

# Town of Wayne Selectboard

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

## Meeting Agenda

**Date:** Tuesday February 20, 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 6, 2018.**

Manager Recommendation: Move the Board to approve the Selectboard meeting minutes for February 6, 2018.

**Warrants.**

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

Manager Recommendation: Move the Board to approve Payroll Warrant #36 in the amount of \$ \_\_\_\_\_.

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

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #37 in the amount of \$ \_\_\_\_\_.

**Business Agenda.**

- a. **Authorize the Town Manager to sign Agreement between State of Maine, Department of Public Safety and Town of Wayne for Public Safety Law Enforcement Dispatch.**

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

- b. **Discuss Highway Contracting Services.**

Manager Recommendation: Take any action deemed necessary

- c. **Discuss Wayne Village. (Jon Lamarche)**

Manager Recommendation: Take any action deemed necessary

- d. **Discuss Recycling Options (Trent Emery)**

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 6, 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

# Town of Wayne, Maine

PSAP & Dispatch Services  
FY 2018-2019

**Somerset County  
Communication Center  
Skowhegan, ME**  
FY 2015-2016  
\$2.10 per capita x 1,189 (2010 Census) = \$2,497  
FY 2016-2017  
\$2.10 per capita x 1,189 (2010 Census) = \$2,497  
FY 2017-2018  
\$2.20 per capita x 1,189 (2010 Census) = \$2,616  
FY 2018-2019  
\$#.## per capita x 1,189 (2010 Census) = \$#.###

**Public Safety Answering Point (PSAP)**  
• Dial 911

**Central Maine Regional Communication Center**  
**Augusta, ME**  
FY 2015-2016  
\$7,916  
FY 2016-2017  
\$6,795.00  
FY 2017-2018  
\$6,847.00  
FY 2018-2019  
\$6,928.00

**Law Enforcement Rural Patrol Dispatch**  
• Kennebec Sheriff's Office

**Winthrop Communication Center**  
**Winthrop, ME**  
FY 2015-2016  
\$1.85 per capita x 1,189 (2010 Census) = \$2,197  
FY 2016-2017  
\$1.94 per capita x 1,189 (2010 Census) = \$2,307  
FY 2017-2018  
\$2.04 per capita x 1,189 (2010 Census) = \$2,426  
FY 2018-2019  
\$#.## per capita x 1,189 (2010 Census) = \$#.###

**Fire/ Ambulance Dispatch**  
• Wayne Fire Department  
• Winthrop Ambulance

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

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

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

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

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

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

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

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

3. The Town shall pay to the Department a fee for Public Safety Law Enforcement dispatch services pursuant to the Local Jurisdiction Fee Schedule as developed and approved by the Maine Communications System Policy Board. For purposes of determining the total annual fee of \$6,928.00, for the Town of Wayne during the period commencing July 1, 2018, and ending June 30, 2019, the census population data of 1,166, and dispatched call volume for 2017 of 291 for the local jurisdiction has been used. The census data population number is subject to revision at the time of any extended term of this Agreement, and shall be set forth in any amendment to the Agreement. The Department shall invoice the Town quarterly.

4. The term of this Agreement shall be twelve (12) months commencing July 1, 2018, and ending June 30, 2019. The Town may extend the term of the Agreement on the same terms and conditions for an additional twelve (12) month period by giving the Department written notice of such request sixty (60) days prior to the expiration of this Agreement. Any extension of the term of this Agreement must be approved by both Parties in writing as an amendment to the Agreement.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Dated: \_\_\_\_\_

DEPARTMENT OF PUBLIC SAFETY

\_\_\_\_\_  
By: John E. Morris

Title: Commissioner

Dated: \_\_\_\_\_

TOWN OF WAYNE

\_\_\_\_\_  
By: \_\_\_\_\_

Title: \_\_\_\_\_

ATTACHMENT "A"

SPECIFICATIONS OF SERVICES TO BE PERFORMED

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

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

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

**AGREEMENT FOR HIGHWAY MAINTENANCE SERVICES**  
**3-Year Contract**

1. **PARTIES:** This Contract is between the Town of Clinton (also referred to as “we” or “our” or the “Town”) and T. H. Gerow of Clinton, Maine (referred to as “you” or Contractor”). When this Contract refers to you, it also includes your officers, agents, and employees.

2. **SUBJECT:** The subject of this Contract is the maintenance of the public ways of the Town of Clinton.

3. **INDEPENDENT CONTRACTOR:** Throughout the performance of this Contract you are acting in independent capacity and not as an officer, employee, or agent of the Town of Clinton, Maine. Additional personnel needed by you to fulfill your duties under this Contract shall be employed or retained by you, and you are solely responsible for complying with all applicable state and federal laws, including but not limited to: workers compensation law, employment security law, and minimum wage and hours laws. As an independent contractor, you are also responsible for maintaining your vehicles and equipment in a safe and legal condition.

