	0.00	4,300.00	0.00
<b>03 - Contractual</b>	<b>6,623.00</b>	<b>3,704.80</b>	<b>2,918.20</b>	<b>55.94</b>
70 - Mowing	2,448.00	1,368.00	1,080.00	55.88
71 - Ladd Mowing	4,175.00	2,336.80	1,838.20	55.97
<b>10 - Social Services/Community Serv</b>	<b>9,850.00</b>	<b>10,317.64</b>	<b>-467.64</b>	<b>104.75</b>
91 - Kennebec Land Trust	250.00	1,550.00	-1,300.00	620.00
92 - Friends of Cobbossee Watershe	1,300.00	0.00	1,300.00	0.00
93 - Memorial Day	300.00	0.00	300.00	0.00
97 - Andro Lake Improve Corp	2,500.00	2,500.00	0.00	100.00

# Expense Summary Report

Fund: 1  
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
<b>112 - Recreation CONT'D</b>				
98 - Andro Yacht club	500.00	500.00	0.00	100.00
99 - 30 Mile Watshed	5,000.00	5,767.64	-767.64	115.35
<b>113 - Land and Buildings</b>	<b>2,624.00</b>	<b>2,207.45</b>	<b>416.55</b>	<b>84.13</b>
<b>02 - Operating Expense</b>	<b>1,600.00</b>	<b>1,634.65</b>	<b>-34.65</b>	<b>102.17</b>
15 - Maintenance and Repairs	1,000.00	1,080.45	-80.45	108.05
95 - NW Schoolhouse	200.00	83.80	116.20	41.90
96 - NW Building	200.00	347.40	-147.40	173.70
97 - Town House	200.00	123.00	77.00	61.50
<b>03 - Contractual</b>	<b>1,024.00</b>	<b>572.80</b>	<b>451.20</b>	<b>55.94</b>
72 - Historic Property Mowing	1,024.00	572.80	451.20	55.94
<b>114 - Capital Reserves transfers</b>	<b>95,000.00</b>	<b>50,000.00</b>	<b>45,000.00</b>	<b>52.63</b>
<b>52 - Capital Reserve Funds</b>	<b>95,000.00</b>	<b>50,000.00</b>	<b>45,000.00</b>	<b>52.63</b>
05 - Fire Truck	30,000.00	0.00	30,000.00	0.00
43 - Ladd Recreation Ctr. Imp.	10,000.00	0.00	10,000.00	0.00
50 - Road Recon. & Pav. Project	50,000.00	50,000.00	0.00	100.00
76 - Broadband Expansion	5,000.00	0.00	5,000.00	0.00
<b>115 - School RSU #38</b>	<b>2,179,274.00</b>	<b>1,628,893.49</b>	<b>550,380.51</b>	<b>74.74</b>
<b>60 - Intergovernment</b>	<b>2,179,274.00</b>	<b>1,628,893.49</b>	<b>550,380.51</b>	<b>74.74</b>
15 - RSU #38	2,179,274.00	1,628,893.49	550,380.51	74.74
<b>116 - County Tax</b>	<b>190,010.00</b>	<b>190,009.78</b>	<b>0.22</b>	<b>100.00</b>
<b>60 - Intergovernment</b>	<b>190,010.00</b>	<b>190,009.78</b>	<b>0.22</b>	<b>100.00</b>
20 - Kennebec County Tax	190,010.00	190,009.78	0.22	100.00
<b>117 - Cobbossee Watershed District</b>	<b>2,536.00</b>	<b>1,690.66</b>	<b>845.34</b>	<b>66.67</b>
<b>60 - Intergovernment</b>	<b>2,536.00</b>	<b>1,690.66</b>	<b>845.34</b>	<b>66.67</b>
25 - Cobbossee Watershed District	2,536.00	1,690.66	845.34	66.67
<b>118 - Overlay</b>	<b>10,000.00</b>	<b>2,214.74</b>	<b>7,785.26</b>	<b>22.15</b>
<b>60 - Intergovernment</b>	<b>10,000.00</b>	<b>2,214.74</b>	<b>7,785.26</b>	<b>22.15</b>
30 - Overlay	10,000.00	2,214.74	7,785.26	22.15
<b>119 - Snowmobile</b>	<b>0.00</b>	<b>628.90</b>	<b>-628.90</b>	<b>----</b>
<b>65 - Unclassified</b>	<b>0.00</b>	<b>628.90</b>	<b>-628.90</b>	<b>----</b>
99 - MISC EXPENSE	0.00	628.90	-628.90	----
<b>120 - Selectboard Contingency</b>	<b>2,500.00</b>	<b>729.01</b>	<b>1,770.99</b>	<b>29.16</b>
<b>65 - Unclassified</b>	<b>2,500.00</b>	<b>729.01</b>	<b>1,770.99</b>	<b>29.16</b>
01 - Contigent	2,500.00	729.01	1,770.99	29.16
<b>Final Totals</b>	<b>3,484,285.00</b>	<b>2,698,097.51</b>	<b>786,187.49</b>	<b>77.44</b>

