

# Town of Wayne Selectboard

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

## Meeting Agenda

**Date:** Tuesday February 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 January 23, 2018.**

Manager Recommendation: Move the Board to approve the Selectboard meeting minutes for January 23, 2018.

**Warrants.**

- a. **Consider approving Payroll Warrant #34.**

Manager Recommendation: Move the Board to approve Payroll Warrant #34 in the amount of \$ \_\_\_\_\_.

- b. **Consider approving Accounts Payable Warrant #35.**

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #35 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: 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.

- b. **Take any action as a result of executive session.**

- c. **Open Space Committee Update.**

Manager Recommendation: Support the Open Space Committees recommendation to delay proposal/ vote until November 2018.

- d. **Authorize the Town Manager to sign Sustain Wayne Letter of Intent to Apply for CDBG Micro-Enterprise Assistance Grant.**

Manager Recommendation: Authorize the Town Manager to sign Sustain Wayne Letter of Intent to Apply for CDBG Micro-Enterprise Assistance Grant.

- e. **Review and Comment on the "A Plan for Wayne Village at Mill Pond for Sustain Wayne."**

Manager Recommendation: Review and Comment on the "A Plan for Wayne Village at Mill Pond for Sustain Wayne."

- f. **Authorize the Town Manager to sign Professional Services Agreement with Harris Local Government (TRIO) to upgrade TRIO Access to SQL Upgrade.**

Manager Recommendation: Authorize the Town Manager to sign Professional Services Agreement with Harris Local Government (TRIO) to upgrade TRIO Access to SQL Upgrade.

**g. Transfer Station Budget Request**

Manager Recommendation: Review and Discuss Transfer Station Budget Request. Take any necessary action.

**h. Review Highway Services.**

Manager Recommendation: Review Highway Services. Take any necessary action.

**Supplements and Abatements.**

**Town Manager Report.**

**Board Member Reports.**

**Public Comments.**

**Adjourn.**

The next regularly scheduled for **Tuesday February 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 January 23, 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, and Don Welsh. Jonathan Lamarche was absent.

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

Audience: None

**Pledge of Allegiance  
Meeting Minutes**

- a. The Board approved the meeting minutes of the Board of Selectmen for January 9, 2017. (Haines/ Emery) (3/1) (Welsh abstained).

**Warrants**

- b. The Board approved Payroll Warrant #32 in the amount of \$6,848.31. (Welsh/Haines) (4/0).
- c. The Board approved Accounts Payable Warrant #33 in the amount of \$56,493.81. (Emery/Haines) (4/0).

**Business Agenda**

- a. Finalize FY '18-'19 Budget Capital Road Work. Discussion
- b. Review Budget Committee Ordinance.
- c. The Board authorized the Selectman Chair and Town Manager to sign Representation Letter in connection with the audit of the town financial statements. (Haines/Lamarche) (4/0).
- d. Annual Town Report Dedication. Discussed possible candidates.
- e. Spirit of America Award. Discussed possible candidates.
- f. The Board approved a Liquor License Application for the Cary Memorial Library for a benefit dinner at the Williams House February 10. (Welsh/Haines) (4/0).
- g. The Board moved to allow the Town Manager to begin Posting Roads Feb 1<sup>st</sup> through May 18<sup>th</sup>, 2018. (Haines/ Emery) (4/0).

**Abatements/Supplements: None**

**Town Manager Report:**

- a. Town Manager stated that if Gary was planning to resign effective June 30, 2018. He would need to prepare a letter of resignation by March 2, 2018.

**Board Member Reports:**

- b. Gary Kenny asked for an update on the Solar Farm owner's appeal. Town Manager said Matt Caldwell, Assessor, has not yet heard from them.
- c. Stephanie Haines asked for update on finding and Appraisal for the Former Pettengill property, and Town Manager stated he has not yet found an available appraiser.

**Public Comments: None**

**Motion to Adjourn at 7:20 PM. (Haines/Welsh) (4/0).**

The next Select Board Meeting is scheduled for Tuesday, February 6, 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

## Wayne Town Manager

---

**From:** Town Manager <townmanager@waynemaine.org>  
**Sent:** Wednesday, January 31, 2018 6:21 PM  
**To:** Gary Kenny; dwelsh@waynemaine.org; dtwelsh277@gmail.com; gkenny@waynemaine.org; jlamarche@waynemaine.org; jonlamarche@gmail.com; shaines@waynemaine.org; sharradon@gmail.com; emeryfarm@gmail.com; temery@waynemaine.org  
**Subject:** Re: \*\*\*Correction\*\*\* Abatement Appeal Rescheduled -- Tuesday March 6, 2018 at 9:00 AM

Dear Gary:

They rescheduled the hearing to March 6, 2018. The attachment was the original letter.

Aaron

Get [Outlook for iOS](#)

On Wed, Jan 31, 2018 at 5:41 PM -0500, "Gary Kenny" <[gkenny1515@aol.com](mailto:gkenny1515@aol.com)> wrote:

Aaron,,

The attachment shows Feb 6. Can you clarify the date, eliminating all confusion.

Thanks,

Gary

-----Original Message-----

**From:** Wayne Town Manager <[townmanager@waynemaine.org](mailto:townmanager@waynemaine.org)>  
**To:** Don Welsh <[dwelsh@waynemaine.org](mailto:dwelsh@waynemaine.org)>; Don Welsh <[dtwelsh277@gmail.com](mailto:dtwelsh277@gmail.com)>; Gary Kenny <[gkenny@waynemaine.org](mailto:gkenny@waynemaine.org)>; Gary Kenny <[gkenny1515@aol.com](mailto:gkenny1515@aol.com)>; Jon Lamarche <[jlamarche@waynemaine.org](mailto:jlamarche@waynemaine.org)>; 'Jon Lamarche' <[JonLamarche@gmail.com](mailto:JonLamarche@gmail.com)>; Stephanie Haines <[shaines@waynemaine.org](mailto:shaines@waynemaine.org)>; Stephanie Haines <[sharradon@gmail.com](mailto:sharradon@gmail.com)>; Trent Emery <[emeryfarm@gmail.com](mailto:emeryfarm@gmail.com)>; Trent Emery <[temery@waynemaine.org](mailto:temery@waynemaine.org)>  
**Sent:** Tue, Jan 30, 2018 05:19 PM  
**Subject:** FW: \*\*\*Correction\*\*\* Abatement Appeal Rescheduled -- Tuesday March 6, 2018 at 9:00 AM

Dear Board Members:

The County Commissioners scheduled a hearing for the abatement appeal requested by **Sky Ranch Community Solar Farm Llc.** for **Tuesday March 6, 2018 at 9:00 AM** at the County Commissioners office on 125 State Street, Augusta, ME .

Please let me know, if you plan on attending. Thanks.

Sincerely,  
Aaron Chrostowsky

**From:** Wayne Town Manager [<mailto:townmanager@waynemaine.org>]  
**Sent:** Friday, January 26, 2018 2:20 PM  
**To:** Don Welsh; Don Welsh ([dtwelsh277@gmail.com](mailto:dtwelsh277@gmail.com)); Gary Kenny ([gkenny@waynemaine.org](mailto:gkenny@waynemaine.org)); Gary Kenny ([gkenny1515@aol.com](mailto:gkenny1515@aol.com)); Jon Lamarche ([jlamarche@waynemaine.org](mailto:jlamarche@waynemaine.org)); 'Jon Lamarche ([JonLamarche@gmail.com](mailto:JonLamarche@gmail.com))'; Stephanie Haines ([shaines@waynemaine.org](mailto:shaines@waynemaine.org)); Stephanie Haines ([sharradon@gmail.com](mailto:sharradon@gmail.com)); Trent Emery; Trent Emery ([temery@waynemaine.org](mailto:temery@waynemaine.org))  
**Subject:** FW: Scanned Document Attached

Dear Board Members:

The County Commissioners scheduled a hearing for the abatement appeal requested by Sky Ranch Community Solar Farm Llc. for Tuesday Feb 6, 2018 at 9:00 AM at the County Commissioners office on 125 State Street, Augusta, ME .

Please let me know, if you plan on attending. Thanks.

Sincerely,  
Aaron Chrostowsky

---

**From:** [jkatsiaficas@perkinsthompson.com](mailto:jkatsiaficas@perkinsthompson.com) [<mailto:jkatsiaficas@perkinsthompson.com>]  
**Sent:** Friday, January 26, 2018 11:31 AM  
**To:** [townmanager@waynemaine.org](mailto:townmanager@waynemaine.org); [rob@rjdappraisal.com](mailto:rob@rjdappraisal.com)  
**Subject:** Fwd: Scanned Document Attached

Please note that Terry gave us the wrong date. Should be Tuesday Feb 6 at 9 am . Please let me know ASAP if you can be there.

Thanks

Jim

Sent from my iPhone

Begin forwarded message:

**From:** Terry York <[terryyork4@kennebecso.com](mailto:terryyork4@kennebecso.com)>  
**Date:** January 26, 2018 at 11:24:09 AM EST  
**To:** <[jkatsiaficas@perkinsthompson.com](mailto:jkatsiaficas@perkinsthompson.com)>  
**Subject:** FW: Scanned Document Attached

Here you go. Sorry for the confusion, my head was still in Aruba!  
Terry

-----Original Message-----

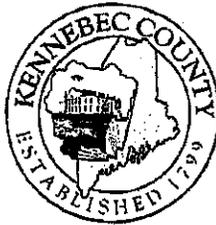
**From:** Xerox 5335 [<mailto:scanner@kennebecso.com>]  
**Sent:** Friday, January 26, 2018 11:26 AM  
**To:** [terryyork4@kennebecso.com](mailto:terryyork4@kennebecso.com)  
**Subject:** Scanned Document Attached

Scanned Document Attached

Number of Images: 36  
Attachment File Type: PDF

**County  
Commissioners**

Kennebec County  
Courthouse



125 State Street  
Augusta, Maine 04330

Tel: 207-622-0971  
Fax: 207-623-4083

January 24, 2018

Aaron Chrostowsky  
Town Manager  
PO Box 400  
Wayne, ME 04284

ATTN: Robert Duplisea, CMA, Assessor Agent

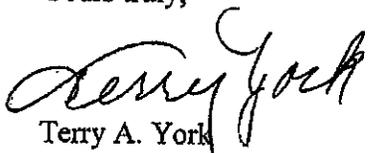
Dear Aaron:

This letter is to confirm that the Assessor Agent and municipal officials will be available to meet with the County Commissioners to hear the tax abatement appeal request by Sky Ranch Community Solar Farm at 9:00 a.m. on February 6, 2018 at the County Commissioners' office 125 State Street Augusta.

I will copy the applicant on this letter so they can be present at the meeting as well.

Thank you for your assistance in setting up this hearing. I have included a copy of the packet submitted by the Solar Farm, please copy Mr. Duplisea on the packet.

Yours truly,

  
Terry A. York  
Asst. County Administrator

CC Preti Flaherty  
Kennebec County Commissioners

District 1

**Patsy G. Crockett**

14 Smith Street, Augusta, Maine 04330  
Res.: 207-623-3641

District 2

**Nancy G. Rines**

P.O. Box 68, South Gardiner, Maine 04359  
Res.: 207-582-1844

District 3

**George M. Jabar II**

1 Center Street, Waterville, Maine 04901  
Res.: 207-873-0781

December 11, 2017

Honorable Kennebec County Commissioners  
125 State Street  
Augusta, ME 04330

**RE: Town of Wayne  
Property Tax Appeal  
Sky Ranch Community Solar Farm**

Dear Commissioners:

I am writing to request that the hearing in the above that is currently scheduled for December 19 be postponed until after January 18, 2018. The appellant's appraiser and chief valuation witness is unfortunately scheduled for a surgery on that date that cannot be delayed.

Thank you very much for your consideration.

Sincerely,



Kristin M. Collins

KMC:ryp

cc: James Katsiaficas, Esq.

12-19-10 AM

Portland, ME  
Augusta, ME  
Concord, NH  
Boston, MA  
Washington, DC

Kristin M. Collins  
kcollins@preti.com  
Direct Dial: 207.791.3292

October 23, 2017

Kennebec County Commissioners  
125 State Street, Second Floor  
Augusta, ME 04330

**RE: Town of Wayne  
Property Tax Appeal  
Sky Ranch Community Solar Farm**

Dear Commissioners:

I am enclosing a property tax appeal which is submitted on behalf of shareholders in the community solar farm located at 241 Morrison Heights Road in the Town of Wayne. The property at issue is assessed as personal property, with the eight shareholders assessed according to their proportionate ownership. Seven of those shareholders are presenting this consolidated appeal.

As noted in the attached, we will be submitting a brief and additional supporting documents to the Commissioners prior to the scheduled appeal hearing. Please contact me if you require anything further.

Sincerely,



Kristin M. Collins

KMC:  
cc: Matt Caldwell, Assessor, Town of Wayne

**APPEAL OF DECISION OF BOARD OF ASSESSORS  
ON APPLICATION FOR ABATEMENT OF PROPERTY TAXES  
(Under M.R.S.A., Title 36 § 841 - 844)**

1. Name of Petitioner Thomas E. Berman, Jean N. Crawford, Robert Foster, Rosanne Graef, Richard E. Reese, Christopher Dumaine, Ian D. Meng
2. Telephone Number: Kristin M. Collins, Esq., tel: 207-791-3292, fax: 207-623-2914
3. Mailing Address of Petitioner: c/o Kristin M. Collins, Esq., Preti Flaherty, 45 Memorial Circle, P.O. Box 1058, Augusta, ME 04330
4. Address or location of property being appealed "Sky Ranch Community Solar Farm," assets located at 241 Morrison Heights Road, Wayne, Maine
5. Tax year for which abatement is requested: 2016
6. Did you file with the Assessors a list of the taxable property in your possession as of the first day of April of this year? Unknown.
7. Current assessed value of property \$137,300 total assessment, assessed in proportionate shares to seven appellant owners as follows:

<u>Name</u>	<u>Share</u>	<u>Value</u>
Thomas E. Berman	14.5%	\$19,900
Jean N. Crawford	10.4%	\$14,300
Robert Foster	16.1%	\$22,100
Rosanne Graef	9.8%	\$13,400
Richard E. Reese	10.4%	\$14,300
Christopher Dumaine	15.5%	\$21,200
Ian D. Meng	13.0%	\$17,800

8. Amount of abatement requested on property \$87,300 reduction in total assessment, rebated in proportionate shares to seven appellant owners as follows:

<u>Name</u>	<u>Share</u>	<u>Reduction</u>	<u>Post-Abatement Value</u>
Thomas E. Berman	14.5%	\$12,659	\$7,241
Jean N. Crawford	10.4%	\$ 9,079	\$5,221
Robert Foster	16.1%	\$14,055	\$8,045
Rosanne Graef	9.8%	\$ 8,555	\$4,845
Richard E. Reese	10.4%	\$ 9,079	\$5,221
Christopher Dumaine	15.5%	\$13,532	\$7,668
Ian D. Meng	13.0%	\$11,349	\$6,451

9. What is your estimate of the fair market value of the property for which abatement is requested? \$50,000 total property value.
10. Please list other similar property(ies) in your town. There are no other community solar farms in the Town of Wayne.

11. State reasons why you are appealing the decision of the Town Assessors.

1. The tax is unconstitutional because backyard or rooftop solar projects are either not being assessed, or are being assessed at a much lower value as fixtures on the real property.
2. Straight replacement cost is not an accurate measure of value. The best and most accurate measurement of value is the discounted cash flow model, which reflects the analysis an investor would use in valuing the asset.
3. If replacement cost is to be used, an accelerated depreciation schedule (calculated over a 25-year period) should be applied, as solar assets depreciate at an especially rapid rate.
4. Because the tax as assessed eclipses the amount of income produced by these investment assets, the tax is per se unreasonable, arbitrary and capricious.
5. The assessments as they stand unreasonably impact and discourage investment in solar energy systems and are contrary to the State's public policy supporting solar energy.