4. **DEFINITIONS:** Except as defined below, all words and terms used in this Contract have their ordinary meaning.

5. **TERM OF CONTRACT:** This Contract is in effect from July 1, 2017, to           
June 30, 2020 unless sooner terminated in accordance with Sections 12 or 13.

6. **YOUR DUTIES:** The Contractor shall perform and complete in a good and workmanlike manner all work required in connection with the following duties:

1. Emergency Response: Roadway or culvert with urgent need of damage repair (i.e., sinkhole or washout, pothole complaint).

2. Winter Maintenance:

(1) snow and ice removal on public ways and parking areas, including plowing and sanding, at Town properties: Town Office parking lot, Fire Station, Transfer Station, Library and Old Mill Park. The Town Office parking lot will need to be plowed and sanded by 7:30 a.m. on weekdays. In the event there is a function in the Banquet Hall on the weekend, the Municipal parking lot may need to be plowed and sanded. The Town Office has a calendar of events. The Fire Station and access for the Police Department will need to be kept open to allow emergency vehicles to exit and enter the parking lots. The Library driveway and parking area on the side and in front of the library will need to be plowed and sanded prior to the opening of the library for business. (Includes Saturday but not

Sunday). The Transfer Station will need to be plowed and sanded by 6:00 a.m. during business hours. (Wednesday through Saturday)

[Special Performance Standard: During Winter storms, the Contractor shall be attentive to clearing and maintaining the access ways for emergency response vehicles at the Fire and Police Departments.]

- (2) snow removal in the Village District – removal of snow banks and snow piles.

[Special Performance Standard: The Contractor shall remove snow banks and snow piles along the sides of streets in the Village District as required to maintain unobstructed streets, sidewalks, and drainage systems in the Village District and to prevent ice hazards in the public ways in the Village District. The Contractor shall be responsible for the removal and transportation of such snow and ice to the location designated and provided by the Town on Town property off the Old Leonard Mills Road.]

- (3) snow and ice removal for sidewalk areas located within the Village District, including plowing and sanding within 48 hours after the storm ends. In the event of a severe snow or ice storm, the 48 hour requirement may be extended.
- (4) snow and ice removal from drainage ditches, culverts, and catch basins as required to remedy or prevent obstruction to drainage systems.

3. Drainage Maintenance:

- (1) clean-outs and repairs of ditches, culverts, and catch basins.

[Special Performance Standard: The Contractor shall clean and remove debris, vegetation, and/or ice and snow from ditches, culverts, and catch basins to provide safe, unobstructed drainage for highway surface and natural roadside runoffs and ditches. Such maintenance services are deemed to be routine where earth moving equipment is not required.]

[NOTE: When earth-moving equipment is utilized, the following duties of the Contractor are “additional services” under Section 7.C. of this Contract, for which the Town remits compensation as an “extra” outside the annual amount payable under this Contract.

- (2) shoulder grading and ditch rip-rap, as required.
- (3) roadway culvert installation (replacement, re-setting, lining) as required.

- (4) driveway culvert installation (driveway entrance permits).
- (5) highway ditch or drainage system construction and reconstruction.

4. Gravel-road Maintenance:

- (1) filling of potholes and ruts.
- (2) roadway grading.
- (3) application of liquid calcium chloride to gravel roads, as necessary for control of excessive dust.

[Special Performance Standard: The Contractor shall grade all municipal aggregate roads as needed to keep such roads in a reasonably passable and safe condition until it is no longer reasonable to grade the roads due to snow cover. Roadway grading must occur at least twice annually: the first grading completion before June 1, and the second before November 1. Contractor shall deliver, apply, and spread gravel as needed to keep all municipal aggregate roads in a reasonably passable and safe condition.]

5. Asphalt Maintenance: pot hole patching and minor repair of Town ways.

[Special Performance Standard: Town roads and parking lots must be clear of hazardous pot holes, cracks, ruts, and wash-outs. A hazardous condition must be repaired within 24 hours of notification by the Town to the Contractor.]

6. Vegetation Control:

- (1) grass and weed mowing.
- (2) brush cutting.

[Special Performance Standard: The Contractor shall cut and remove any brush in the municipal road right-of-way which interferes with vehicular traffic or which may obstruct a driver's sight. No chemical shall be used to control grass, weeds, brush, or other vegetation without prior approval of the Town. The Contractor shall cut grass and control weeds growing in the municipal road rights-of-way. The Contractor shall perform mowing up to eight feet from the road shoulder on both sides of the road-between July 1 and September 1. Road widths attached.