# Revenue Summary Report

Fund: 1  
ALL

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
<b>100 - General Admin</b>	<b>441,468.00</b>	<b>3,154,889.42</b>	<b>-2,713,421.42</b>	<b>714.64</b>
01 - Banking Interest	1,000.00	2,283.76	-1,283.76	228.38
03 - Lien costs	5,000.00	1,858.72	3,141.28	37.17
04 - Interest on taxes	12,000.00	5,985.58	6,014.42	49.88
05 - MV Agent fees	5,000.00	2,978.00	2,022.00	59.56
06 - IFW Agent fees	1,000.00	288.00	712.00	28.80
07 - Motor Vehicle excise	250,000.00	173,176.78	76,823.22	69.27
08 - Boat Excise	5,000.00	1,258.00	3,742.00	25.16
09 - Vitals	500.00	513.80	-13.80	102.76
10 - Cash Short/ Over	0.00	25.09	-25.09	----
13 - Cable TV Franchise	5,000.00	3,136.48	1,863.52	62.73
14 - Misc revenue	5,000.00	445.18	4,554.82	8.90
15 - Surplus	100,000.00	0.00	100,000.00	0.00
20 - Insurance Dividends/Reimburse	0.00	1,047.00	-1,047.00	----
21 - State revenue sharing	46,968.00	32,985.36	13,982.64	70.23
25 - Tax Commitment	0.00	2,928,549.87	-2,928,549.87	----
26 - Supplemental Taxes	5,000.00	357.80	4,642.20	7.16
<b>103 - General Assistance</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	<b>0.00</b>
01 - GA Reimbursement	750.00	0.00	750.00	0.00
<b>105 - Assessing</b>	<b>44,200.00</b>	<b>49,486.26</b>	<b>-5,286.26</b>	<b>111.96</b>
01 - Tree Growth	4,000.00	3,662.26	337.74	91.56
02 - Homestead Exemption	35,000.00	37,038.00	-2,038.00	105.82
03 - Veteran reimbursement	1,500.00	1,244.00	256.00	82.93
04 - BETE Reimbursement	3,700.00	7,542.00	-3,842.00	203.84
<b>106 - Animal Control</b>	<b>750.00</b>	<b>725.00</b>	<b>25.00</b>	<b>96.67</b>
01 - Dog fees	750.00	650.00	100.00	86.67
02 - Dog late fees	0.00	75.00	-75.00	----
<b>107 - Code Enforcement</b>	<b>2,000.00</b>	<b>232.00</b>	<b>1,768.00</b>	<b>11.60</b>
01 - Building permits	2,000.00	230.00	1,770.00	11.50
02 - Yard Sale Permit	0.00	2.00	-2.00	----
<b>109 - Roads</b>	<b>30,708.00</b>	<b>31,196.00</b>	<b>-488.00</b>	<b>101.59</b>
01 - Local Road Assist Program	30,708.00	31,196.00	-488.00	101.59
<b>110 - Transfer Station</b>	<b>5,902.00</b>	<b>0.00</b>	<b>5,902.00</b>	<b>0.00</b>
15 - Transfer from Cap. Reserve Fnd	5,902.00	0.00	5,902.00	0.00
<b>119 - Snowmobile</b>	<b>0.00</b>	<b>628.90</b>	<b>-628.90</b>	<b>----</b>
01 - State Reimbursement	0.00	628.90	-628.90	----
<b>Final Totals</b>	<b>525,778.00</b>	<b>3,237,157.58</b>	<b>-2,711,379.58</b>	<b>615.69</b>