Appellants will file a brief detailing the above arguments and a supporting appraisal and other information supporting the requested abatement prior to the hearing.

12. Please enclose picture, if possible, of the property for which abatement is requested.  
Attached as Exhibit A.

13. Attach copy of Application for Abatement of Property Taxes that you made to the Town Assessors and a copy of their written decision on your application. (If you have received no written answer and 60 days have expired since the date of filing your application to them, the application shall be deemed to have been denied. Please state the date the Application was sent to the Town Assessors.)

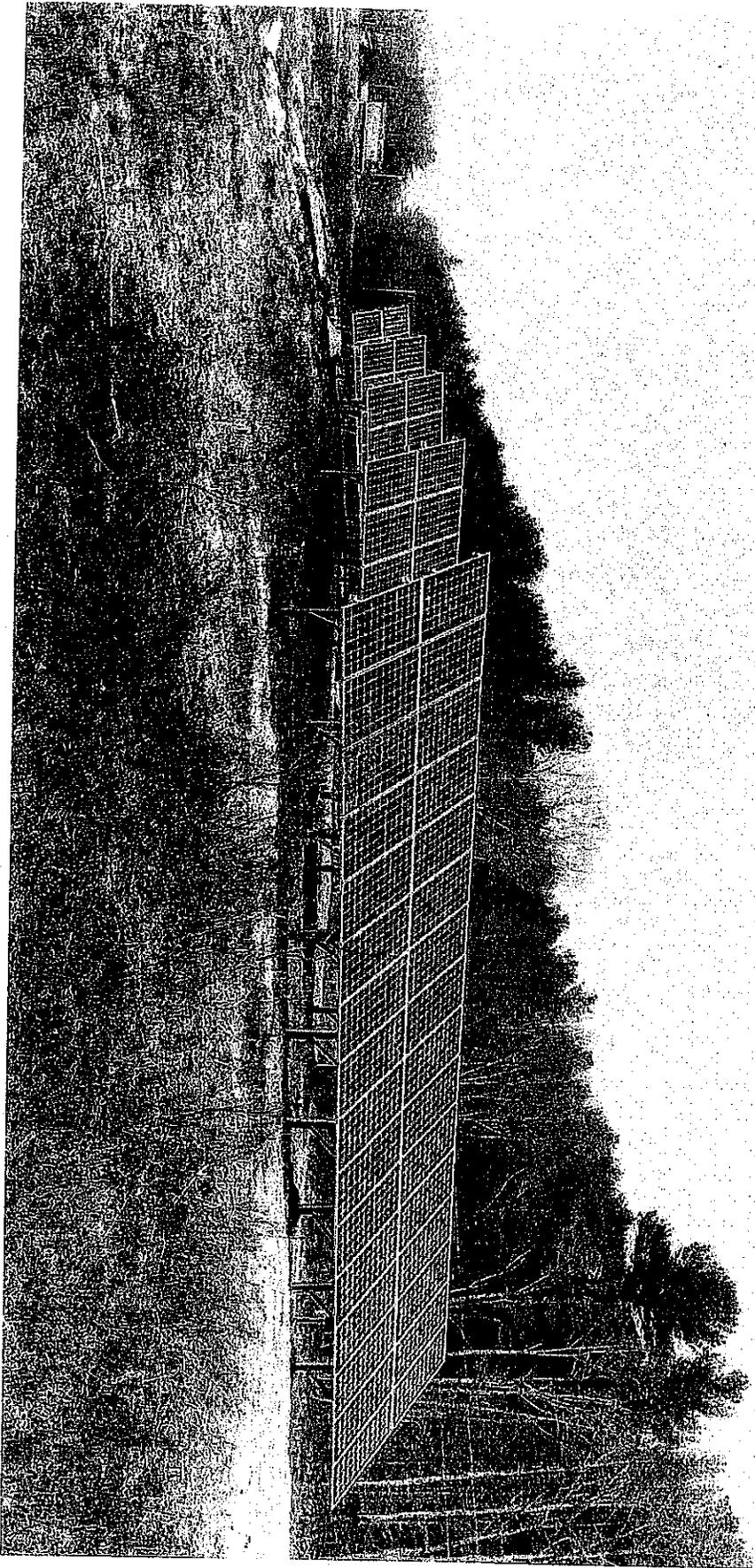
Attached as Exhibits B (1-7)

10/20/2017  
DATE

  
SIGNATURE OF PETITIONER

Please submit this Application to :  
Honorable Kennebec County Commissioners  
125 State Street  
Augusta, ME 04330

## Exhibit A



Exhibits B-1 through B-7  
To Town of Wayne Property Tax Appeal

Name

Thomas E. Berman  
Application for Abatement  
Denial

Jean N. Crawford  
Application for Abatement  
Denial

Robert Foster  
Application for Abatement  
Denial

Rosanne Graef  
Application for Abatement  
Denial

Richard E. Reese  
Application for Abatement  
Denial

Christopher Dumaine  
Application for Abatement  
Denial

Ian D. Meng  
Application for Abatement  
Denial

## Exhibit B-1

# APPLICATION FOR ABATEMENT OF PROPERTY TAXES

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: Thomas E Berman
2. Mailing address: 25 Bartlett Street, Portland, ME 04103
3. Property address or map/lot: 003-009-"G-ON", Morrison Heights Road
4. Telephone number for applicant: 207-774-5048
5. Tax year for which abatement is requested: 2016, Supplemental Assessment
6. Assessed valuation of real estate: n/a
7. Assessed valuation of personal property: 14.5% Ownership
8. Abatement of real estate valuation requested: n/a
9. Abatement of personal property valuation requested: \$40.82 (from right column of ex2)
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
See attached Statement, with Exhibits  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of Wayne, Maine

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

# TOWN OF WAYNE

Incorporated February 12, 1798

P.O. Box 400  
Wayne, Maine 04284

Telephone 207-685-4983  
Fax 207-685-3836

## NOTICE OF PROPERTY TAX ASSESSMENT REVIEW/ ABATEMENT ACTION

August 24th, 2017

Thomas E Berman  
25 Bartlett Street  
Portland ME 04103

Map 003 Lot 009-"B-ON" Account # 1242 Location: Morrison Heights Road

Thomas Berman

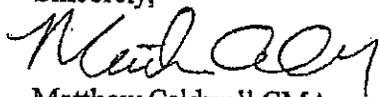
We have reviewed your abatement request dated(**Application Not Dated**) for the above referenced property. Your claim is for excessive-overvaluation. Your request is for a \$40.82 reduction in personal property valuation. You based your request due to Illegal Taxation, Unjust discrimination and Excessive Taxation

In Maine, an assessment is assumed valid and it is the responsibility of the taxpayer to prove that assessment is "manifestly wrong". In the 1999 case of City of Biddeford v. Adams, the Maine Supreme Court declared that a town's tax assessment is presumed to be valid and that the taxpayer must prove that it is "manifestly wrong". This was affirmed in the 2001 case of Yusem v. Town of Raymond, where the Maine Supreme Court held to overcome the presumption of validity, the taxpayer must present *credible, affirmative evidence* that the assessor's valuation was "manifestly wrong", by demonstrating (1) the judgment of the assessor was irrational or so unreasonable in light of circumstances and an injustice resulted; (2) there was unjust discrimination; or (3) the assessment was fraudulent, dishonest, or illegal. If the taxpayer meets this burden, the Board must then engage in an independent determination of fair market value based on a consideration of all relevant evidence of just value. This case also reaffirmed that a taxpayer does not meet this burden merely by impeaching the assessor's methodology.

In response to the Reasons for requesting Abatement and the "Statement in support of Abatement Request" listed "Illegal Taxation" which the Town of Wayne corrected and reissued updated tax bills due to clerical errors of several wrong dates in the information box on the original supplemental bill. The Town of Wayne does not systematically have an assessing policy in place that excludes valuing of solar panels. In closing you have not supplied sufficient evidence to demonstrate that your assessment is illegal, unjust or excessive". Based on this, your application for abatement for the 2016 tax year is denied.

If you elect to appeal the decision on your request for tax abatement, your appeal will be to the Kennebec County Commissioners. Applications must be made in writing to the Commissioners within 60 days of this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 MRSA Sections 841-849.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Caldwell".

Matthew Caldwell CMA

Robert Duplisea CMA

Assessor Agents

Town of Wayne

## Exhibit B-2

**APPLICATION FOR ABATEMENT OF PROPERTY TAXES**

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: Jean Crawford
2. Mailing address: Collins St. Camden, ME 04843
3. Property address or map/lot: 003-009-"G-ON", Morrison Heights Road
4. Telephone number for applicant: 236-4176
5. Tax year for which abatement is requested: 2016, Supplemental Assessment
6. Assessed valuation of real estate: n/a
7. Assessed valuation of personal property: 18.36% Ownership" - from your 2016 Tax Bill
8. Abatement of real estate valuation requested: n/a
9. Abatement of personal property valuation requested: \$ ~~400~~ (from Column H of worksheet) 29.16
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
See attached Statement, with Exhibits  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of Wayne, Maine

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

06.19.2017  
Date

Jean N. Crawford  
Signature of Applicant

# TOWN OF WAYNE

Incorporated February 12, 1798

P.O. Box 400  
Wayne, Maine 04284

Telephone 207-685-4983  
Fax 207-685-3836

## NOTICE OF PROPERTY TAX ASSESSMENT REVIEW/ ABATEMENT ACTION

August 24th, 2017

Jean Crawford  
1 Collins Street  
Camden ME 04843

Map 003 Lot 009-"C-ON" Account# 1243 Location: Morrison Heights Road

Jean Crawford

We have reviewed your abatement request dated June 19th 2017 for the above referenced property. Your claim is for excessive-overvaluation. Your request is for a \$29.16, reduction in personal property valuation. You based your request due to Illegal Taxation, Unjust discrimination and Excessive Taxation

In Maine, an assessment is assumed valid and it is the responsibility of the taxpayer to prove that assessment is "manifestly wrong". In the 1999 case of City of Biddeford v. Adams, the Maine Supreme Court declared that a town's tax assessment is presumed to be valid and that the taxpayer must prove that it is "manifestly wrong". This was affirmed in the 2001 case of Yusem v. Town of Raymond, where the Maine Supreme Court held to overcome the presumption of validity, the taxpayer must present *credible, affirmative evidence* that the assessor's valuation was "manifestly wrong", by demonstrating (1) the judgment of the assessor was irrational or so unreasonable in light of circumstances and an injustice resulted; (2) there was unjust discrimination; or (3) the assessment was fraudulent, dishonest, or illegal. If the taxpayer meets this burden, the Board must then engage in an independent determination of fair market value based on a consideration of all relevant evidence of just value. This case also reaffirmed that a taxpayer does not meet this burden merely by impeaching the assessor's methodology.

In response to the Reasons for requesting Abatement and the "Statement in support of Abatement Request" listed "Illegal Taxation" which the Town of Wayne corrected and reissued updated tax bills due to clerical errors of several wrong dates in the information box on the original supplemental bill. The Town of Wayne does not systematically have an assessing policy in place that excludes valuing of solar panels. In closing you have not supplied sufficient evidence to demonstrate that your assessment is illegal, unjust or excessive". Based on this, your application for abatement for the 2016 tax year is denied.

If you elect to appeal the decision on your request for tax abatement, your appeal will be to the Kennebec County Commissioners. Applications must be made in writing to the Commissioners within 60 days of this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 MRSA Sections 841-849.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Caldwell". The signature is fluid and cursive, with a large initial "M" and "C".

Matthew Caldwell CMA

Robert Duplisea CMA  
Assessor Agents  
Town of Wayne

Exhibit B-3

# APPLICATION FOR ABATEMENT OF PROPERTY TAXES

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: Robert C. and Judith C. Foster
2. Mailing address: 132 Hunter Rd., Freeport, ME 04032
3. Property address or map/lot: 003-004-"F-ON" (Morrison Hts.)
4. Telephone number for applicant: 207-869-1001
5. Tax year for which abatement is requested: 2016 (7/1/16 - 6/30/17)
6. Assessed valuation of real estate: 0
7. Assessed valuation of personal property: 16,170
8. Abatement of real estate valuation requested: 0
9. Abatement of personal property valuation requested: 3047.81
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes): See attached

---

---

---

---

---

---

---

---

To the assessing authority of the Municipality of Wayne, ME

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

6/15/17  
Date

Robert C. Foster  
Judith C. Foster  
Signature of Applicant

P O. Box 400  
Wayne, Maine 04284

Telephone 207-685-4983  
Fax 207-685-3836

**NOTICE OF PROPERTY TAX ASSESSMENT REVIEW/ ABATEMENT  
ACTION**

August 24th, 2017

Robert & Judith Foster  
132 Hunter Road  
Freeport ME 04032

Map 003 Lot 009-"F-ON" Account# 1244 Location: Morrison Heights Road

Robert & Judith Foster

We have reviewed your abatement request dated June 15th 2017 for the above referenced property. Your claim is for excessive-overvaluation. Your request is for a \$3047.81?, reduction in personal property valuation. You based your request due to Illegal Taxation, Unjust discrimination and Excessive Taxation

In Maine, an assessment is assumed valid and it is the responsibility of the taxpayer to prove that assessment is "manifestly wrong". In the 1999 case of City of Biddeford v. Adams, the Maine Supreme Court declared that a town's tax assessment is presumed to be valid and that the taxpayer must prove that it is "manifestly wrong". This was affirmed in the 2001 case of Yusem v. Town of Raymond, where the Maine Supreme Court held to overcome the presumption of validity, the taxpayer must present *credible, affirmative evidence* that the assessor's valuation was "manifestly wrong", by demonstrating (1) the judgment of the assessor was irrational or so unreasonable in light of circumstances and an injustice resulted; (2) there was unjust discrimination; or (3) the assessment was fraudulent, dishonest, or illegal. If the taxpayer meets this burden, the Board must then engage in an independent determination of fair market value based on a consideration of all relevant evidence of just value. This case also reaffirmed that a taxpayer does not meet this burden merely by impeaching the assessor's methodology.

In response to the Reasons for requesting Abatement and the "Statement in support of Abatement Request" listed "Illegal Taxation" which the Town of Wayne corrected and reissued updated tax bills due to clerical errors of several wrong dates in the information box on the original supplemental bill. The Town of Wayne does not systematically have an assessing policy in place that excludes valuing of solar panels. In closing you have not supplied sufficient evidence to demonstrate that your assessment is illegal, unjust or excessive". Based on this, your application for abatement for the 2016 tax year is denied.

If you elect to appeal the decision on your request for tax abatement, your appeal will be to the Kennebec County Commissioners. Applications must be made in writing to the Commissioners within 60 days of this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 MRSA Sections 841-849.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Caldwell". The signature is fluid and cursive, with the first name "Matthew" and last name "Caldwell" clearly distinguishable.