7. Sidewalk Maintenance: repair or patch hazardous holes and defects in sidewalks areas of the Village District.

8. Sand Removal: (Spring) sweeping of streets and sidewalks and road intersections.

[Special Performance Standard: The Contractor will remove sand from the public streets in the Village District, as well as from road intersections where accumulated sand causes an unsafe condition for vehicle operation, as soon as weather permits in the Spring.]

9. Pavement Line Markings: painting crosswalks and walk areas in Village District.

[Special Performance Standard: The Contractor shall paint the safety crosswalk and walk areas in July or August.]

10. Signage Management:

- (1) replace and repair traffic signs; and,
- (2) place road posting signs

[Special Performance Standard: The Contractor shall promptly repair or replace any traffic controls signs that it knows, or has reason to know, are down or damaged to the point that the functionality of the sign is significantly impaired.]

11. Debris Removal: clearing the public ways of hazardous road debris, including vehicle parts, tree limbs, rocks, solid waste, and large animal corpses.

[Special Performance Standard: When the Contractor has knowledge about hazardous debris being on the road, the Contractor shall promptly act to remove debris to maintain the traveled lanes, shoulder, and roadsides in a safe and unobstructed condition.]

12. General Administration:

- (1) inspection of highways

[Special Performance Standard: The Contractor is responsible for monitoring and managing the maintenance of the Town's roads to insure those roads remain in a safe and passable condition.]

- (2) purchase of materials

[NOTE: The Town is responsible for the cost of purchasing the materials utilized in highway maintenance activities under Section 7.B. of this Contract.]

- (3) over-sight or supervision of contractor work

(4) traffic control and safety for highway work (flagging, barriers, signage, as needed.) All traffic control work done per MUTCD Part 6 relative to safety apparel, signs, cones, flaggers, etc.

[Special Performance Standard: The Contractor alone shall be responsible for safety and security at construction sites and when working in or adjacent to public highways. The Contractor is solely responsible for traffic control at the locations of, and while engaged in, highway services. The Contractor is responsible for contacting Dig Safe prior to any excavation, and no excavation is authorized until Dig Safe has marked all existing utilities, or has cleared, the area.]

13. Trash/Recycling from the Municipal Building, Brown Memorial Library and Old Mill Park will be picked up and taken to the Transfer Station weekly.

7. **OUR DUTIES:**

A. Monthly Installment Payments:

The Town will pay an annual total of \$110,000.00 ("the annual amount payable under this Contract") for your highway maintenance services, in twelve (12) equal monthly installments, with each installment due on or before the 20th day of each month.

This installment scheduled of payments may be modified on the event of termination (see Sections 12 and 13) or by mutual written agreement of the parties (see Section 17).

B. Materials.

The Town is responsible for the cost of certain materials utilized in highway maintenance activities, which materials are specified by type and allowance amount, as follows:

	<u>Type of Material</u>	<u>Allowance Amount</u>
(1)	Culvert	\$ 4,000
(2)	Cold Patch/Asphalt Mix	\$ 5,000
(3)	Crosswalk Striping	\$ 400
(4)	Road Signs	\$ 1,000
(5)	Gravel/Rip-rap	\$11,000
(6)	Calcium (includes winter/snowplowing maintenance contract)	\$12,000
(7)	Salt (includes winter/snowplowing contract)	\$30,000

Materials purchased by the Town from a Vendor must be ordered by the Town. Materials purchased by the Town from the Contractor will be paid by the Town upon receipt of a separate invoice from Contractor. The Contractor is responsible

for the pick-up, proper storage, and delivery of such materials to the job site or place of application.

C. Additional Services (Ditching and Culvert Projects).

The Town is responsible for the cost of all projects involving the installation or replacement of highway and driveway culverts when earth moving equipment is required. The Town is also responsible for the cost of all projects involving the construction or reconstruction of highway ditches or drainage systems when earth moving equipment is used. The Town will remit payment for such culvert and ditching projects upon the separate invoice of the Contractor. The Contractor agrees to accept compensation for these services according to the "Labor Reimbursement and Private Equipment Rules" schedule compiled and published annually by the Maine Department of Transportation. The Contractor is authorized to perform emergency repairs or replacements of highway ditching, culverts, and drainage systems, as well as the routine installations of driveway culverts, as required. The Town must approve, in advance, all non-emergency projects involving highway ditching, drainage systems, and culverts.

8. **EQUIPMENT:** Contractor will be solely responsible for supplying, storing, maintaining, and replacing any and all equipment that is necessary for implementing the services under this Contract. The Town will not supply, nor will it pay for any repairs, or maintenance or replacement of, or purchase of new, equipment. Minimum required equipment: At a minimum, Contractor agrees to furnish: a 14-yard, or greater, dump truck, a bucket loader; an excavator; a grader; a 1-ton or pick-up truck equipped with front plow and sander; a tractor equipped with a plow of suitable size for sidewalk snow maintenance, and sand spreader; and, a tractor equipped with accessories required for road mowing and brush cutting.