# General Ledger Summary Report

Fund(s): ALL  
ALL

Account	Beg Bal Net	----- Y T D -----		Pending Activity	Balance Net	
		Debits	Credits			Net
<b>1 - General Fund CONT'D</b>						
308-00 Cemetery Lot Sales	0.00	0.00	0.00	0.00	0.00	
309-00 Community Directory	0.00	0.00	5.00	5.00	5.00	
310-01 BMV	1,401.88	57,702.07	59,409.69	1,707.62	-1,314.00	
310-03 State Vital Fees	53.60	65.20	69.20	4.00	0.00	
310-15 IFW	-19.00	9,115.33	9,952.78	837.45	-835.25	
310-30 Dog License State	0.40	757.00	862.00	105.00	-55.00	
310-35 State Plumbing Fee 25%	566.25	1,470.00	398.75	-1,071.25	0.00	
310-36 DEP Plumbing Fee \$15.00	-50.00	45.00	30.00	-15.00	0.00	
320-00 Accounts Payable	19,290.34	20,787.37	1,497.03	-19,290.34	0.00	
320-05 LPI Plumbing Fee 75%	-221.25	1,372.50	1,296.25	-76.25	0.00	
330-10 Federal withholding	0.00	27,706.42	27,706.42	0.00	0.00	
330-15 Fica withholding	0.00	0.00	0.00	0.00	0.00	
330-20 Medicare withholding	0.00	0.00	0.00	0.00	0.00	
330-25 State withholding	0.00	925.30	925.30	0.00	0.00	
330-30 Medical withholding	0.00	0.00	0.00	0.00	0.00	
330-31 Vision Withholding	0.00	0.00	0.00	0.00	0.00	
330-40 Retirement withholding	0.00	3,433.60	3,433.60	0.00	0.00	
330-50 MMEHT with holding	-64.91	4,629.41	4,416.16	-213.25	276.01	
400-00 Deferred Tax Revenues	114,904.00	0.00	0.00	0.00	0.00	
<b>Fund Balance</b>	<b>744,173.96</b>	<b>6,151,996.83</b>	<b>6,883,184.60</b>	<b>731,187.77</b>	<b>0.00</b>	<b>1,475,361.73</b>
500-00 Expense control	0.00	2,657,787.83	3,636,103.02	978,315.19	0.00	978,315.19
510-00 Revenue control	0.00	535,702.00	3,247,081.58	2,711,379.58	0.00	2,711,379.58
520-00 Undesignated fund balance	644,173.96	2,958,507.00	0.00	-2,958,507.00	0.00	-2,314,333.04
521-00 Tax Reduction	100,000.00	0.00	0.00	0.00	0.00	100,000.00
530-00 Designated fund balance	0.00	0.00	0.00	0.00	0.00	0.00
<b>2 - Ladd Rec Operations</b>						
<b>Assets</b>	<b>0.00</b>	<b>144,942.62</b>	<b>144,942.62</b>	<b>0.00</b>	<b>-2,009.08</b>	<b>-2,009.08</b>
199-01 Due to/from	1,531.89	72,793.92	72,148.70	645.22	-2,009.08	168.03
<b>Liabilities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
330-10 Federal Taxes	0.00	0.00	0.00	0.00	0.00	0.00
330-15 FICA	0.00	0.00	0.00	0.00	0.00	0.00
330-20 Medicare	0.00	0.00	0.00	0.00	0.00	0.00
330-25 State Taxes	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund Balance</b>	<b>1,531.89</b>	<b>72,148.70</b>	<b>72,793.92</b>	<b>645.22</b>	<b>0.00</b>	<b>2,177.11</b>
500-00 Expense Control	0.00	72,148.70	1,686.78	-70,461.92	0.00	-70,461.92
510-00 Revenue Control	0.00	0.00	71,107.14	71,107.14	0.00	71,107.14
520-00 Fund Balance	1,531.89	0.00	0.00	0.00	0.00	1,531.89
<b>3 - Special Revenues</b>						
<b>Assets</b>	<b>0.00</b>	<b>113,142.54</b>	<b>113,142.54</b>	<b>0.00</b>	<b>-278.54</b>	<b>-278.54</b>
120-01 No. Wayne School House KSB	1,921.23	0.00	0.00	0.00	0.00	1,921.23
199-01 Due to/from	12,769.64	56,505.01	56,637.53	-132.52	-278.54	12,358.58