Matthew Caldwell CMA

Robert Duplisea CMA  
Assessor Agents  
Town of Wayne

## Exhibit B-4



# APPLICATION FOR ABATEMENT OF PROPERTY TAXES

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: Rosanne H. Graef
2. Mailing address: PO Box 7886
3. Property address or map/lot: 241 Morrison Heights Rd 003-009-"G-ON"
4. Telephone number for applicant: 207 879-6024
5. Tax year for which abatement is requested: 2016
6. Assessed valuation of real estate: N/A
7. Assessed valuation of personal property: 9.8% Ownership
8. Abatement of real estate valuation requested: N/A
9. Abatement of personal property valuation requested: \$27.70
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
See enclosed statement, with Exhibits  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of Wayne, Maine

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

June 14, 2017  
Date

\_\_\_\_\_  
Signature of Applicant

# TOWN OF WAYNE

Incorporated February 12, 1798

P.O. Box 400  
Wayne, Maine 04284

Telephone 207-685-4983  
Fax 207-685-3836

## NOTICE OF PROPERTY TAX ASSESSMENT REVIEW/ ABATEMENT ACTION

August 24th, 2017

Rosanne H Graef  
P.O. Box 7886  
Portland ME 04112

Map 003 Lot 009-"G-ON" Account# 1245 Location: Morrison Heights Road

Rosanne Graef

We have reviewed your abatement request dated June 14th 2017 for the above referenced property. Your claim is for excessive-overvaluation. Your request is for a \$182.89, reduction in personal property valuation. You based your request due to Illegal Taxation, Unjust discrimination and Excessive Taxation

In Maine, an assessment is assumed valid and it is the responsibility of the taxpayer to prove that assessment is "manifestly wrong". In the 1999 case of City of Biddeford v. Adams, the Maine Supreme Court declared that a town's tax assessment is presumed to be valid and that the taxpayer must prove that it is "manifestly wrong". This was affirmed in the 2001 case of Yusem v. Town of Raymond, where the Maine Supreme Court held to overcome the presumption of validity, the taxpayer must present *credible, affirmative evidence* that the assessor's valuation was "manifestly wrong", by demonstrating (1) the judgment of the assessor was irrational or so unreasonable in light of circumstances and an injustice resulted; (2) there was unjust discrimination; or (3) the assessment was fraudulent, dishonest, or illegal. If the taxpayer meets this burden, the Board must then engage in an independent determination of fair market value based on a consideration of all relevant evidence of just value. This case also reaffirmed that a taxpayer does not meet this burden merely by impeaching the assessor's methodology.

In response to the Reasons for requesting Abatement and the "Statement in support of Abatement Request" listed "Illegal Taxation" which the Town of Wayne corrected and reissued updated tax bills due to clerical errors of several wrong dates in the information box on the original supplemental bill. The Town of Wayne does not systematically have an assessing policy in place that excludes valuing of solar panels. In closing you have not supplied sufficient evidence to demonstrate that your assessment is illegal, unjust or excessive". Based on this, your application for abatement for the 2016 tax year is denied.

If you elect to appeal the decision on your request for tax abatement, your appeal will be to the Kennebec County Commissioners. Applications must be made in writing to the Commissioners within 60 days of this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 MRSA Sections 841-849.

Sincerely,

  
Matthew Caldwell CMA

Robert Duplisea CMA  
Assessor Agents  
Town of Wayne

## Exhibit B-5

**APPLICATION FOR ABATEMENT OF PROPERTY TAXES**

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

- 1. Name of applicant: Richard & Shirley Reese
- 2. Mailing address: 10 Aldrich Road, Orrs Island, ME 04066
- 3. Property address or map/lot: 003-009-"G-ON", Morrison Heights Road
- 4. Telephone number for applicant: 207-833-5415
- 5. Tax year for which abatement is requested: 2016, Supplemental Assessment
- 6. Assessed valuation of real estate: n/a
- 7. Assessed valuation of personal property: 10.4 % ownership
- 8. Abatement of real estate valuation requested: n/a
- 9. Abatement of personal property valuation requested: \$ 80.02
- 10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
See attached Statement, with Exhibits  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of Wayne, Maine

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

Date \_\_\_\_\_

Richard E. Reese      Shirley R. Reese  
Signature of Applicant

*could not find copy of original so have tried to recreate it.  
SRR*

# TOWN OF WAYNE

Incorporated February 12, 1798

P.O. Box 400  
Wayne, Maine 04284

Telephone 207-685-4983  
Fax 207-685-3836

## NOTICE OF PROPERTY TAX ASSESSMENT REVIEW/ ABATEMENT ACTION

August 24th, 2017

Richard & Shirley Reese  
10 Aldrich Road  
Orr's Island ME 04066

Map 003 Lot 009-"R-ON" Account # 1246 Location: Morrison Heights Road

Richard & Shirley Reese

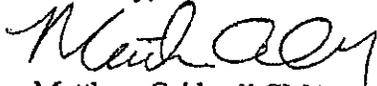
We have reviewed your abatement request dated June 13th 2017 for the above referenced property. Your claim is for excessive-overvaluation. Your request is for a \$80.02 reduction in personal property valuation. You based your request due to Illegal Taxation, Unjust discrimination and Excessive Taxation

In Maine, an assessment is assumed valid and it is the responsibility of the taxpayer to prove that assessment is "manifestly wrong". In the 1999 case of City of Biddeford v. Adams, the Maine Supreme Court declared that a town's tax assessment is presumed to be valid and that the taxpayer must prove that it is "manifestly wrong". This was affirmed in the 2001 case of Yusem v. Town of Raymond, where the Maine Supreme Court held to overcome the presumption of validity, the taxpayer must present *credible, affirmative evidence* that the assessor's valuation was "manifestly wrong", by demonstrating (1) the judgment of the assessor was irrational or so unreasonable in light of circumstances and an injustice resulted; (2) there was unjust discrimination; or (3) the assessment was fraudulent, dishonest, or illegal. If the taxpayer meets this burden, the Board must then engage in an independent determination of fair market value based on a consideration of all relevant evidence of just value. This case also reaffirmed that a taxpayer does not meet this burden merely by impeaching the assessor's methodology.

In response to the Reasons for requesting Abatement and the "Statement in support of Abatement Request" listed "Illegal Taxation" which the Town of Wayne corrected and reissued updated tax bills due to clerical errors of several wrong dates in the information box on the original supplemental bill. The Town of Wayne does not systematically have an assessing policy in place that excludes valuing of solar panels. In closing you have not supplied sufficient evidence to demonstrate that your assessment is illegal, unjust or excessive". Based on this, your application for abatement for the 2016 tax year is denied.

If you elect to appeal the decision on your request for tax abatement, your appeal will be to the Kennebec County Commissioners. Applications must be made in writing to the Commissioners within 60 days of this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 MRSA Sections 841-849.

Sincerely,



Matthew Caldwell CMA

Robert Duplisea CMA  
Assessor Agents  
Town of Wayne

## Exhibit B-6

**APPLICATION FOR ABATEMENT OF PROPERTY TAXES**

36 M.R.S. § 841

See Property Tax Bulletin No. 10 for more information

This application must be signed and filed with the municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of applicant: CHRISTOPHER DUMAINE (15.5% OWNERSHIP)
2. Mailing address: 897 SANDY RIVER RD, Mt. Vernon, ME 04352
3. Property address or map/lot: 003-009-D-011" MORRISON HEIGHTS DR
4. Telephone number for applicant: 207-293-9266
5. Tax year for which abatement is requested: 2016
6. Assessed valuation of real estate: 22,400
7. Assessed valuation of personal property: \_\_\_\_\_
8. Abatement of real estate valuation requested: \_\_\_\_\_
9. Abatement of personal property valuation requested: \_\_\_\_\_
10. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
SEE ATTACHED  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the assessing authority of the Municipality of TOWN OF WAGNER, ME

In accordance with the provisions of 36 M.R.S. § 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

June 14, 2017  
Date

Christopher Dumaine  
Signature of Applicant

# TOWN OF WAYNE

Incorporated February 12, 1798

P.O. Box 400  
Wayne, Maine 04284

Telephone 207-685-4983  
Fax 207-685-3836

## NOTICE OF PROPERTY TAX ASSESSMENT REVIEW/ ABATEMENT ACTION

August 24th, 2017

Christopher Dumaine  
897 Sandy River Road  
Mt. Vernon ME 04052

Map 003 Lot 009-"D-ON" Account# 1247 Location: Morrison Heights Road

Christopher Dumaine

We have reviewed your abatement request dated June 14th 2017 for the above referenced property. Your claim is for excessive-overvaluation. Your request is for a \$22,400?, reduction in Real Estate valuation. You based your request due to Illegal Taxation, Unjust discrimination and Excessive Taxation

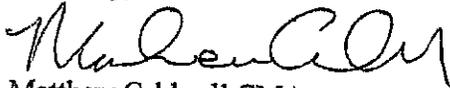
In Maine, an assessment is assumed valid and it is the responsibility of the taxpayer to prove that assessment is "manifestly wrong". In the 1999 case of City of Biddeford v. Adams, the Maine Supreme Court declared that a town's tax assessment is presumed to be valid and that the taxpayer must prove that it is "manifestly wrong". This was affirmed in the 2001 case of Yusem v. Town of Raymond, where the Maine Supreme Court held to overcome the presumption of validity, the taxpayer must present *credible, affirmative evidence* that the assessor's valuation was "manifestly wrong", by demonstrating (1) the judgment of the assessor was irrational or so unreasonable in light of circumstances and an injustice resulted; (2) there was unjust discrimination; or (3) the assessment was fraudulent, dishonest, or illegal. If the taxpayer meets this burden, the Board must then engage in an independent determination of fair market value based on a consideration of all relevant evidence of just value. This case also reaffirmed that a taxpayer does not meet this burden merely by impeaching the assessor's methodology.

In response to the Reasons for requesting Abatement and the "Statement in support of Abatement Request" listed "Illegal Taxation" which the Town of Wayne corrected and reissued updated tax bills due to clerical errors of several wrong dates in the information box on the original supplemental bill. The Town of Wayne does not systematically have an assessing policy in place that excludes valuing of solar panels. In closing you have not supplied sufficient evidence to demonstrate that your assessment is illegal, unjust or excessive". Based on this, your application for abatement for the 2016 tax year is denied.

## Exhibit B-7

If you elect to appeal the decision on your request for tax abatement, your appeal will be to the Kennebec County Commissioners. Applications must be made in writing to the Commissioners within 60 days of this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 MRSA Sections 841-849.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Caldwell". The signature is fluid and cursive, with the first name "Matthew" and last name "Caldwell" clearly distinguishable.

Matthew Caldwell CMA

Robert Duplisea CMA

Assessor Agents

Town of Wayne

To: Open Space Committee  
From: Aaron Chrostowsky, Town Manager  
Re: Appraisal Update  
Date: 1/23/2018

After speaking with Ford and Trent, I believe I should give you an update on the status of the appraisal. And, have a brief discussion regarding the Committees timeline. It is in my opinion; it might be difficult to make the deadline for town meeting.

**1. Is it our goal to complete our work for this year's town meeting?**

If so, we might need to reconsider hiring an appraisal firm.

I spoke to several appraisal firms, they saying that they are about 4 to 8 weeks out before they can get to us.

After some discussion with Trent, he called Pat Ladd, a local realtor, and found more information on appraisal firms.

The local appraisal firms are an older bunch, many head south for the winter, and work predominately for the banks – so we aren't a priority.

This would put us well into March before the appraisal would be complete.

We need to have our Town Meeting Warrant – referendum question by April 12, 2018.

**2. Appraisal or Market analysis?**

Pat suggested that we might consider hiring a realtor to provide a market analysis, similar to an appraisal. An appraisal from an appraisal firm is the gold standard; market analysis from a realtor is like a bronze medal. This market analysis can cost around \$300 and be done quicker. However, if we are going to spend money on a market analysis (\$300), why don't we just wait and spend money \$400 on an appraisal.

**3. Do you still want to meet next week? Or should we postpone meeting until February when everyone available to discuss these issues?**

**Or do you feel comfortable giving me authorization via email to proceed with either market analysis?**

**In Conclusion**

My thought was why not wait until we get a completed appraisal. We haven't rushed process so far, why rush now! Let's make sure our numbers are correct.

We have a big election in November 2018 (Congressional and Gubernatorial races). Let's just aim for completing this project for November 2018.

State of Maine  
Community Development Block Grant Program  
2018 Micro-Enterprise Assistance Program

## Letter of Intent to Apply

**Due at DECD on or before 4:00 p.m. Friday, February 9, 2018.**  
Letters of Intent may be submitted via email to: [ocd.loi@maine.gov](mailto:ocd.loi@maine.gov)

Please enter "MEA LOI" in the subject line.

All communities wishing to apply for a 2018 Micro-Enterprise Assistance Grant must use this Letter of Intent to document compliance with requirements established by Title I of the Housing and Community Development Act of 1974, as amended and the State of Maine CDBG program. Applicants who submit a completed Letter of Intent and demonstrate meeting a CDBG National Objective will be notified by OCD that they are eligible to submit a final application. Eligibility to submit a final application does not imply final project approval or funding. Funds will not be available until after July 1, 2018.

### A. APPLICANT ELIGIBILITY

#### 1. Legal Applicant:

Applicant:	<b>Town of Wayne</b>	Phone:	<b>685-4983</b>
Address:	<b>48 Pond Road, PO Box 400</b>	Fax:	<b>685-3836</b>
City, ZIP+Four:	<b>Wayne 04284-0400</b>	E-Mail:	<b>townmanager@waynemaine.org</b>
Chief Official:	<b>Aaron Chrostowsky, Town Manager</b>		
DPM name and date of Consultation (required):	<b>Terry Ann Holden, Development Program Manager</b>		
Census Tracts #(s) Where Proposed Activities Will Occur:	<b>145</b>		
Year of Slum & Blight Declaration	<b>2018</b>	Parameters of Slum & Blight area (such as High St. to Green St. to Main St. etc.)	<b>8 Bridge Street, Wayne, ME 04284 (MAP/LOT: 012-051)</b>
National Objective (Low/Mod, or S/B)	<b>S/B</b>	Percent of blighted buildings in area	<b>100%</b>
	<b>1/31/18</b>	<b>For Spot Blight include S/B forms and photos for each participant</b>	

#### 2. Applying on Behalf of:

Sub-Grantee:	<b>Sustain Wayne</b>	Phone:	<b>(207) 420-1808</b>
Address:	<b>PO Box 403</b>	Fax:	
City, ZIP:	<b>Wayne 04284-0403</b>	E-Mail:	<b>glamarche@sustainwayne.org</b>
Agency Rep:	<b>Gina Lamarche Sam Saunders</b>	Title	<b>Executive Director President</b>
For Micro-loans/grants: SBDC Councilor name and date of Consultation (required):			
For Micro-loans/grants: Please attach the executive summary of your business plan (Plan must not be older than 18 months) and 2016 tax return (1040)			

**3. Engineer/Architect consulted for project & providing cost estimates (if applicable):**

Name:	Thomas Perkins	Phone:	(207) 225 - 3040 Ext. 301
Firm:	Dirigo Architectural Engineering LLC	Fax:	(207) 433 - 1075
Address:	1071 Auburn Road Turner Village Crossing Suite G	E-Mail:	tperkins@dirigoae.com
City, ZIP:	Turner, Maine 04282		

**B. ELIGIBLE ACTIVITY CATEGORIES**

Place an "X" to the left of the MEA categories for which this Intent to Apply is being made:

	<b>1. Micro-Enterprise Assistance</b> (accomplishment type: 08 Businesses)
<b>x</b>	<b>2. Business Façade Grants</b> (accomplishment type: 08 Businesses)

**C. PROJECT INFORMATION**

Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the money will be used in meeting a National Objective.

**Repairs to the Sustain Wayne Building include repair, scrape and repaint exterior, repair roof on mill stream side, repair sill on General Store side, repair/replace windows and door. The old factory building is the largest structure in the village and is currently unusable (per Dirigo Architectural Engineering LLC and Ken Pratt, Town of Wayne Code Enforcement Officer) due to the rotten sill and slipping footing.**

Place an "X" in the box to the left if the statement is correct

	Business has a business plan not older than 18 months
	Business has met with a Small Business Development Center (SBDC) business counselor in the three months prior to submitting this LOI

**D. COST ESTIMATES & PROJECT FUNDING**

Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds (if applicable). All construction estimates should be prepared by the Engineer/Architect (from section A-3). Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs.