9. **PERFORMANCE GUARANTEE:** You must furnish a performance bond, satisfactory to the Town, in an amount equal to 100 % of the total Contract Price. (The Contract Price is \$110,000, so the bond must be in the amount of at least \$110,000.) This bond must be obtained by you within 30 days after this Contract is signed by you. The purpose of the performance bond is to make money available to the Town in the event that you do not complete all or part of your contractual duties. That money will be used to complete the work under this Contract.

109. **INSURANCE:** You agree to maintain throughout the term of this Contract liability insurance in the amount of \$ 1,000,000.00 for personal injury, death, and property damages resulting from your acts or omissions in the performance of this contract. Upon request, you must provide proof of insurance to the Town. The Town and its officers, employees, and agents shall be additional named insured's under this insurance coverage.

11. **BILLS AND CLAIMS:** With the exception of the purchase cost of highway materials as specified in Section 7. B. above, as an independent contractor, you are responsible for all bills and claims for labor, material, equipment, fuel, and other items which are incurred in the performance of this Contract. The Town will not pay such bills or claims.

12. **ASSIGNMENT:** You may not sell, transfer, or otherwise assign your duties under this Contract to any other person or entity without the written consent of the Selectmen.

13. **BREACH OF CONTRACT:** If you fail to perform according to the terms of this Contract in the time and in the manner specified, that failure is a breach of Contract. In the event of a breach, the Town, through its town manager, shall provide you with a written notice stating the nature of the breach and the amount of time you have to perform or complete the work. In the event that you are unable or unwilling to perform your duties in the time stated in the notice, the Selectmen have the following options from which they may select at their sole discretion:

- (A) Terminate the Contract. We may terminate this Contract by sending you a written notice of the reason for termination. You will be paid for all work which is satisfactorily done by that time, but the remainder of the money due under this Contract may be used to hire another person or agency to perform the work. In addition, we may use money from your bond (or other performance guarantee) to cover the costs of performing this Contract.
- (B) Substitution. We may hire a substitute contractor to perform your duties for any period of time we deem necessary. This substitute will be paid with money from your bond, or from the remainder of money due you (but unearned) according to installment schedule, or both.
- (C) Other remedies. In addition or in the alternative, we also may seek any other legal or equitable remedy available to enforce this Contract. In the event that we bring suit against you to enforce this Contract and prevail on your claim, you will reimburse our costs and attorney's fees incurred in that action.

The foregoing options are not exclusive of one another; we may use any or all of them or a combination of them.

14. **TERMINATION BY MUTUAL AGREEMENT:** The parties may agree in writing to terminate this Contract by mutual consent.

15. **INDEMNIFICATION AND HOLD HARMLESS:** You agree to defend, indemnify, and hold the Town, and its officers, employees, and agents, harmless from any claims for death, personal injury, property damage, or other loss resulting from your acts or omissions in the performance of this Contract. In the event that such a claim is made against us, you will pay any legal fees incurred to defend us, and you will pay any amount (indemnify) for which we are held liable.

16. **SUPERVISION AND CONTROL:** As an independent contractor, you have the right and duty to supervise your own employees, agents, and equipment. The Town Manager and/or Road Commissioner, has the right to inspect your activities under this contract and will notify you of problems, inadequacies, or non-performance. The Town's Board of Selectmen determines whether your performance is satisfactory under this Contract.

17. **RENEWAL.**

At the expiration of this contract, Contractor shall have the option to renew, with the consent of the Board of Selectmen, at which time, the Contractor has the right to negotiate a yearly cost increase, if any.

18. **NOTICE AND CONTACT:** The following persons are available and authorized to accept notices (written or oral), calls, and orders:

(a) Town Manager and/or Road Commissioner for the Town of Clinton  
27 Baker Street, Clinton, ME 04927  
Phone: (207) 426-8511; email: [clintontm@roadrunner.com](mailto:clintontm@roadrunner.com)

(b) Timothy Gerow for the Contractor: T. H. Gerow

Phone: (207)649-7088; email: [thgerow@yahoo.com](mailto:thgerow@yahoo.com)

17. **AMENDMENT, SEVERABILITY, JURISDICTION:** This Contract can be amended only by written consent of the parties. If any part of this Contract is declared by a Court to be void or unenforceable, the remaining provisions will continue in full force and effect. This Contract is governed by the laws of the State of Maine.

IN WITNESS WHEREOF, the parties or their duly authorized agents execute this Contract on this 24<sup>th</sup> day of January, 2017.