# General Ledger Summary Report

Fund(s): ALL

ALL

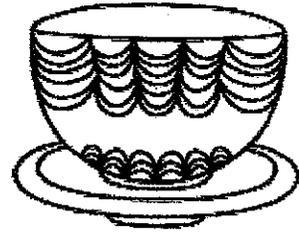
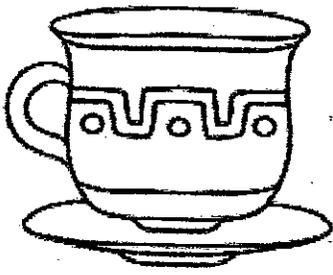
Account	Beg Bal	----- Y T D -----			Pending Activity	Balance Net
	Net	Debits	Credits	Net		
<b>3 - Special Revenues CONT'D</b>						
<b>Liabilities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Balance</b>	<b>14,690.87</b>	<b>56,637.53</b>	<b>56,505.01</b>	<b>-132.52</b>	<b>0.00</b>	<b>14,558.35</b>
500-00 Expense Control	0.00	56,637.53	6,331.01	-50,306.52	0.00	-50,306.52
510-00 Revenue Control	0.00	0.00	50,174.00	50,174.00	0.00	50,174.00
520-00 Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
521-00 Fire Ponds	0.00	0.00	0.00	0.00	0.00	0.00
522-00 Comp Plan	0.00	0.00	0.00	0.00	0.00	0.00
523-00 Perambulation	0.00	0.00	0.00	0.00	0.00	0.00
524-00 ADA Compliance	0.00	0.00	0.00	0.00	0.00	0.00
525-00 Animal Control	1,162.00	0.00	0.00	0.00	0.00	1,162.00
526-00 Pandemic	0.00	0.00	0.00	0.00	0.00	0.00
527-00 Conservation	0.00	0.00	0.00	0.00	0.00	0.00
528-00 Snowmobile	0.00	0.00	0.00	0.00	0.00	0.00
529-00 Wayne Rescue	0.00	0.00	0.00	0.00	0.00	0.00
530-00 Municipal Building	0.00	0.00	0.00	0.00	0.00	0.00
531-00 Farmers Market	713.02	0.00	0.00	0.00	0.00	713.02
532-00 Wayne History Project	3,973.42	0.00	0.00	0.00	0.00	3,973.42
533-00 Andro Lake Improvements	0.00	0.00	0.00	0.00	0.00	0.00
534-00 TOWN BOAT LAUNCH	-3,620.00	0.00	0.00	0.00	0.00	-3,620.00
535-00 Soccer	2,269.19	0.00	0.00	0.00	0.00	2,269.19
536-00 Softball	403.02	0.00	0.00	0.00	0.00	403.02
537-00 Baseball	-482.60	0.00	0.00	0.00	0.00	-482.60
538-00 Cemetery Lot Sales	275.00	0.00	0.00	0.00	0.00	275.00