Total Estimated Project Cost:	\$63,059.83	CDBG Request:	\$50,000.00
-------------------------------	-------------	---------------	-------------

Funding Source	Amount	Date Secured
Individual Donations	\$11,000.00	Dec. 15, 2017-Feb 1, 2018
Kennebec Savings Bank pledge to be paid July 2018	\$2,500.00	July 2017
<b>TOTAL:</b>	<b>\$13,500.00</b>	

### E. CDBG CERTIFIED ADMINISTRATORS

Name of Certified Administrator:	TBD if awarded funds		
Date Certified:			
Municipal Employee?	Yes	No	
If not a municipal employee describe the procurement process used for selection:			

### F. COMPREHENSIVE PLAN

List the dates on which your Community's local comprehensive plan was adopted, updated (if applicable) and deemed consistent by SPO.

Adopted Date:	June 15, 2016
Updated:	
SPO Approval Date:	May 26, 2016

<input type="checkbox"/>	Community does not have an adopted and consistent comprehensive plan.
--------------------------	---

Date Comprehensive Plan Expected to be Adopted and Consistent:	
--	--

DUNS #: 961469335
<i>This must be the town or city number, not the Police Department, and not the sewer or water district.</i>
Applicant DUNS (Dunn & Bradstreet) #: (visit <a href="http://fedgov.dnb.com/webform">http://fedgov.dnb.com/webform</a> to obtain a number)

### G. NATIONAL OBJECTIVE

Check all applicable boxes below indicating how the National Objectives will be met and attach all required documentation listed in the appropriate box.

BENEFITTING LOW-TO-MODERATE INCOME PERSONS (IMI)	
<input checked="" type="checkbox"/>	<b>Community-Wide LMI National Objective</b> Attach Census Figures indicating 51% or more of the community is LMI along with a completed <u>Beneficiary Profile</u> OR recent survey materials meeting the requirements set forth in OCD Policy Letter Number 19 and Income Survey Methodology Handbook.)
<input checked="" type="checkbox"/>	<b>Target Area LMI National Objective</b> Attach Census Figures indicating 51% or more of the target area is LMI along with a completed <u>Beneficiary Profile</u> OR recent survey materials meeting the requirements set forth in OCD Policy Letter Number 19 and Income Survey Methodology Handbook.)

	<p><b>Limited Clientele LMI National Objective</b></p> <p><input checked="" type="checkbox"/> Attach written documentation that the proposed CDBG activity will serve only LMI persons or a HUD recognized Limited Clientele group as set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570 and the State of Maine CDBG Program.</p>
<b>ELIMINATION OF SLUMS AND BLIGHTING CONDITIONS</b>	
	<p><b>Elimination or Prevention of Slums and Blight on an Area-Wide Basis</b></p> <p><input checked="" type="checkbox"/> Attach completed Slum &amp; Blight Declaration meeting the requirements of Maine State Statute 30-A, Chapter 205, Section 5202 and regulations set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570.</p>
X	<p><b>Elimination or Prevention of Slums and Blight on a Spot Basis</b></p> <p><input checked="" type="checkbox"/> Attach completed Spot Blight Designation form and required attachments which meets regulations set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570.</p>

## Applicant Certifications

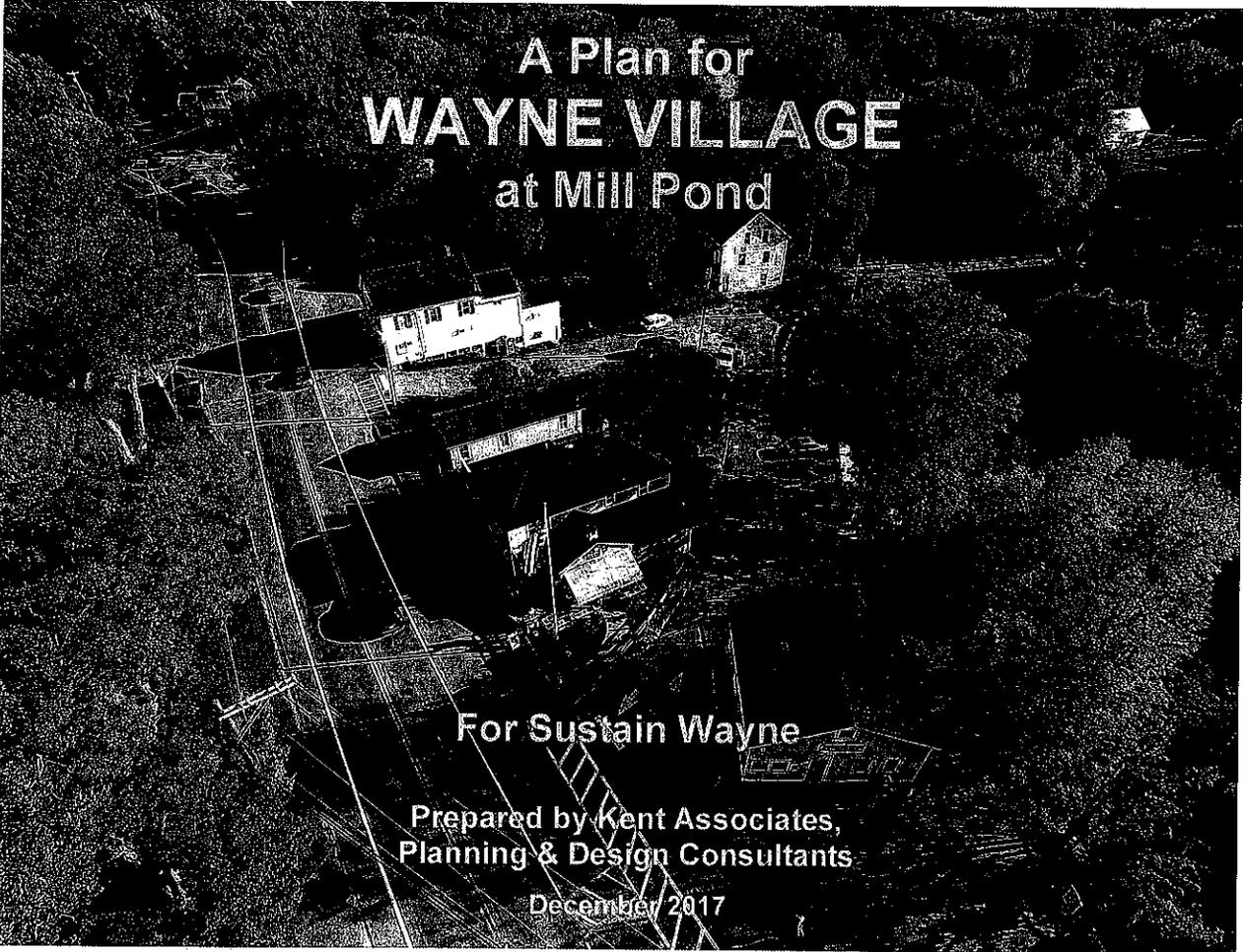
- a. To the best of my knowledge and belief, the information in this Letter of Intent and all attached documentation is true and correct;
- b. This pre-application complies with all applicable State and federal laws and regulations; and
- c. With the exception of administrative or personnel costs, verify that no person who is an employee, agent, consultant, officer, or elected official or appointed official of state or local government or of any designated public agencies, or sub-recipients which are receiving CDBG funding may obtain a financial interest or benefit, have an interest in or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect to CDBG activities, per 24 CFR part 570.611.
- d. Approval of this Letter of Intent by OCD to submit a final application does not imply final project approval or funding.

	<b>Town of Wayne</b>	<b>02/06/2018</b>
--	----------------------	-------------------

Signature of Chief Executive Officer

Name of Community

Date: mm/dd/year



A Plan for  
**WAYNE VILLAGE**  
at Mill Pond

For Sustain Wayne

Prepared by Kent Associates,  
Planning & Design Consultants

December 2017



## A Plan for **Wayne Village** at Mill Pond

### Acknowledgements

This plan was prepared by Brian Kent under contract to the Sustain Wayne group.

The planning process was overseen by Gina Lamarche, Executive Director of Sustain Wayne, with assistance from Sam Saunders, President of Sustain Wayne.

Further advice and direction was provided by Sustain Wayne Board members:

Chris McKee  
Tammy Birtwell  
Margot Gyorgy  
Dean Gyorgy  
Alberta Longone-Messer  
Michelle Murray  
Rich Rothe  
Cindy Townsend

We would also like to thank Dean Gyorgy for the aerial drone photographs.

## **PART I: THE VILLAGE PLAN**

### **Introduction**

Sustain Wayne comprises a group of Wayne community members committed to improving their town by celebrating its culture and history through education and with sustainable economic development initiatives. A key component of this endeavor is to restore the historic Masonic Hall next to the Mill Pond dam for community use and, at the same time, reinvigorate the entire village. The purpose of this planning report is to describe a long-term vision for the village, based on consultant, committee, and community input.

To accomplish this, Sustain Wayne contracted with urban design consultant Brian Kent with the goal of creating a "vision" that relies on good research and community participation and is based on careful analysis of existing issues within the village.

### **Village Vision**

Over time the village will be improved to be an exemplary, attractive community center with sustainable businesses, safe streets and sidewalks, useful public open space, adequate well-marked public and private parking, and attractive architecture.

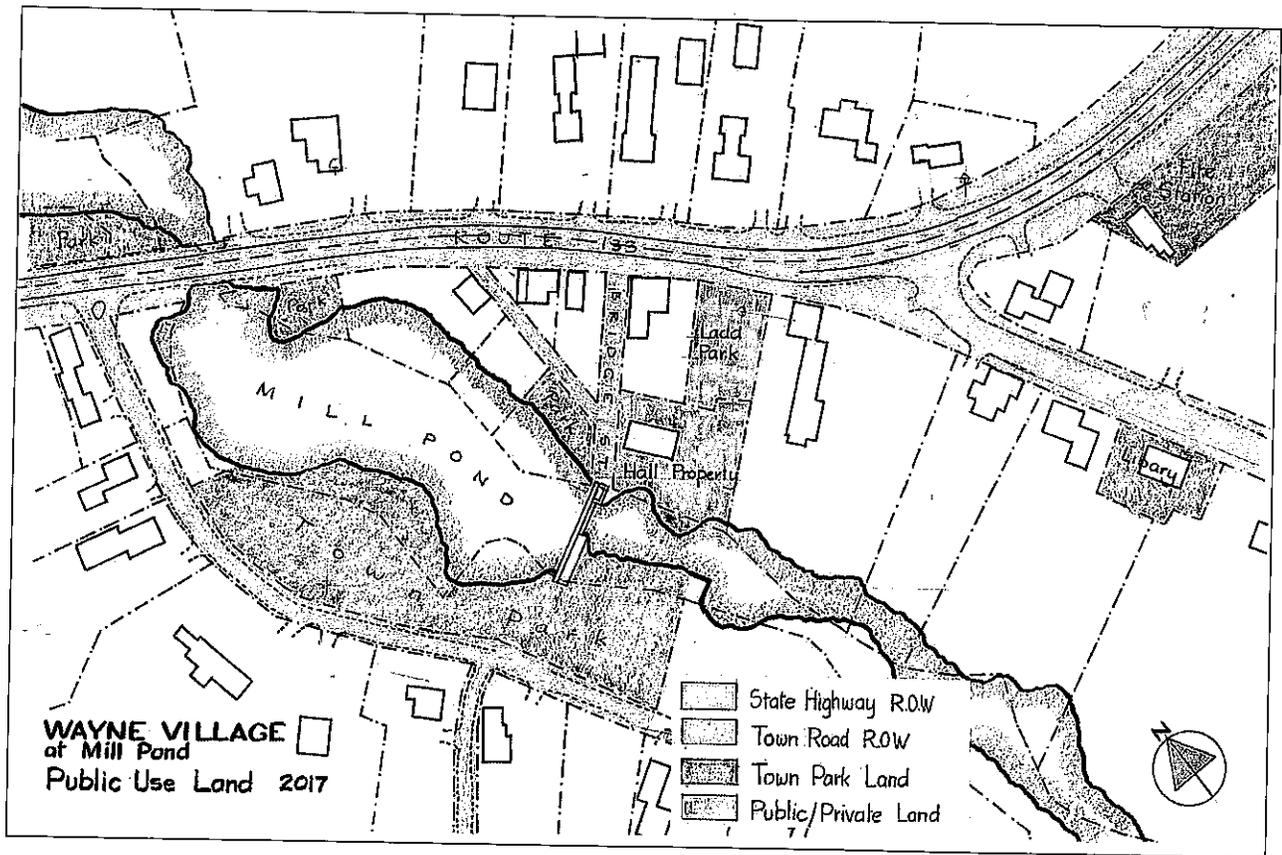
The historic 3-story Masonic Hall will be restored to serve as a community asset that houses a community kitchen and restaurant, a large function room, and performing arts space.

A consistent design theme and master plan that emphasizes the village's historic New England style architecture, plentiful common public open space, and a safe pedestrian/bike-friendly environment will enhance the village.

### **The Village Study Area**

This plan covers Wayne's historic village area on both sides of Mill Stream (see the following map). Route 133 (Main Street) crosses the stream above Mill Pond. Remnants of buildings from Wayne's industrial past, including the Masonic Hall and footbridge on the dam, lie to the south of Main on Bridge Street (see Commercial Buildings c 1875 map). The study area also covers all public land around the Mill Pond and extends east to the Old Winthrop Road and town library (see the following map). Clearly with a mix of public and private ownership, a cooperative approach to planning for the village is needed.

Public/Private Land Use



## Goals

The principal goals of this plan are to:

- create a plan that can guide public and private decisions about improvements to the village and that can be adopted as an addendum to the town's Comprehensive Plan;
- improve safety by reducing speeding on Route 133, adding signage and crosswalks, and extending sidewalks;
- provide well-marked, defined, on-street parking and easily accessible, off-street parking behind the Main Street buildings;
- resolve wastewater, storm water, and water supply issues associated with village buildings;
- celebrate the history of the village;
- provide for community gathering space, both indoors and out;
- improve water quality with environmental measures; and
- make provision for economic development opportunities in the village.

## The Planning Process

In order to prepare a viable, realistic, plan for the village, a four step process was followed. It involved (1) research; (2) design, (3) a public workshop, and (4) the development of a final Village Plan.

### 1. Research

The research effort focused on a number of enquiries and searches for up-to-date information about issues that Sustain Wayne identified as problems or opportunities. The research efforts resulted in solutions to common concerns and ideas to incorporate in a recommended plan of action.

#### Mapping

Base maps were created from Google Earth aerials from the Town that incorporate tax map information. In addition, up-to-date (2017) drone photographs were used and a "Public Use Land" map prepared.



### Site Visits

A number of site visits were undertaken to observe traffic, parking, and pedestrian movement patterns to verify critical dimensions and to learn about the rich industrial/commercial building history associated with the village (see the following map).

### Business Interviews

A series of interviews with key village business and property owners were held to learn from them and listen to their concerns, issues, and ideas. They were interested in participating and cooperating to find shared solutions to wastewater, safety, and parking problems.