Pamela M Violette  
Witness

Timothy H Gerow  
[Contractor]

Pamela M Violette  
Witness

[Signature]  
Selectman

[Signature]  
Selectmen

Ronnie Fanning  
Selectmen

Bruce Bedford  
Selectmen

\_\_\_\_\_  
Selectmen

**Bid Sheet Submittal Form**  
**Town of Clinton**  
**Highway Maintenance Services**  
**3- Year Contract**

The Town of Clinton is soliciting bids for Highway Maintenance Services in the maintenance of public ways for year round service. Contract will be effective July 1, 2017 through June 30, 2020.

Price:	Year 1	\$ 110,000 <sup>00</sup>
	Year 2	\$ 110,000 <sup>00</sup>
	Year 3	\$ 110,000 <sup>00</sup>

Contractor Name: T. H. Gerow Trucking

Contractor Address: 294 Hill Rd PO Box 457 Clinton, ME 04927

Contractor Telephone: 649-7088

Signed: Timothy H Gerow

By: Timothy H Gerow

Title: Owner



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

March 10, 2014

Dear Contractor:

The Town of Readfield is planning several road maintenance and minor reconstruction projects for this spring, summer and fall. According to the Town's purchasing policy, any project over \$5,000 in value will go out to bid. For projects valued from \$1,000 to \$4,999 the Town may seek written quotes for specific jobs or may hire equipment and labor, and buy materials according to quoted rates. If your firm would like the opportunity to be considered for contracted work for the Town this year, please fill out the attached Contractor's Equipment Rates sheets and return them to the Town Office. Also, please add any specialized equipment or services from your firm that might not be included on the equipment rates sheets, and whether you would like to be contacted for quotes on specific projects.

If contracted on an hourly basis, the prices given from your firm will be used for the 2014 calendar year unless otherwise specified on the rates sheets and approved by the Town Manager. The Town looks for the best available value in services for any project, and will take factors such as rates, quotes, scheduling, and prior experience into consideration when selecting contractors for different tasks.

The Town requires evidence of appropriate and up-to-date insurance coverage for all potential contractors, and evidence that all personal property has been correctly listed and related taxes paid in full to the town where each business is located. When applicable for specific jobs, contractors also must show evidence of appropriate training and certification for employees, such as for traffic control and DOT or DEP best management practices.

As some tasks might start as soon as weather permits this spring, please submit your rates for consideration as soon as possible.

Thank you very much, and please feel free to call me with any questions. I look forward to the possibility of working together for the Town of Readfield this year.

Stefan Pakulski  
Town Manager

# Contractor's Labor, Material, & Equipment Rates 2018

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

Mailing Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

SS#:/Employer ID #: \_\_\_\_\_

Business Name: \_\_\_\_\_ Tel #: W) \_\_\_\_\_ H) \_\_\_\_\_

\*\*\*\*\*

***Equipment:***                      ***Age & Size:***                      ***\$/Hr. incl. Operator:***

Backhoe  
\_\_\_\_\_  
\_\_\_\_\_

Bulldozer  
\_\_\_\_\_  
\_\_\_\_\_

Dump Truck(s)  
\_\_\_\_\_  
\_\_\_\_\_

Other Truck(s)  
\_\_\_\_\_  
\_\_\_\_\_

Loader(s)  
\_\_\_\_\_  
\_\_\_\_\_

Skidsteer  
\_\_\_\_\_  
\_\_\_\_\_

# Contractor's Labor, Material, & Equipment Rates 2018

Equipment:                      Age & Size:                      \$/Hr. incl. Operator:

Pick-up Truck(s)

---

---

---

Grader

---

---

Excavator(s)/Lag

---

---

Excavator/Rubber-tired

---

---

Chainsaw

---

---

Chipper

---

---

Vibrator/Roller(s)

---

---

Vibrating Screen

---

---

Hand Compactor

---

---

Other

---



# Contractor's Labor, Material, & Equipment Rates 2018

## Insurance Information:

**A. Liability:**        \_\_\_ Yes        \_\_\_ No

Agent & Company: \_\_\_\_\_

Policy Expiration Date: \_\_\_\_\_

**B. Worker's Comp:**    \_\_\_ Yes        \_\_\_ No

Agent & Company: \_\_\_\_\_

Policy Expiration Date: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

Please attach evidence of correct personal property listings and related tax payments to the town where your business is located.

Prior to work on any specific contract, please also provide evidence of required certifications and relevant trainings for any employees who would be involved.