539-00 Community Directory	155.00	0.00	0.00	0.00	0.00	155.00
540-00 No. Wayne School House	1,825.73	0.00	0.00	0.00	0.00	1,825.73
541-00 Water Quality	1,671.00	0.00	0.00	0.00	0.00	1,671.00
543-00 Aging at home	121.18	0.00	0.00	0.00	0.00	121.18
544-00 Insurance Claims	5,924.91	0.00	0.00	0.00	0.00	5,924.91
545-00 Ladd Improvement	300.00	0.00	0.00	0.00	0.00	300.00
<b>4 - Capital Reserves</b>	<b>0.00</b>	<b>1,020,103.72</b>	<b>1,020,103.72</b>	<b>-0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Assets</b>	<b>430,864.57</b>	<b>355,430.00</b>	<b>307,905.16</b>	<b>47,524.84</b>	<b>0.00</b>	<b>478,389.41</b>
109-00 Fire Truck - WAFUCU - 24852-00	25.00	0.00	0.00	0.00	0.00	25.00
110-00 Fire Truck - WAFUCU - 24852-64	73,058.34	0.00	0.00	0.00	0.00	73,058.34
120-01 Accounts Receivable	0.00	0.00	0.00	0.00	0.00	0.00
199-01 Due to/from	357,781.23	355,430.00	307,905.16	47,524.84	0.00	405,306.07
<b>Liabilities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Balance</b>	<b>430,864.57</b>	<b>664,673.72</b>	<b>712,198.56</b>	<b>47,524.84</b>	<b>0.00</b>	<b>478,389.41</b>
500-00 Expense Control	0.00	177,905.16	0.00	-177,905.16	0.00	-177,905.16
510-00 Revenue Control	0.00	215,589.52	626,609.04	411,019.52	0.00	411,019.52
520-00 Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
521-00 Transfer Station	43,572.00	0.00	0.00	0.00	0.00	43,572.00
522-00 Voting Machine	0.00	0.00	0.00	0.00	0.00	0.00
523-00 Roads	185,589.52	271,179.04	85,589.52	-185,589.52	0.00	0.00
524-00 Fire Truck	73,083.34	0.00	0.00	0.00	0.00	73,083.34
525-00 Sand Salt Shed	2,918.64	0.00	0.00	0.00	0.00	2,918.64