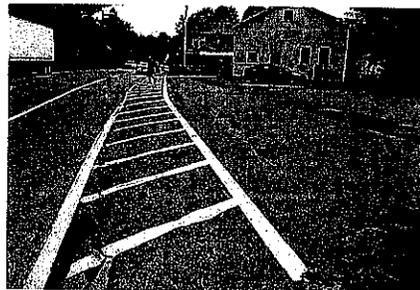
### Other Professional Expertise

This work involved meetings with various experts and/or studying their reports. The experts consulted included:

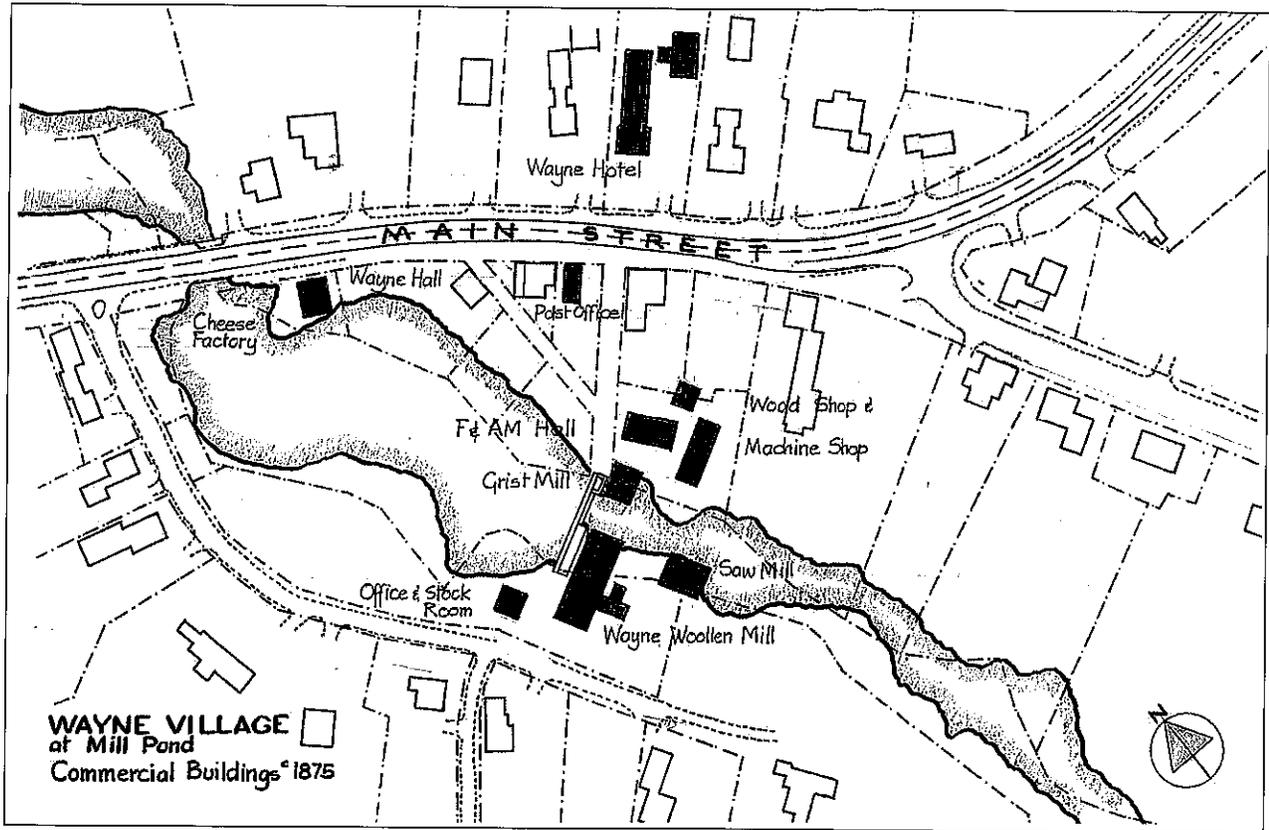
- Al Frick, waste disposal expert;
- Dirigo Architectural Engineering, building structural engineers;
- Staff from MaineDOT;
- Staff from the state Wastewater program;
- The Town Manager and a local Lakes Protection group.

As a result of these meetings a series of summary papers were prepared. These are included in Part II of this report and include:

- Composting Toilets – Pros and Cons.
- The Wayne Comprehensive Plan – Village Goals.
- A Critique of Wayne's Off-Street Parking Rules.
- Traffic and Transportation (with MaineDOT's Scott Rollins and with Patrick Adams and David Allen).
- Crosswalk Issues.
- Wastewater and Water Issues.
- Questionnaire Results



Commercial Buildings c 1875



## 2. Design

Based on the above research, the consultant developed a number of alternative plan layouts for the core village area. All of the above work served to help understand the primary issues that needed to be addressed and for the land around Mill Pond. These images of different approaches were shown to the Sustain Wayne board and business owners for comment. The following illustrations (Plan Options A, B, and C on next page) shows some of these plan options. They all show different ways to plan and design for:

- a. Increased **safety** on Route 133, with clearly marked on-street parking, painted crosswalks, and continuous sidewalks.
- b. Additional well-delineated **off-street parking** to serve businesses and a community hall.
- c. A central **wastewater service system** capable of resolving the current lack of adequate waste disposal.
- d. Different **traffic flow** patterns off Route 133.
- e. Town-owned **park and open space land** around Mill Pond.
- f. Landscaping and quality design standards.

## 3. The Workshop

Step three in the planning process involved holding a public workshop at which the draft plan was presented and the public's opinions were sought using small group discussion (see announcement, right).

Twenty-two Wayne residents attended the 2-hour workshop. The agenda included: a photographic tour of the village; a review of existing conditions (in map form); a presentation of the proposed plans for the Village Center and Mill Pond, and a question & answer session.

Subsequently, 3 small groups of participants discussed aspects of the plans, based on a prepared questionnaire, and then reported back to everyone. A copy of the questionnaire results is in Part II.

As a result of the citizen input and public participation the plan itself was tweaked and refined.

**WAYNE VILLAGE**  
**VISIONING SESSION**  
SUNDAY, NOVEMBER 19  
2:00- 4:00 P.M.  
LADD REC. CENTER



Join Sustain Wayne for a community workshop and idea sharing regarding improvements to traffic safety and pedestrian access in Wayne Village, facilitated by civic planner Brian Kent.

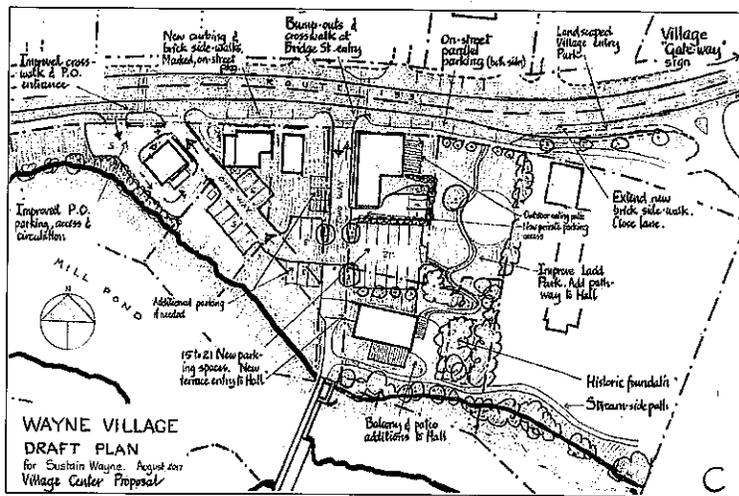
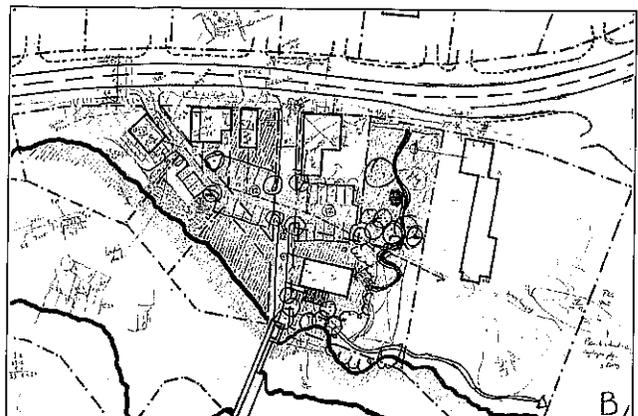
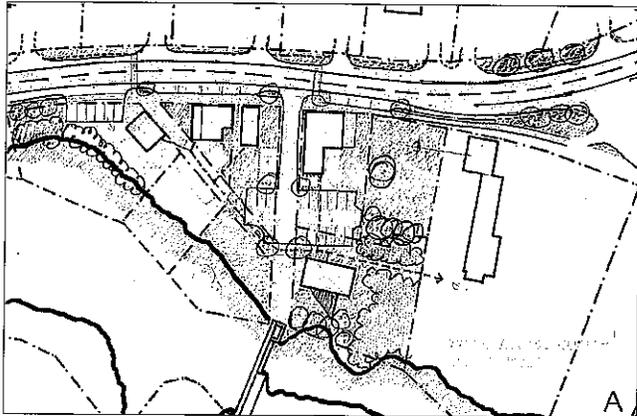
Sustain Wayne's Hall Renovation project has entered a planning phase to consider additional parking, water and septic systems in the village. Several ideas have surfaced that would address those needs while maintaining the historic character of the village and improving traffic flows safety, and walkability. In practice as a planner for over 35 years, Brian's skills include architectural and urban design with a special expertise in downtown revitalization. Towns which have adopted Brian's ideas include Gardiner, Norway, Lincolnville and Belfast. Brian was hired by Sustain Wayne to consider the Hall Project and has spent the last several months gathering information and interviewing community residents.

The evening will include a short presentation of Brian's ideas, followed by small group discussions to spark conversation, identify common concerns and move toward innovative solutions. The goal is a Village Vision Plan, which may be presented to the Town of Wayne in consideration for adoption as part of the Comprehensive Plan.

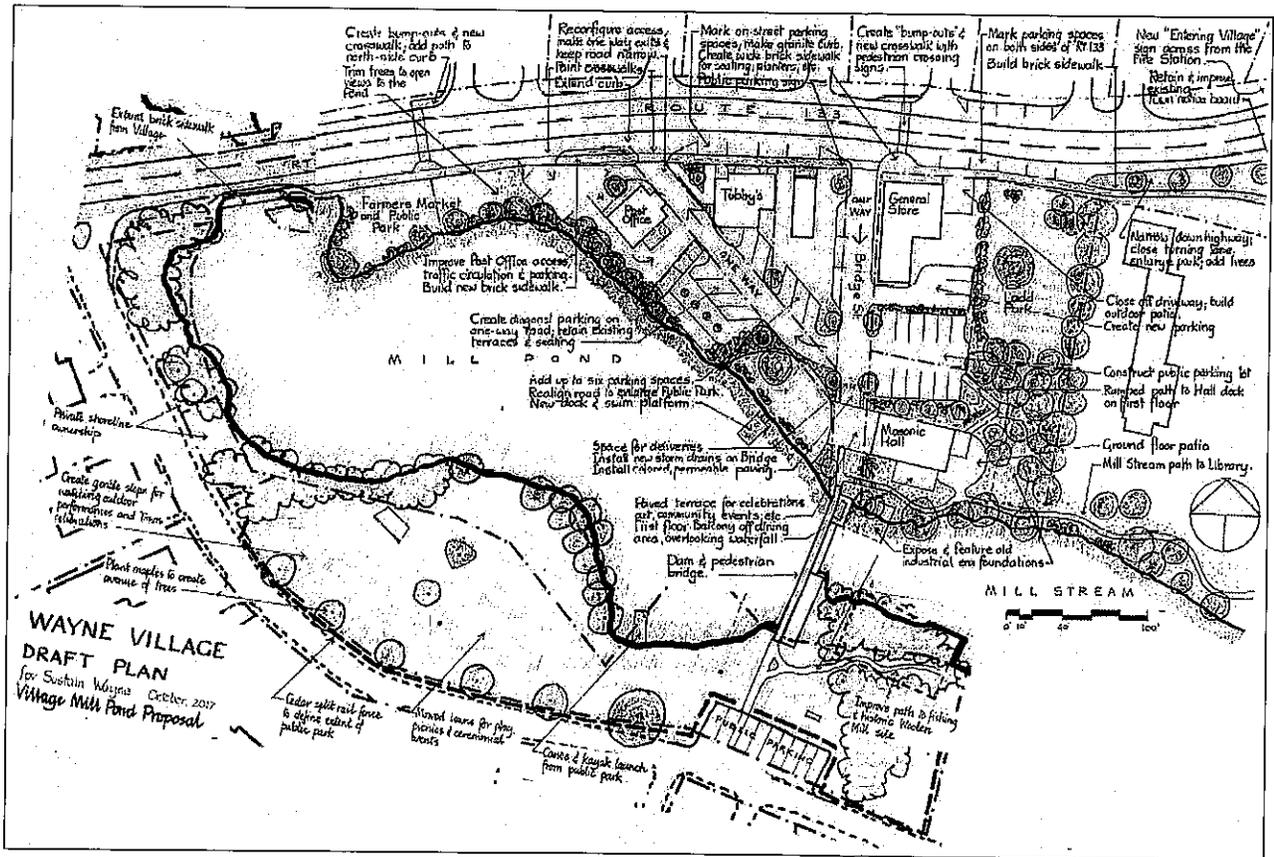
Please join us to see the preliminary results of Brian's efforts.  
Refreshments will be served.



# Plan Options



**Combined Plan – This illustration depicts the entire plan for the village. A full explanation and description follows.**



#### 4. The Plan

For ease of description the village plan is presented on two drawings. One focuses on the Village Center, around Main Street and Bridge Street. The second illustrates improvements around Mill Pond. The first addresses safety, parking issues, a new sewer system, and business support and expansion; the second shows ways to improve park land and open space on the edge of the village, around Mill Pond. A third drawing shows the proposed infrastructure improvements.

The plan envisions a revitalized, attractive and safe village environment, enhanced by a modern waste treatment system, well-designed parking and sidewalk improvements, and a refurbished Masonic Hall that supports community economic and education endeavors and strengthens local cultural life (see the following map).

To achieve these goals will require extraordinary public and private cooperation and innovative funding to make it all work successfully over time. It will also require support from town residents. A cooperative approach will be essential to ensure that the improvements are attractively designed, landscaped, and implemented.

Towns and villages across the nation have successfully reinvented themselves by placing an emphasis on quality design improvements and good organizational skills – and by marketing their assets to the larger community. Revitalization helps the bottom line and results in economic and environmental benefits.