**Contacts:**        Eric Dyer - Town Manager/Road Commissioner  
                     Bruce Chandler - Maintenance/Deputy Road Commissioner  
                     8 Old Kents Hill Road  
                     Readfield, ME 04355

Tel. #: 685-4939

FAX: 685-3420

Emails: [readfield.tmgr@roadrunner.com](mailto:readfield.tmgr@roadrunner.com)

[bchandler@readfieldmsine.org](mailto:bchandler@readfieldmsine.org)

## Wayne Town Manager

---

**From:** Carey, Phil <Phil.Carey@maine.gov>  
**Sent:** Tuesday, February 06, 2018 2:19 PM  
**To:** townmanager@waynemaine.org  
**Cc:** Holden, TerryAnn  
**Subject:** Downtown Plan Definition

Hi Aaron,

Thank you for your inquiry about the definition of "downtown plan". My understanding is that you are applying to DECD for a Micro Enterprise Assistance Grant, and you want to assess whether the village plan prepared for Wayne by Brian Kent constitutes a "downtown plan" for the purposes of that grant program.

We assist DECD in the review of applications for municipal downtown tax increment finance districts (TIFs). In that work, we use two definitions to guide our review. The first is the definition for "Downtown redevelopment plan", found in Title 30-A, Section 522:

**"Downtown redevelopment plan" means a document adopted by a municipal legislative body that describes the municipality's comprehensive plan for the physical and economic redevelopment of its downtown.**

The second, for "Downtown" is found in section 1(B) of DECD's Municipal TIF Rule:

**"Downtown" means the traditional central business district of a community that has served as the center of socioeconomic interaction in the community, characterized by a cohesive core of commercial and mixed-use buildings, often interspersed with civic, religious and residential buildings and public spaces, that are typically arranged along a main street and intersecting side streets and served by public infrastructure.**

I do not know whether DECD applies the same definitions in the context of its Micro Enterprise Assistance Grant Program – I suggest you consult with the program administrator on this point.

Thanks,  
Phil

## Wayne Town Manager

---

**From:** Holden, TerryAnn <TerryAnn.Holden@maine.gov>  
**Sent:** Tuesday, February 06, 2018 2:22 PM  
**To:** Carey, Phil; townmanager@waynemaine.org  
**Subject:** RE: Downtown Plan Definition

Good afternoon,

For the Micro-Enterprise Assistance program a downtown plan is not required. In the case of the application for the Hall façade we don't need it. However, for the larger Downtown Revitalization grant a community would need a downtown plan. Thank you!

*Terry Ann Holden*

*Office of Community Development*

*59 SHS*

*Augusta ME 04333-0059*

*207-624-9814*

**From:** Carey, Phil  
**Sent:** Tuesday, February 06, 2018 2:19 PM  
**To:** [townmanager@waynemaine.org](mailto:townmanager@waynemaine.org)  
**Cc:** Holden, TerryAnn <TerryAnn.Holden@maine.gov>  
**Subject:** Downtown Plan Definition

Hi Aaron,

Thank you for your inquiry about the definition of "downtown plan". My understanding is that you are applying to DECD for a Micro Enterprise Assistance Grant, and you want to assess whether the village plan prepared for Wayne by Brian Kent constitutes a "downtown plan" for the purposes of that grant program.

We assist DECD in the review of applications for municipal downtown tax increment finance districts (TIFs). In that work, we use two definitions to guide our review. The first is the definition for "Downtown redevelopment plan", found in Title 30-A, Section 522:

**"Downtown redevelopment plan" means a document adopted by a municipal legislative body that describes the municipality's comprehensive plan for the physical and economic redevelopment of its downtown.**

The second, for "Downtown" is found in section 1(B) of DECD's Municipal TIF Rule:

**"Downtown" means the traditional central business district of a community that has served as the center of socioeconomic interaction in the community, characterized by a cohesive core of commercial and mixed-use buildings, often interspersed with civic, religious and residential buildings and public spaces, that are typically arranged along a main street and intersecting side streets and served by public infrastructure.**

I do not know whether DECD applies the same definitions in the context of its Micro Enterprise Assistance Grant Program – I suggest you consult with the program administrator on this point.