# General Ledger Summary Report

Fund(s): ALL

ALL

Account	Beg Bal	----- Y T D -----		Net	Pending Activity	Balance Net
	Net	Debits	Credits			
<b>4 Capital Reserves CONT'D</b>						
526-00 Footbridge	3,617.44	0.00	0.00	0.00	0.00	3,617.44
527-00 Paving	0.00	0.00	0.00	0.00	0.00	0.00
528-00 Town House	0.00	0.00	0.00	0.00	0.00	0.00
529-00 Building maintenance	0.00	0.00	0.00	0.00	0.00	0.00
530-00 Fire Station	0.00	0.00	0.00	0.00	0.00	0.00
531-00 Lord Road Paving	10,083.12	0.00	0.00	0.00	0.00	10,083.12
532-00 Hardscrabble Road	2,810.53	0.00	0.00	0.00	0.00	2,810.53
533-00 Lovejoy Pond Dam	13,796.90	0.00	0.00	0.00	0.00	13,796.90
534-00 Land/Building	264.36	0.00	0.00	0.00	0.00	264.36
535-00 Cemetery Stone Cleaning	9,900.00	0.00	0.00	0.00	0.00	9,900.00
536-00 Town Office	62,402.50	0.00	0.00	0.00	0.00	62,402.50
537-00 Besse Road Chip Seal	4,800.00	0.00	0.00	0.00	0.00	4,800.00
538-00 Fire Equipement	2,945.90	0.00	0.00	0.00	0.00	2,945.90
539-00 Village Improvements	198.88	0.00	0.00	0.00	0.00	198.88
540-00 Technology	9,145.29	0.00	0.00	0.00	0.00	9,145.29
541-00 GIS Map	0.00	0.00	0.00	0.00	0.00	0.00
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
544-00 North Wayne School House	0.00	0.00	0.00	0.00	0.00	0.00
545-00 Fmr. Pettengill Property Legal	-1,096.85	0.00	0.00	0.00	0.00	-1,096.85
<b>5 Trust Funds</b>						
<b>Assets</b>	<b>0.00</b>	<b>4,554.65</b>	<b>4,554.65</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00 Combined Trust	33,362.76	0.00	0.00	0.00	0.00	33,362.76
101-00 Jaworski Andro 45107709	0.00	0.00	0.00	0.00	0.00	0.00
103-00 Ruth Lee Andro 45107645	0.00	0.00	0.00	0.00	0.00	0.00
104-00 Ladd Worthy Poor Andro 4510761	0.00	0.00	0.00	0.00	0.00	0.00
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	14,937.15	0.00	0.00	0.00	0.00	14,937.15
107-00 Ladd WAFCU 25542-ID 64 Savings	35,593.77	0.00	0.00	0.00	0.00	35,593.77
199-01 Due to/from	-348.81	1,799.90	2,754.75	-954.85	0.00	-1,303.66
<b>Liabilities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Balance</b>	<b>83,569.91</b>	<b>2,754.75</b>	<b>1,799.90</b>	<b>-954.85</b>	<b>0.00</b>	<b>82,615.06</b>
500-00 Expense Control	0.00	2,754.75	299.90	-2,454.85	0.00	-2,454.85
510-00 Revenue Control	0.00	0.00	1,500.00	1,500.00	0.00	1,500.00
520-00 Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00
521-00 Jaworski Fund Balance	1,143.95	0.00	0.00	0.00	0.00	1,143.95
522-00 Ladd Recreation Capital FB	51,930.96	0.00	0.00	0.00	0.00	51,930.96
523-00 Ruth Lee FB	8,502.97	0.00	0.00	0.00	0.00	8,502.97
524-00 Ladd Worthy Poor FB	21,992.03	0.00	0.00	0.00	0.00	21,992.03
<b>Final Totals</b>	<b>0.00</b>	<b>13,932,098.86</b>	<b>13,932,098.86</b>	<b>0.00</b>	<b>-4,682.80</b>	<b>-4,682.80</b>



## Coffee and Conversation:

The Ladd center will be hosting an informal gathering of any community members who would like to have a cup of tea/coffee and mingle with their neighbors. There will be cribbage boards and cards provided for anyone who would like to play a game or learn how to play, or if you would just like to have a conversation and relax, there is plenty of space for that too. These gathering will take place the second and fourth Monday of every month from 9:00 a.m.-11:00 a.m. Coffee and tea will be provided for all to enjoy. Please stop by and say "hi" if you have a chance, or spend the whole time enjoying the event. If you have any questions, please call Donna at 685-4616.

The next event will be on February 12, from 9-11:00 a.m. I will post online if the event is canceled due to poor weather conditions.