#### Actions

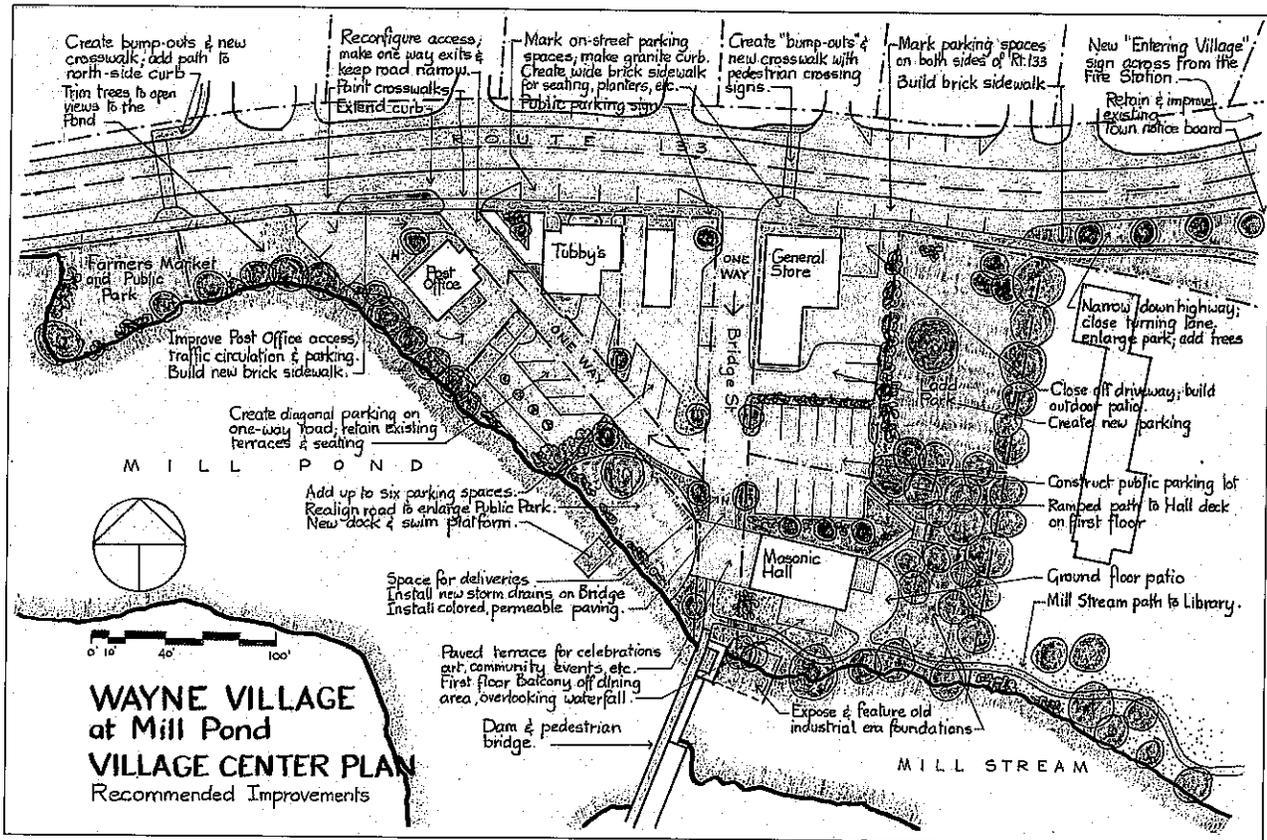
The reader is urged to read all the notes on both the following map and the Plan of Village at Mill Pond map. They provide a good overview of the recommendations and provide context. The following notes describe the recommended actions needed to implement the Village Plan. More details, such as phasing, implementation, and responsibilities are found in Part II.

##### a. Safety Enhancements

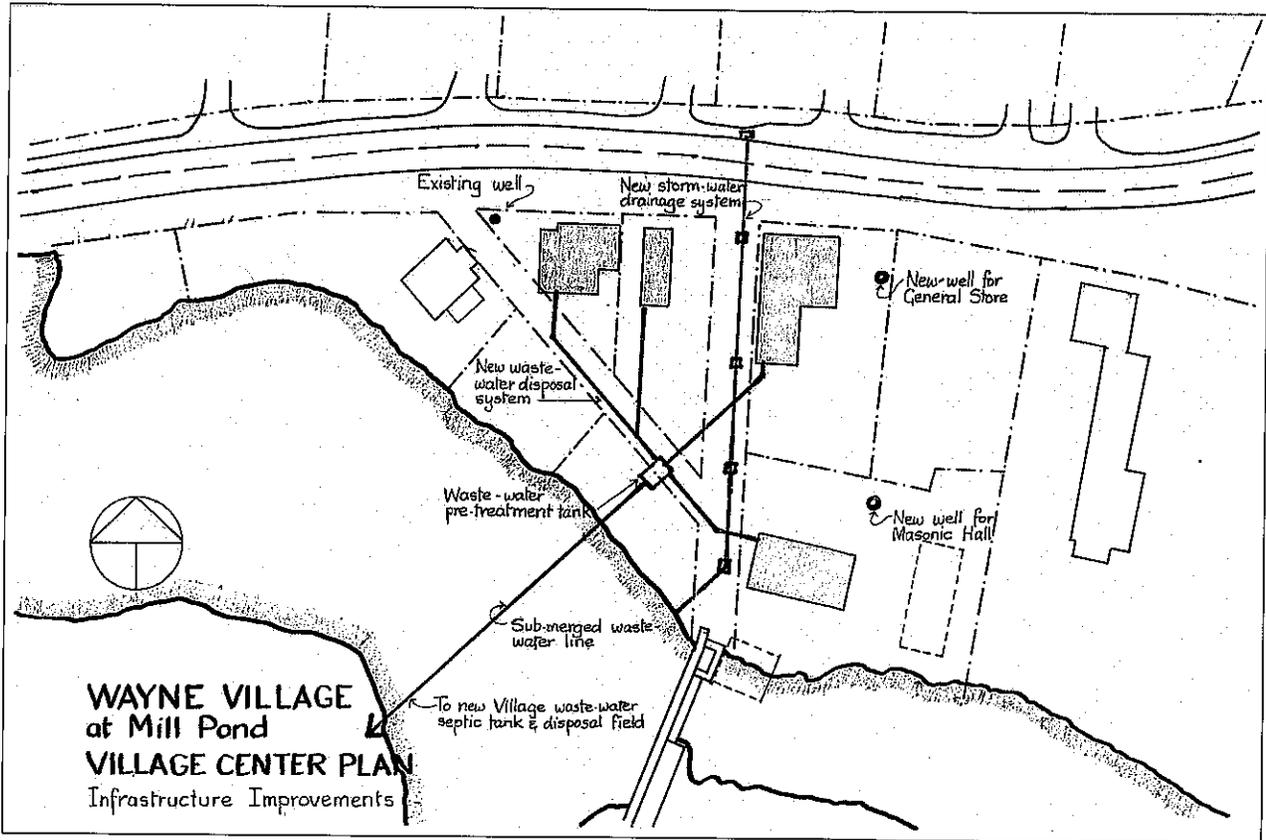
A safer village entails a number of actions which, together, will slow down traffic speeds on Route 133 and increase pedestrian safety and comfort. The actions listed below and illustrated on the Village Plan, are intended to “calm” traffic. Traffic engineers and urban design specialists employ a number of proven techniques to achieve traffic calming. In Wayne Village this means:

- using signage creatively, primarily at the “gateways” to the village on Route 133;
- creating a “busy” street, primarily with marked parking spaces on both sides;
- installing crosswalks, together with “bump-outs” and signage, to make it safer to cross the street;
- providing continuous sidewalks with good curbs, ADA accessibility, and marked crosswalks at intersections. (see the following map)

## Village Center Plan – Recommended Improvements



**Infrastructure Improvements**



**b. Off-Street Parking**

There is no designated parking, except at Tubby's, behind the Route 133 buildings. Cars park randomly on the narrow roads and on lawns. Furthermore, the need for additional parking will be clear once the Masonic Hall project is complete. The kitchen, restaurant, and community events will increase the demand for parking. Altogether, the plan shows on- and off-street parking of 50 spaces. Behind the stores (off-street) up to 19 new spaces can be constructed in addition to the 7 at Tubby's and 3 or 4 at the post office.

(Note: the current town parking ordinance sets unreasonable commercial parking requirements; suggestions to improve and address this issue are noted in Part II.)

It is also worth noting the town has constructed up to 10 parking spaces on land across the pedestrian footbridge, west of the Masonic Hall. This new public parking will have to be well sign posted at the Bridge Street/Main Street intersection.

**c. Wastewater Service System**

Four out of the five village structures lack adequate wastewater disposal options. To remain viable and environmentally responsible a small community system is recommended and, although in need of further study, the Infrastructure Improvement Plan outlines a way to accomplish this. It proposes links to all the buildings, except the post office, and wastewater lines to a central, pretreatment tank located in the town park. A link to the unoccupied building next to the Wayne General Store allows for future development there. From there wastewater would be pumped west, under Mill Pond, to a large septic field located on private property.

In addition, the MaineDOT has promised to upgrade the storm water drains on Route 133 that connect to Bridge Street and end up in Mill Stream. These drainage basins need to be replaced and filters added so as to prevent pollutants from contaminating the waters.

Finally, having a new, efficient wastewater system in place allows two parcels that lack a well water supply to drill wells. This plan shows possible wells in the General Store and Masonic Hall properties.

**d. Traffic Flow**

Existing traffic flow in and out of the area behind the Main Street buildings is unsatisfactory and confusing. The post office lot has no well-defined parking layout; the road, Mill Street, between the post office and Tubby's is too narrow to accommodate two-way traffic; and Bridge Street is narrow and steep making it difficult to exit in winter. Additional off-street parking will exacerbate the situation unless a clear, logical, and efficient traffic circulation system is established and enforced.

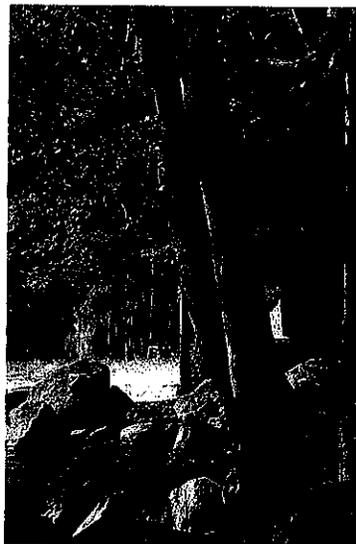
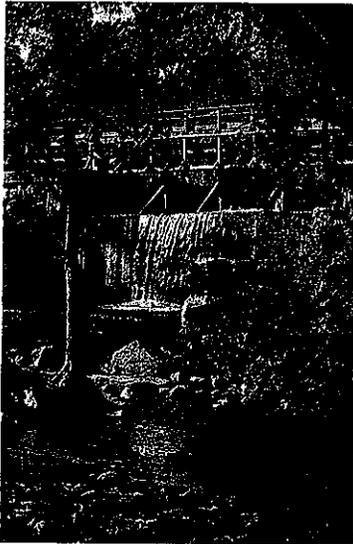
The plan proposes a one-way loop that begins at Route 133 next to Wayne General Store on Bridge Street and ends at Route 133 between the post office and Tubby's. It also recommends closing access to the Wayne General Store driveway on Route 133 (but affording new access off Bridge Street and a revised vehicular circulation pattern around the post office).

This change will help people see the area as a homogenous, well-planned space with free parking, attractive landscaping, and an enlarged public park adjacent to the Mill Pond and the Masonic Hall.

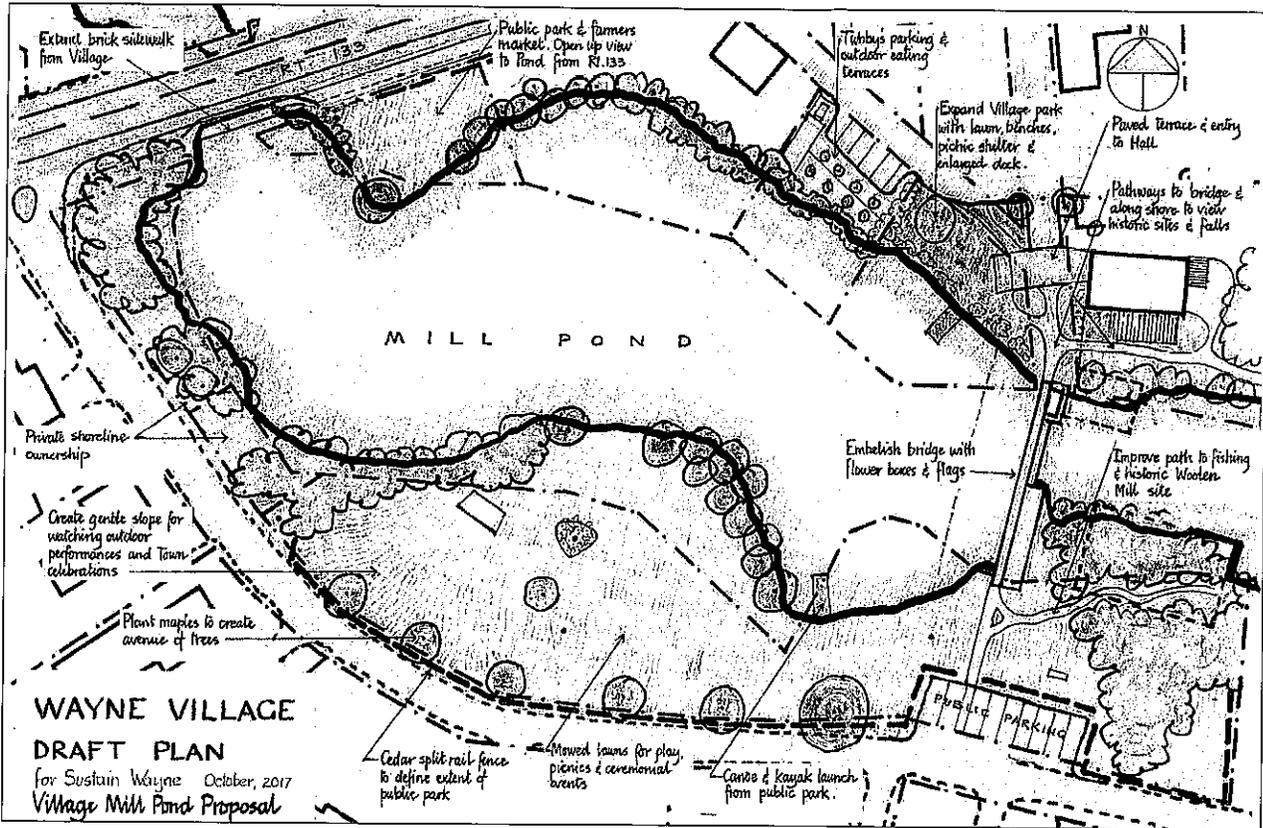
An added, recommended, feature is colored permeable paving the length of Bridge Street – to celebrate its importance as the "front door" to the Masonic Hall and pedestrian bridge at the Mill Pond dam.

**e. Mill Pond Parks and Open Space**

The following map illustrates improvements to the substantial public park space around Mill Pond. The plan proposes modest improvements and a common theme which emphasizes lawns, open space, a split-cedar rail fence, and improved access to the water.



**Plan of Village at Mill Pond**



### Specific Actions

Appoint a "Wayne Village Gardeners Association" charged with regular clean up, flower planting, weeding, and upkeep – beyond that which the town can reasonably undertake. Their role could extend to improvements to village sidewalks. The Association, working with landowners, could undertake a bittersweet (alien vegetation) eradication program on the Mill Pond, waterfront near Route 133 on the post office lot, and adjacent town park land, where the Farmers Market is held.

#### Area 1 – The Town-Owned Land Next to Masonic Hall

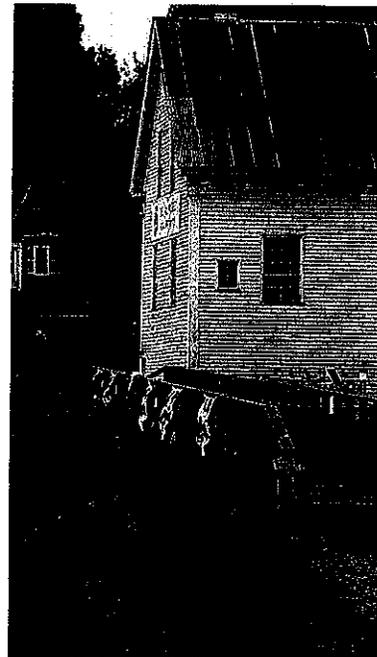
- Remove large boulders; add benches and small trees (such as native crabapples); trim back overgrown edge vegetation.
- Reconstruct granite wall edge that has collapsed.
- Improve access to the floating dock platform with a ramp or shore steps.
- Distinguish between the new parking and the lawn with a split-rail cedar fence.
- Install new signs.

#### Area 2 – The Pedestrian Bridge

- Have the Wayne Village Gardeners Association install flower boxes (or edible vegetation) on the bridge railing facing the Mill Pond but retain the flag bunting.
- Keep the bridge accessible during winter.