Thanks,  
Phil

# 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>169,608.13</b>	<b>58,197.87</b>	<b>74.45</b>
<b>01 - Salaries</b>	<b>159,489.00</b>	<b>100,273.19</b>	<b>59,215.81</b>	<b>62.87</b>
01 - Selectmen	7,162.00	3,581.10	3,580.90	50.00
05 - Town Manager	50,000.00	31,719.60	18,280.40	63.44
15 - Treasurer	3,000.00	1,500.00	1,500.00	50.00
20 - Tax Collector	22,686.00	14,506.40	8,179.60	63.94
25 - Town Clerk	23,532.00	15,870.66	7,661.34	67.44
35 - Meeting Clerk	603.00	0.00	603.00	0.00
70 - Med/Fica	8,184.00	5,139.00	3,045.00	62.79
75 - Health Insurance	38,561.00	25,917.87	12,643.13	67.21
80 - Retirement	4,811.00	1,562.48	3,248.52	32.48
81 - Income Protection plan	950.00	476.08	473.92	50.11
<b>02 - Operating Expense</b>	<b>21,861.00</b>	<b>21,774.57</b>	<b>86.43</b>	<b>99.60</b>
01 - Office Expense	3,000.00	2,800.05	199.95	93.34
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>1,657.91</b>	<b>842.09</b>	<b>66.32</b>
01 - Telephone	2,500.00	1,657.91	842.09	66.32
<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>21,270.95</b>	<b>33,800.05</b>	<b>38.62</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>16,157.54</b>	<b>23,842.46</b>	<b>40.39</b>
60 - Fire Operations	22,000.00	11,577.96	10,422.04	52.63
61 - Fire Communications	4,000.00	1,786.62	2,213.38	44.67
62 - Fire Equipment	14,000.00	2,792.96	11,207.04	19.95
<b>105 - Assessing</b>	<b>22,800.00</b>	<b>17,800.00</b>	<b>5,000.00</b>	<b>78.07</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>16,000.00</b>	<b>5,000.00</b>	<b>76.19</b>
30 - Assessing/Mapping	15,000.00	16,000.00	-1,000.00	106.67
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>8,574.22</b>	<b>4,939.78</b>	<b>63.45</b>
<b>01 - Salaries</b>	<b>12,514.00</b>	<b>8,429.22</b>	<b>4,084.78</b>	<b>67.36</b>
56 - Code Enforcement Officer	11,625.00	7,732.62	3,892.38	66.52
70 - Med/Fica	889.00	696.60	192.40	78.36
<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 CONT'D</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>66,400.36</b>	<b>14,775.64</b>	<b>81.80</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>66,400.36</b>	<b>13,275.64</b>	<b>83.34</b>
65 - Transfer Station Operations	73,774.00	62,957.55	10,816.45	85.34
66 - Transfer Station CIP	5,902.00	3,442.81	2,459.19	58.33
<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 Watershed	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>1,447,905.32</b>	<b>731,368.68</b>	<b>66.44</b>
<b>60 - Intergovernment</b>	<b>2,179,274.00</b>	<b>1,447,905.32</b>	<b>731,368.68</b>	<b>66.44</b>
15 - RSU #38	2,179,274.00	1,447,905.32	731,368.68	66.44
<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>669.01</b>	<b>1,830.99</b>	<b>26.76</b>
<b>65 - Unclassified</b>	<b>2,500.00</b>	<b>669.01</b>	<b>1,830.99</b>	<b>26.76</b>
01 - Contigent	2,500.00	669.01	1,830.99	26.76
<b>Final Totals</b>	<b>3,484,285.00</b>	<b>2,504,877.20</b>	<b>979,407.80</b>	<b>71.89</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>3,121,088.81</b>	<b>-2,679,620.81</b>	<b>706.98</b>
01 - Banking Interest	1,000.00	210.73	789.27	21.07
03 - Lien costs	5,000.00	1,858.72	3,141.28	37.17
04 - Interest on taxes	12,000.00	5,924.13	6,075.87	49.37
05 - MV Agent fees	5,000.00	2,777.00	2,223.00	55.54
06 - IFW Agent fees	1,000.00	279.00	721.00	27.90
07 - Motor Vehicle excise	250,000.00	149,971.22	100,028.78	59.99
08 - Boat Excise	5,000.00	1,160.60	3,839.40	23.21
09 - Vitals	500.00	487.80	12.20	97.56
13 - Cable TV Franchise	5,000.00	0.00	5,000.00	0.00
14 - Misc revenue	5,000.00	352.52	4,647.48	7.05
15 - Surplus	100,000.00	0.00	100,000.00	0.00
20 - Insurance Dividends/Reimbusem	0.00	1,047.00	-1,047.00	----
21 - State revenue sharing	46,968.00	28,112.42	18,855.58	59.85
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>668.00</b>	<b>82.00</b>	<b>89.07</b>
01 - Dog fees	750.00	643.00	107.00	85.73
02 - Dog late fees	0.00	25.00	-25.00	----
<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>3,203,299.97</b>	<b>-2,677,521.97</b>	<b>609.25</b>