STATE OF MAINE  
DEPARTMENT OF ECONOMIC  
AND COMMUNITY DEVELOPMENT



PAUL R. LEPAGE  
GOVERNOR

GEORGE C. GERVAIS  
COMMISSIONER

February 22, 2018

Aaron Chrostowsky, Town Manager  
Town of Wayne  
48 Pond Road  
Wayne ME 04284-0400

Dear Mr. Chrostowsky:

The Office of Community Development (OCD) has reviewed the Letter of Intent to Apply submitted by the Town of Wayne on February 8, 2018, for the 2018 Community Development Block Grant Micro-Enterprise Assistance Grant program. Our review showed that the Town has met the requirements established by Title I of the Housing and Community Development Act of 1973, as amended and the State of Maine CDBG program. Therefore, the Town is eligible to submit a Micro-Enterprise Assistance application for the facade activities outlined in the Letter of Intent.

All matching funds, if applicable, **must** be fully committed and secure by the application deadline date and additionally, the applicant must demonstrate that the financial resources are available to complete the entire project as presented in the application. Please remember that eligibility to submit a final application does not imply final project approval or funding and that the application is due at the offices of OCD by 4:00pm on Friday, April 27, 2018 and must meet all the requirements of the 2018 CDBG program. **Fax or e-mail submissions are not allowed.**

You may contact Terry Ann Holden at (207) 624-9814 with any further questions regarding the 2018 CDBG application process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Deborah Johnson', written over a horizontal line.

Deborah Johnson, Director  
Office of Community Development

cc: Gina Lamarche, Sustain Wayne

To: Board of Selectmen  
 Budget Committee  
 From: Aaron Chrostowsky, Town Manager  
 Re: Budget Development/ Town Meeting Timeline - Updated  
 Date: 1/5/18

<u>Date</u>	<u>Board/ Committee</u>	<u>Time</u>	<u>Activity</u>
Wed. March 7, 2018	Joint RSU/ Selectmen <sup>1</sup>	6:30 PM	Regular Meeting - Joint Meeting/ Draft Budget Proposal
<b>Tues. March 13, 2018</b>	<b>Budget Committee<sup>3</sup></b>	<b>6:00 PM</b>	<b>Regular Meeting</b> - <b>Town Manager Budget Presentation</b> - <b>Begin Reviewing Department Budgets</b>
Tues. March 20, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	Regular Meeting
<b>Tues. March 27, 2018</b>	<b>Budget Committee<sup>3</sup></b>	<b>6:00 PM</b>	<b>Regular Meeting</b> - <b>Review Department Budgets</b>
Tues. April 3, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	Regular Meeting
<b>Tues. April 10, 2018</b>	<b>Budget Committee<sup>3</sup></b>	<b>6:00 PM</b>	<b>Regular Meeting</b> - <b>Review Department Budgets</b> - <b>Discuss/ Approve Final Budget Recommendation</b>
Wed. April 11, 2018	RSU Board <sup>1</sup>	6:30 PM	Regular Meeting - Budget Approval
Tues. April 17, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	Regular Meeting
<b>Tues. April 24, 2018</b>	<b>Budget Committee<sup>3</sup></b>	<b>6:00 PM</b>	<b>Regular Meeting</b> - <b>Discuss/ Approve Final Budget Recommendation (if needed)</b>
Tues. May 1, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	Regular Meeting
Tues. May 15, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	Regular Meeting - Public Hearing
Wed. May 16, 2018	RSU Board <sup>4</sup>	7:00 PM	- Discuss/ Approve Final Budget Recommendation Annual School Meeting "Budget Meeting"
Tues. May 29, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	Regular Meeting - Public Hearing
Tues. June 5, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	Regular Meeting
Tuesday June 12, 2018	Board of Selectmen <sup>5</sup>	8AM – 8PM	Annual Town Meeting "Election of Officers"
	RSU Board <sup>5</sup>	8AM – 8PM	Budget Validation Referendum
Wednesday June 13, 2018	Board of Selectmen <sup>5</sup>	6:00 PM	Annual Town Meeting "Budget Meeting"

Notes:

1. Maranacook High School Student Center; 2. Wayne Elementary School Gymnasium; 3. Wayne Elementary School Gym  
 4. Maranacook High School Gymnasium; 5. Ladd Recreation Center