#### Area 3 – West End of Bridge and Parking Area

- Retain new crushed stone parking area; monitor demand/use and expand to south if essential but not north.
- Clean up understory/brush in wooded area to open up views/glimpses of the stream and old granite foundations.
- Improve the rough path from this area's lawn down to the stream for those who wish to see the foundation remnants; reconstruct to avoid erosion, tree roots, and steep slopes.
- Demarcate the extent of the town property with a fence and signage.



#### **Area 4 – The Town Land from the Parking Lot North**

- This area, the largest town parcel next to the Mill Pond, has nice shore frontage, a flag pole and small garden, some benches, and a pleasant lawn for celebrations and other passive outdoor activities. It is bordered by Memorial Lane and historic homes. Improvements recommended are:
  - plant 3 street-side rock maple trees to create an avenue-like edge to the area; these should be widely spaced to minimize blocking the view from adjacent homes;
  - erect a split-rail cedar fence along the road so as to better define and improve the area (there are mixed feelings about this – some would eliminate the fence idea; others feel it should be set back from the road and not be continuous);
  - place soil fill along the small, steep bank along the road so as to create a gentle slope some 30- to 50-feet wide; seed this with grass to create an area suitable for seating or picnickers; allow for a small temporary stage to be placed along the tree line at the bottom of the slope, north of the flag pole. This makes a low budget, pleasant outdoor performance space for community events. A gazebo with stage or small roofed/lighted structure that acts as a stage could also be placed here.

#### **Area 5 – The “Farmers Market” Park on Route 133**

- Maintain as an open, grass, area for the Farmers Market.
- Construct a cedar split-rail fence along the Route 133 sidewalk with generous open gaps for ease of access.
- Mark a crosswalk here on Route 133 to help pedestrians cross.
- Cut back and eradicate the bittersweet vines that block the view to the Mill Pond.

An alternative approach was aired at the workshop that has merit and is worthy of further discussion. Under this scenario the Farmers Market could be moved to Area 4 where there is more space available for parking and vendors.

The lack of “on-street visibility” can be compensated by placing temporary signs in the village and especially on Route 133 near the bridge.

Note: The Commercial Buildings map (shown earlier) shows the locations of the buildings around Mill Pond in 1875. Informational signs telling the history of these structures, some of which remain as granite foundations, would add interest to the village. A kind of “Museum in the Streets” theme should be explored.

## Village Design Standards

Quality, consistent, design standards have proven to benefit small town communities across the nation. The National Main Street program's studies attest to this. In presentations to Sustain Wayne the directors of two Maine "Main Street" communities – Gardiner and Norway – spoke about the success of their design plans in sparking investments in their downtowns.

Such an approach need not be in the form of town regulations. Ideally, owners within the village in cooperation with local volunteers, Sustain Wayne, and the town could agree to setting consistent, high quality standards for projects on both public and private land in the village. Guidelines to achieve this are set out below, in a very general way. The assistance of a well-qualified, experienced Landscape Architect could help expand and clarify this outline.

### Streetscape Design

This is a reference to all the elements, materials, furnishings, and signs that can be found within the public right-of-way. In the village this is primarily Route 133, Bridge Street, and Mill Street. In these areas, and on adjacent parcels, consider:

#### *Sidewalks*

- make all brick or brick pavers; make curbs granite or prefabricated concrete

#### *Sidewalk "Furniture"*

- use good quality trash containers, planters, benches, and pedestrian scale lighting (if affordable)

#### *Street Trees*

- select native hardwoods appropriate to the setting and suitable in scale

#### *Street Signs*

- use a consistent approach using a standard color and font, sized for ease of visibility

#### *Street Surfaces*

- ideally Bridge and Mill Streets should be paved with permeable paving; not only is this a good environmental practice (as it absorbs runoff), but it can slow traffic and favor pedestrian use; a color block may be best

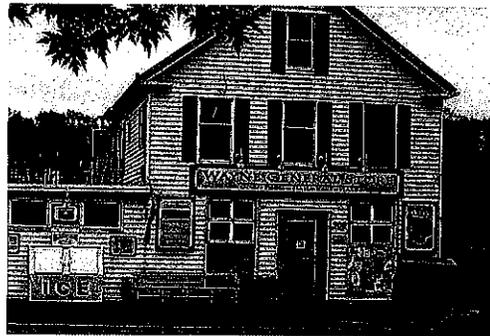
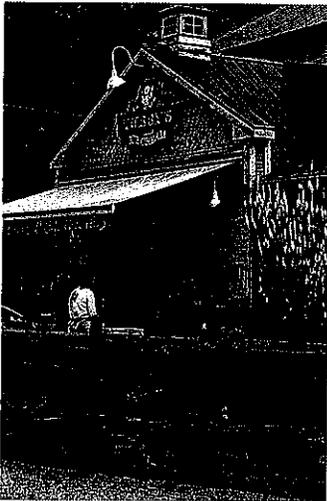


### Architectural Design

The present village businesses still retain their New England style architectural aesthetic – primarily on the facades facing Route 133. The rear of some buildings have lost this distinctive styling but are not unredeemable. The Masonic Hall and all the older residential home adjacent to the village retain their historic roots and create a unique New England “brand” that enhances the village's setting. Alterations and additions should honor this history and style.

### Public Park Property

The plan drawings set out recommendations for tree planting and other landscape improvements. Signs, fences, tree species, pathways, and lawns and benches should all reflect a consistent design theme so they, together, “say” they are part of the town's park system. The existing large stones in the Mill Street park are haphazardly placed and could be rearranged to form a semicircle. The area in front of the Masonic Hall, near the waterfront, should be carefully designed as a village “common” where it is easy to hold gatherings, hold performances, and/or have a picnic.



## PART II : PLAN DETAILS

### Steps to Implement the Vision

To be successful careful coordination and public/private cooperation will be needed to implement this plan. Many facets of the plan are interdependent while others can be tackled independently. Further, the timing of implementation actions will be important.

#### Route 133

Apply for sidewalk funding?	Town of Wayne	2018
Urge MaineDOT to coordinate repaving with sidewalk improvements.	"	2017
Paint/mark parking space both sides.	"	2018
Paint/mark two crosswalks.	"	2018
Press MaineDOT to replace and upgrade storm water drainage.	"	2017

#### Wastewater System and Water Runoff

Undertake a professional (low cost) environment assessment.	Sustain Wayne	2017
Continue consultation with Al Frick.	"	ongoing
Apply for grant funds (once all affected owners are on board and possibly with town).	"	2018
Build system once funds and regulatory permits are approved.	Sustain Wayne/ Town of Wayne	2020

#### Off-Street Parking

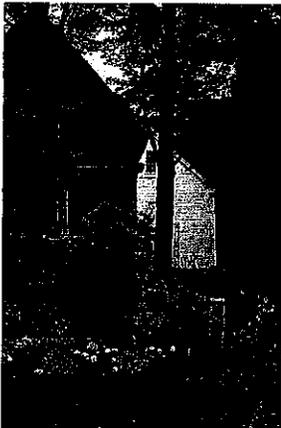
Ascertain if there is buy-in and a commitment from affected property owners.	Sustain Wayne	2018/19
Have engineers and/or contractor estimate cost of building new parking and road paving.	"	2018
Construct one-way loop and new parking areas.	Sustain Wayne/ Town of Wayne	2021

**Town Regulations**

Have the Planning Board revise the town parking requirement to promote shared parking.	Planning Board	2017/18
Investigate voluntary or town-imposed design standards in the village.	"	2018
Consider a larger Village Historic District designation.	"	2019

**Other**

Determine if there is support for a village garden club tasked with making quality, coordinated improvements to the public parks and sidewalks – with maintenance, planting, streetscape elements, etc.	Sustain Wayne	2020
Investigate the feasibility of pedestrian-scale lights throughout the village.	"	2022
Erect "Welcome to Wayne Village" signs at the gateways to the village area.	Town of Wayne	2019
Informational and regulatory signs are poorly placed and designed. Adopt a standard approach, font, and color for all these signs, on Route 133 and in the public parks.	Sustain Wayne	ongoing
Continue to apply for grants and donations.	Town of Wayne	2022



**Summary Papers**

The following papers were prepared so as to record important points from meetings and observations relevant to the Wayne Village Plan.

- Composting Toilets – Pros and Cons
- The Wayne Comprehensive Plan – Village Goals
- A Critique of Wayne's Off-Street Parking Rules
- Traffic and Transportation
- Crosswalk Issues
- Wastewater and Water Issues
- Questionnaire Results

## Composting Toilets - Pros and Cons

### Sustain Wayne

#### Contacts for Composting Toilets

Marc Rosenbaum PE 508 693 4850

Expert; has designed many state of the art systems throughout New England; recommends eco-waste solutions. Suggested checking these:

- Full Circle Compost, Putney, Vermont
- Cape Cod Eco-toilet Center.com

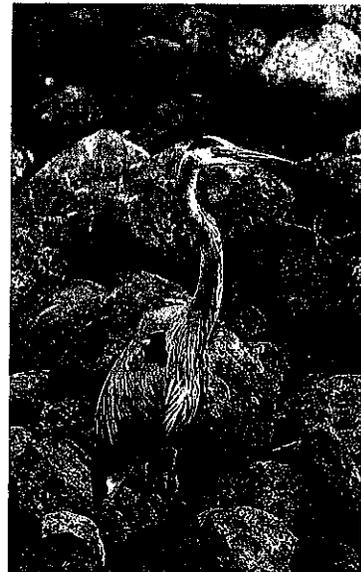
Millard Dority, COA 207 288 5015

Ten years experience managing COA's 6 buildings with Phoenix composting systems; highly recommends this system; he notes:

- Abe Noyes-Hayes (802 387 5357) and Ben Goldman (413 237 7060) installed the system; good to work with
- Clivus system not favored
- Excess liquid effluent held in 1500 gal. tank with overflow to municipal system
- whole system need management supervision, which is easy
- Phoenix uses just 6 oz. of water per use

#### Phoenix System Notes (from website, which is full of info)

- needs electric supply
- must be kept above 55 F to function properly; warmer is better
- sizing is based on annual average uses per day
- excess liquid goes to tank or grey waste field
- can manage 30 to 50 uses per day if the temp is at 65 F; less users (15?) per day at 55 F
- good maintenance is the key
- requires venting to above roof line
- requires bulking agent (wood chips)



### The Wayne Comprehensive Plan – Village Goals

The town's "vision" for the village is summarized below; the 2016 Comprehensive Plan stipulates that Wayne residents should:

- profile its historic assets;
- explore new development opportunities;
- improve walk-ability and safety;
- promote community gathering spaces;
- retain public access to water bodies.

The town's Comprehensive Plan's thorough "analysis" finds:

- the village has picture book beauty;
- the Mill Pond public lands are good for passive recreation, ceremony, farmers market, swimming...
- the highest traffic volume on Main Street (Rt.133) is at the village with 4340 vehicles per day;
- there is a need for better traffic management and standards;
- more efficient off-street parking is needed;
- there are minimal side-walks in the village;
- a pedestrian link between the Ladd Center, through the village, to the elementary school should be investigated;
- the area is designated as Village Residential zone R-1 and areas within 250 ft. of the water are in the Shoreland zone;
- smaller setbacks and added parking should be explored;
- consider porous paving in the village;
- better sewage disposal and storm drainage are needed;
- the village is a designated "Growth" area.

Finally, under the Comprehensive Plan's "implementation section, it is recommended that the town:

- support, financially, needed infrastructure in the village;
- provide a vibrant, active, walk-able village;
- redesign town-owned lots to provide more parking;
- expand the uses permitted in the Mill Pond parks;
- find new uses for vacant building (like the Masonic Hall);
- make pedestrian and bicycle improvements;
- Improve water quality.

This Vision Plan for the village at Mill Pond sets out to address all these important issues. They have high priority because they represent the town's official, adopted, policies and because any and all planning for the village, and subsequent funding, is by law, required to be consistent with the Comprehensive Plan.

### A Critique of Wayne's Off-Street Parking Rules

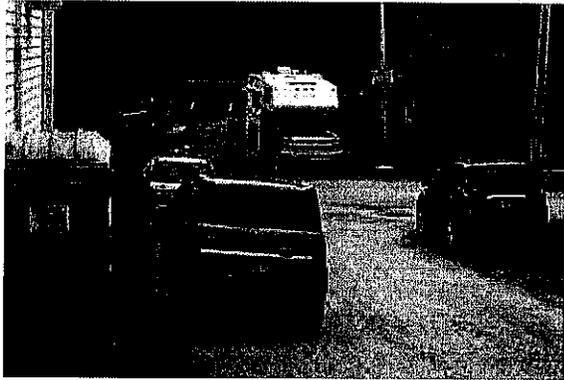
Wayne's off-street parking regulations apply in the village if there is a 200 sq. ft. plus addition to a commercial building or use and if there is a "change in use to an existing building." The latter probably applies to the Masonic Hall project. No additions to other village buildings seem likely in the short term, but a new use, or addition, could occur on the Lincoln parcel.

The minimum requirement under the ordinance for a restaurant in the Masonic Hall, is about 18 or 19 spaces, depending on how ancillary space associated with the seating area is counted. A 50 seat restaurant is assumed in the calculation.

The ordinance is silent on performance, dance, or meeting/communal spaces; however, "commercial establishments not elsewhere classified" are required to provide 1 space/ 200 sq. ft. If this standard were to apply to the Masonic Hall, another 6 or 7 parking spaces are required; this makes a total of about 24 to 26 spaces. The ordinance is also silent as to whether the off-street parking has to be on-site and whether adjacent public or private parking can be counted.

Clearly, and especially given the goal of providing shared parking in the village, the ordinance is detrimental to the future of the village. It has "boiler plate" language that is not business friendly. It ignores contemporary downtown design thinking where the concept of shared parking predominates. Shared parking recognizes that parking demands fluctuate with the season, time-of-day, weekends and weekdays, as well as with the uses found in the area. It argues for reasonable parking provisions that acknowledge the lack of available land for surface parking in built-up areas as well as the availability of on-street and public parking.

Sustain Wayne should urge the Wayne Planning Board to revisit the current off-street language and make suitable changes that acknowledge the special circumstances in the village. This change should be initiated as soon as possible.



## Traffic and Transportation

### Sustain Wayne

#### Summary of Meeting with MaineDOT's Scott Rollins

Present: Gina, Sam, Steve and Brian, representing Wayne Village; Scott Rollins, Assistant Director, Bureau of Transportation Systems Planning

Goal: To present village safety issues and learn from Scott about MaineDOT's programs, procedures and possible assistance.

#### Discussion

Sustain Wayne first identified the most important issues of concern to residents and village businesses. These include:

- through traffic that exceeds the speed limit;
- pedestrian safety on Rt. 133, especially for people crossing the road in front of the General Store;
- lack of sidewalk connecting the Ladd Center to the village and the elementary school;
- an inadequate, or in places no sidewalk on the south side of Rt. 133 and no sidewalk on the north side;
- inadequate, not ADA accessible crosswalks;
- haphazard, unmarked, on-street village parking, especially at the General Store and the Farmers Market;
- elderly concerns about pedestrian safety in the village;
- bicycle safety;
- variable, confusing, inconsistent shoulder line markings;
- an excessively wide entry/exit to the post office lot.

In addition it was pointed out that the town has a mobile speed-reading device and that the AARP has awarded the "Aging at Home" group a grant to purchase and install lighted speed warning signs at both ends of the village area; the grant also provides for two center lane pedestrian crossing signs, at the crosswalks.

With regard to MaineDOT programs, few seem to fit or help Wayne's Village. There are three "partnership programs, the Municipal, Business and Planning programs. They all require from 25% to 50% town match and have little relevance to the town's village issues.