# General Ledger Summary Report

Fund(s): ALL  
ALL

Account	Beg Bal	----- Y T D -----			Pending Activity	Balance Net
	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	0.00
309-00 Community Directory	0.00	0.00	5.00	5.00	0.00	5.00
310-01 BMV	1,401.88	55,881.22	56,457.19	575.97	-914.35	1,063.50
310-03 State Vital Fees	53.60	65.20	65.20	0.00	0.00	53.60
310-15 IFW	-19.00	9,115.33	9,742.28	626.95	0.00	607.95
310-30 Dog License State	0.40	757.00	846.00	89.00	0.00	89.40
310-35 State Plumbing Fee 25%	566.25	1,470.00	398.75	-1,071.25	0.00	-505.00
310-36 DEP Plumbing Fee \$15.00	-50.00	45.00	30.00	-15.00	0.00	-65.00
320-00 Accounts Payable	19,290.34	19,290.34	1,497.03	-17,793.31	-1,497.03	0.00
320-05 LPI Plumbing Fee 75%	-221.25	1,372.50	1,296.25	-76.25	0.00	-297.50
330-10 Federal withholding	0.00	26,493.96	26,493.96	0.00	0.00	0.00
330-15 Fica withholding	0.00	0.00	0.00	0.00	0.00	0.00
330-20 Medicare withholding	0.00	0.00	0.00	0.00	0.00	0.00
330-25 State withholding	0.00	829.97	829.97	0.00	0.00	0.00
330-30 Medical withholding	0.00	0.00	0.00	0.00	0.00	0.00
330-31 Vision Withholding	0.00	0.00	0.00	0.00	0.00	0.00
330-40 Retirement withholding	0.00	3,208.01	3,208.01	0.00	0.00	0.00
330-50 MMEHT with holding	-64.91	4,006.29	4,140.15	133.86	-347.11	-278.16
400-00 Deferred Tax Revenues	114,904.00	0.00	0.00	0.00	0.00	114,904.00
<b>Fund Balance</b>	<b>744,173.96</b>	<b>6,102,537.93</b>	<b>6,840,736.13</b>	<b>738,198.20</b>	<b>0.00</b>	<b>1,482,372.16</b>
500-00 Expense control	0.00	2,608,328.93	3,627,512.16	1,019,183.23	0.00	1,019,183.23
510-00 Revenue control	0.00	535,702.00	3,213,223.97	2,677,521.97	0.00	2,677,521.97
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>126,271.11</b>	<b>126,271.11</b>	<b>0.00</b>	<b>-1,966.02</b>	<b>-1,966.02</b>
199-01 Due to/from	1,531.89	57,272.09	68,999.02	-11,726.93	-1,966.02	-12,161.06
<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>68,999.02</b>	<b>57,272.09</b>	<b>-11,726.93</b>	<b>0.00</b>	<b>-10,195.04</b>
500-00 Expense Control	0.00	68,999.02	1,004.95	-67,994.07	0.00	-67,994.07
510-00 Revenue Control	0.00	0.00	56,267.14	56,267.14	0.00	56,267.14
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>112,809.16</b>	<b>112,809.16</b>	<b>0.00</b>	<b>-254.33</b>	<b>-254.33</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	56,478.66	56,330.50	148.16	-254.33	12,663.47

# General Ledger Summary Report

Fund(s): ALL  
ALL

Account	Beg Bal	----- Y T D -----		Pending	Balance	
	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>56,330.50</b>	<b>56,478.66</b>	<b>148.16</b>	<b>0.00</b>	<b>14,839.03</b>
500-00 Expense Control	0.00	56,330.50	6,304.66	-50,025.84	0.00	-50,025.84
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>Assets</b>	<b>0.00</b>	<b>1,019,673.72</b>	<b>1,019,673.72</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</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	355,000.00	307,905.16	47,094.84	0.00	404,876.07
<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>711,768.56</b>	<b>47,094.84</b>	<b>0.00</b>	<b>477,959.41</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	626,179.04	410,589.52	0.00	410,589.52
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 Equipment	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>						
	0.00	3,654.95	3,654.95	0.00	0.00	0.00
<b>Assets</b>	<b>83,569.91</b>	<b>1,500.00</b>	<b>2,154.95</b>	<b>-654.95</b>	<b>0.00</b>	<b>82,914.96</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 WAFUCU 25542-ID 00	25.04	0.00	0.00	0.00	0.00	25.04
106-00 Ladd WAFUCU 25542-ID 10 CD	14,937.15	0.00	0.00	0.00	0.00	14,937.15
107-00 Ladd WAFUCU 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	1,500.00	2,154.95	-654.95	0.00	-1,003.76
<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>2,154.95</b>	<b>1,500.00</b>	<b>-654.95</b>	<b>0.00</b>	<b>82,914.96</b>
500-00 Expense Control	0.00	2,154.95	0.00	-2,154.95	0.00	-2,154.95
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>13,777,150.07</b>	<b>13,777,150.07</b>	<b>0.00</b>	<b>-2,759.99</b>	<b>-2,759.99</b>

## 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.

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