*A Caring School Community Dedicated To Excellence*

**RSU #38 – FY19 Budget Workshops  
& Regular Meetings  
Maranacook Community High School  
Student Center (unless otherwise noted)  
6:30 – 8:30 p.m.**

**SCHEDULE**

- January 3\*\*** Regular Business Meeting; budget overview/goals
- January 17** Budget Workshop – Elementary, Middle & High Schools
- February 7\*** Regular Business Meeting; report from RSU 38 Auditor Ron Smith;  
Budget Workshop – Technology, Special Education, English Language Learners  
(ELLS), Gifted & Talented
- February 14** Budget Workshop – Co-and Extra-Curricular, Operations & Maintenance,  
Transportation, Miscellaneous Cost Centers/Accounts (Adult Education, Food  
Service, Health, Professional Development/Curriculum, Systems Administration,  
Debt Service)
- March 7\*** Joint Meeting with Local Select Boards re: draft FY19 budget; Regular Business  
Meeting
- March 14** Budget Workshop – budget deliberations, follow-up and decision making
- March 21** Budget Workshop – budget deliberations, follow-up and decision making
- March 28** *Tentative meeting* – Budget Workshop – budget deliberations, follow-up and  
decision making
- April 4\*** Regular Business Meeting and Budget Workshop – budget deliberations, follow-  
up and decision making
- April 11\*** Regular Business Meeting – vote on Budget
- May 2\*\*** Regular Business Meeting
- May 16** Annual Budget Meeting, MCHS gymnasium, 7:00 p.m.
- June 6\*\*** Regular Meeting

**June 12 – Budget Validation Referendum at individual town's polling locations**

- June 20\*\*** Regular Business Meeting

\* Regular Business Meeting in addition to budget workshop

\*\* Regular Business Meeting

Budget documents are available by visiting [www.maranacook.org/budget](http://www.maranacook.org/budget)

## Town News – March 2018

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

The Town of Wayne has posted all Town roads for the **mud season**. All overweight trucks will need to get permits at the Town Office to **travel Posted Roads**. During the spring thaw, please use caution while driving on Town roads, water can be on the road, new potholes can form and thick mud can be present. If you have any road issues, please don't hesitate to contact the Town Office at (207) 685-4983 or [towmanager@waynemaine.org](mailto:towmanager@waynemaine.org).

**Nominations Papers** will be available from the Town Clerk for a number of positions on **March 2<sup>nd</sup>, 2018**. The following positions will be vacant June 30<sup>th</sup>, 2018: two Board of Selectmen (3-Year term, Term Expires 2021); one Board of Selectmen (2-Year term remaining, Term Expires 2020); four Budget Committee (5-Year term, Term Expires 2023); one RSU Board of Directors (3-Year term, Term Expires 2021); and one Local School Committee (3-Year term, Term Expires 2021); seats are available. All nomination papers are due to the Town Clerk on **Friday April 13, 2018**.

This month the **Board of Selectmen** will be meeting on **March 6** and **March 20** at **6:30 PM** at the Wayne Elementary School Gymnasium.

This month the **Budget Committee** will be meeting on **March 13** and **March 27** at **6:00 PM** at the Wayne Elementary School Gymnasium.

**A Joint District Selectboards and RSU Board of Directors** will be meeting **March 7** at **6:00 PM** at the Maranacook High School Student Center to discuss the school budget.

This month the **Planning Board** will be meeting on **March 7** at **7:00 PM** at the Wayne Town Office.

The Town's **Assessor Agent** Matt Caldwell from RJD Appraisal will be available by appointment on **Monday March 26, 2018** from **8:00 AM** to **4:00 PM** to answer any questions you might have about your assessment or tax bill. Please contact, the Town Office to schedule an appointment.

Your third and final installments of **property taxes** are due by **Monday April 2nd, 2018** at **5:30 PM**. Interest will begin to accrue on April 3rd, 2018 at 7% per annum.