The Bike/Pedestrian program appears more relevant; Scott urged Sustain Wayne to contact MaineDOT's Patrick Adams to learn more. Applications for assistance through this program require a 25% town match. The program is particularly interested in applications relating to pedestrian and bicycle safety and ADA compliance. Applications are reviewed annually, in August.

The discussion on crosswalks centered on:

- who is responsible for painting and maintaining them?
- what standards for marking and locating apply?  
(Contact MaineDOT's David Allen.)
- the use of bump-outs to make crossings safer; and
- the problem of providing a bump-out on the north side of Rt. 133, where there is no sidewalk.

Scott acknowledged that crosswalks with bump-out help "calm" traffic but until MaineDOT schedules repaving work on Rt. 133 such improvements are unlikely; this includes any shoulder lane line marking, re-aligning the center line or assisting with better on-street parking solutions.

Repaving seems unlikely in the near future, as the highway is in good condition at present.

Scott talked about "tactical urbanism" and "take back the streets" movements. MaineDOT also has a "complete streets" policy and advocates "context sensitive solutions". Unfortunately there is no incentive to put these practices in place without town contributing its local share.

We did discuss using temporary traffic safety and traffic calming measures, such as marked/painted sidewalk zones, marked on-street parking spaces and bump-outs. This approach seems feasible and should be explored further with MaineDOT's Patrick Adams and regional planner Gerry Audibert. (624 3315).

Scott referred us to the MaineDOT website to find recent traffic count data for Rt. 133.

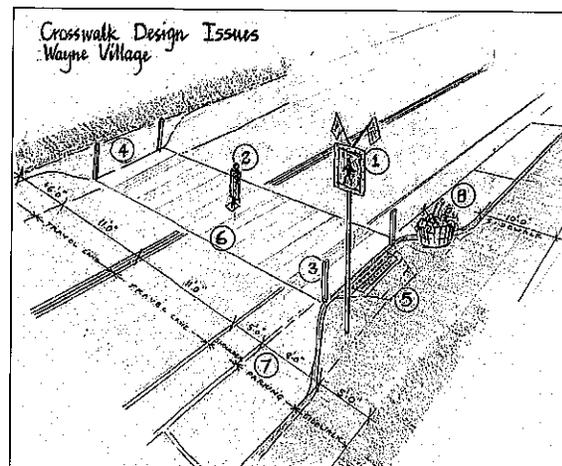
It also appears prudent for the town to formally notify MaineDOT of the issues we face in the village, so they can be incorporated in the Department's long range planning and budgeting.



## Crosswalk Issues

The sketch served to guide discussion on how best to design crosswalks and bump-outs.

1. Pedestrian Crosswalk Signs
  - plain yellow with symbol
  - with flags
  - with LED flashing lights
  - other options?
2. Road Center Moveable Signs
  - provided by town
  - maintenance?
  - effectiveness?
3. Crosswalk Bollards
  - white, plastic? visual keys to crosswalk (as used in Biddeford)
  - effectiveness
  - cost and responsibility
4. Bump-outs
  - rules for placement i.e. need for sidewalk both sides; just bumpout one side? Etc.
  - dimensions; rules?
  - frequency/spacing?
  - MaineDOT review needed?
  - temporary/experimental bump-outs
5. Sidewalks
  - cost sharing? scheduling...
  - curb types
  - temporary fixes...just paint by the town
  - funding, grants?
6. Crosswalk Placement and Surface Treatments
  - who is responsible for placing?
  - maintenance?
  - surface options and cost: paint/plastic/pavers?
  - pattern? width? edging?
7. On-Street Parking
  - who is responsible?
  - will MaineDOT provide?
  - Does town need MaineDOT okay to paint?
8. Street Furniture
  - any advice?
  - presume town must provide and pay?



## Wastewater and Water Issues

### Sustain Wayne

#### Summary of Meeting with State Health Engineering Officials re Village Wastewater and Water Issues

Present: Gina, Sam, Steve, Ken, and Brian, representing Wayne; Brent Lawson, State Plumbing Inspector; Glenn Angel, State Site Evaluator

Date: September 7, 2017

#### The Issues

How can the village best resolve current and future wastewater (sewage disposal) and water supply problems? The buildings/properties that are problematic are:

- the Sustain Wayne Hall: needs water supply and waste disposal systems
- Tubby's: has well; needs better waste disposal system
- the Lincoln building: no current facilities but future services should be planned for
- the General Store: has filtered Mill Pond water supply; needs better waste disposal system.

#### The Discussion

There is consensus that a combined village wastewater disposal system is needed to serve all 4 buildings. It was also agreed that all buildings should be connected to a single, central, tank/pump station nearby and the pumped to a suitable septic field or fields. The discussion then focused on ways to limit wastewater to the pump station (see A below) and where to locate a suitable septic field(s) (see B below). The central point being that the less wastewater (and "strong" effluent) flowing into the system, the smaller (and less costly) the required field. With regard to water supply, it was agreed that the Hall could be served by an on-site well, which could possibly also serve the General Store (see C below).

#### A. Important "Waste Input" Points

- all buildings should use lo-flow appliances and fittings;
- avoid "high strength" uses (such as generated by small breweries and Cumberland Farm type take-out coffee places);
- 150 gpd is the preliminary estimate for toilet use at the Hall, on average, at full use;
- use on-site pre-treatments or "advanced treatments"; note the General Store has advanced treatment at present;
- avoid water softeners if possible;
- limit water use at the Hall, so as to avoid triggering a plus 2000gpd volume, by serving on average, one meal per day for up to 50 seats; (this results in 750gpd, much less than the plus 2000 gpd projected initially);
- try to determine Tubby's and the General Store's daily water use (i.e. gpd) so as to figure their waste input;

- investigate other, advanced treatments such as the : Busse, Fuji, White Knight, Bio-microbics(?) systems which provide tertiary treatment before the waste reaches the pump station;
- composting toilets will not make a significant difference in terms of waste generated, and relative to the total volume needing treatment;
- Brent mentioned that there are folks in Farmington with knowledge of creative internal plumbing approaches.

#### B. Important Points about Septic Field Siting

- observe all required setbacks from wells and water bodies; if a large "public" sized field is needed this means a 300 ft. radius setback;
- soil suitability is the key; it not only determines feasibility of the field but also size;
- a minimum area of one acre is probably needed; but soils, volume and "strength will influence the eventual size;
- the setback from Androscoggin Lake must be based on flood levels that occur when the river backs-up; this elevation is higher than the high water mark.
- there is no longer a reserve area requirement for most septic fields.

#### C. Water Supply Need

- determine if the Hall well would be a "public" or private well, based on volume, as the former would require a 300 ft. setback; the standard for private wells is 100 ft.
- determine if the General Store needs a new water well supply;
- use lo-flow appliances to minimize water consumption;
- Nate Saunders in the Safe Drinking Water program is the expert to talk to regarding use of the Mill Pond as a public water supply.

NOTE: Given the special, constraining, situation in the village, one or more variances may be needed to qualify for an approved solution; the officials indicated that they would carefully review any such requests and acknowledged that the village might qualify for a variance(s). In these cases stricter monitoring is required.

#### Conclusions

It is clear that a cooperative approach to all sewer/water issues is needed if the overall goals of the village are to be achieved. Individual owners will have to reduce and pre-treat waste water and contribute to a common pump station and sewer line that connects to one or more septic fields. After reviewing village wastewater and well supply conditions maps that looked at some 10 potential septic field sites, it appears, based on topography, setback and ownership, that the best option is on the Saunders property. A second site may be on the Johnson Home property.

Because the Saunders land lies across from Mill Pond and the Hall site, the sewer line would have to be carefully planned to avoid freezing. Laying it through or under the Pond was discussed. Such a plan may require Public Lands review and approval.

Questionnaire Results



*Sustain Wayne: Wayne Village Visioning Session*  
**Wayne Village Questionnaire ~ November 2017**

Please provide your comments and answers to the questions below. We welcome your input. Thank you.

**1. Route 133/Main Street Improvements**

	Strongly Support	Support	Unsure	Do Not Support
a. Do you have any safety concerns when walking/biking/driving in the village? If so, please share:	- Yes, need sidewalks from the school to Ladd Center. Need reduced speed starting further from the village- from before the Lord Road to the East. Support the plans for narrowing the village road. - Yes, esp approaching Old Winthrop Road. - Yes, parking, walking, etc. currently BAD! -YES (4) - Trucks too fast! - Yes, hard to walk or drive. Haphazard. - Yes, school kids walking and biking. - High speed and safe area for walking needs improvement.			
b. Do you support more speed warning signs in the Village Area?	6	2	2**** *****	1**
c. Do you support adding a third village crosswalk in front of the General Store (currently one near the post office and one near Pond Road).	9	2	1***	
d. Are you in favor of extending sidewalks along the south (Mill Pond) side of Rt. 133?	8	3	1	
e. Do you favor marked, on-street parallel parking on both sides of the street?	7	4*	1	

\* Though sometimes marked areas may be larger than needed for compact cars.

\*\* Rather done with parking than signs.

\*\*\* Unsure, would have to hear from general store.

\*\*\*\* Support the new signs. Not sure if we need more.

\*\*\*\*\* Not sure more than one entering each way.

**2. Shared Wastewater Treatment System for the Village** – including the former Masonic Hall, Wayne General Store, Tubby's, with options to hook up in the future for the Post Office and Lincoln property.

	Strongly Support	Support	Unsure	Do Not Support
a. Do you support the concept of a shared wastewater treatment system?	6	3	3*	
b. Would you support Town assistance with a shared wastewater treatment system for the village?	3	4***	4**	1

- \* Business Decision.
- \*\* Have to wait for town feedback.
- \*\*\* If provided public toilet facilities.

**3. Shared Off-street Parking behind the Main Street Village Buildings**

	Strongly Support	Support	Unsure	Do Not Support
a. Do you support creating common, public parking behind the village buildings (see map)?	5	6**	1	
b. Do you have any suggestions of other possible parking lot locations?	Ladds. Parallel parking along Back Stt. AYC lot, church, Ladd- use shuttles for planned events. Is there space by fire station with sidewalks to it? Roderick Park?			
c. Would you support Town financing of a municipal parking lot?	3	5*	4***	

- \* On town property or long-term lease to the Town (at no cost for the lease).
- \*\* With discussion
- \*\*\* Depends on location

**4. Mill Pond Area Improvements**

	Strongly Support	Support	Unsure	Do Not Support
a. Do you support proposed ideas for Town-owned parks?	4	4		
b. Do you support a fence being built around the park on Memorial Park Lane?			8	4
c. Do you support a Gazebo being built by the Mill Pond?	3	2*	6	1
d. Do you support a formalized gathering area by way of sloped grassy area in Memorial Park?	5	5	2**	

Additional ideas and Comments?	- Water accessibility and visibility from parks. - Work with planning board on setback issues for gazebo - Kayak canoe landing
--------------------------------	--

\* Yes, if it fits with zoning and if there are some real events it could be used for.

\*\* Probably can't picture it.

### 5. Sustain Wayne's Hall Project

	Strongly Support	Support	Unsure	Do Not Support
a. Do you support Sustain Wayne's vision to restore the former Masonic Hall into a restaurant and teaching kitchen emphasizing the use of local foods, winter farmers' market, function and office space, and performing arts space?	7	5* **		
b. What else would you like to see the former Masonic Hall used for?	Museum/exhibit space Art- visual -> integrates community! Radio station, health center Blood draw lab. Seamstress Healthcare services			

\* Yes, as long as the activities support existing businesses and don't compete.

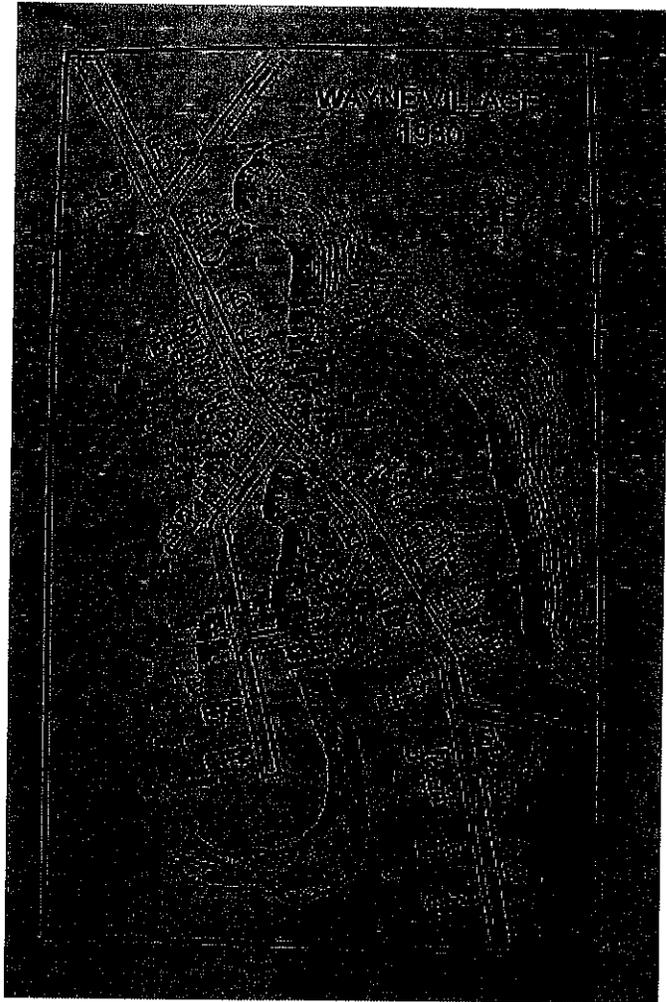
\*\* Local foods top priority and winter farmers' market.

### 6. Village Vision and the Town Comprehensive Plan

	Strongly Support	Support	Unsure	Do Not Support
a. Would you support a request to the Town of Wayne to incorporate this Village Plan as part of the Town Comprehensive Plan? Doing so will provide a visual representation for ideas conveyed in the Comprehensive Plan, as well and increase chances of winning grant support to complete these projects.	4	4*	1	

\* Yes, but the Town should have more detailed planning for the Village from Route 216 to the top of the hill heading East and from the school to the Ladd Center.

\*\* Two people also noted that they believe it already corresponds to comp. plan.



Allison Whelchel  
TRIO Account Manager

Harris Local Government  
56 Banair Road  
Bangor Maine 04401

office 207-942-6222, ext. 2  
email [awhelchel@harrislocalgov.com](mailto:awhelchel@harrislocalgov.com)



January 19, 2018

Wayne, Town of  
Aaron Christowsky  
PO Box 400  
Wayne, ME 04284

Hello Aaron,

We are very excited about the progress of the next version of TRIO, TRIO Web, and being able to offer this to you. I want to make sure you are ready for the release of TRIO Web by securing your spot for the SQL Upgrade. Because we have over (430) customers to upgrade, this conversion could take years to get all of our customers upgraded. With that said, you will want to reserve your spot now.

I have attached the price of the SQL upgrade in the form of an agreement to the cost of the upgrade along with the request to reserve your upgrade time. Remember you will not be billed for the upgrade until after the conversion has taken place. This agreement is a commitment for the upgrade and to request to be put on the conversion schedule.

Simply sign, scan and email the attached quotation back to me. Once received, I will contact you to discuss an available upgrade slot and the conversion specialist contact you for final confirmation. If you have any questions, please don't hesitate to let me know.

Thank you,

A handwritten signature in black ink that reads "Allison Whelchel". The signature is written in a cursive, flowing style.

Allison Whelchel  
TRIO Account Manager  
Harris Local Government

# Upgrade Summary

Upgrading your TRIO database to SQL is required prior to the migration to TRIO Web scheduled for availability in early 2019. The key benefits and system requirements for the upgrade are outlined below:

## Key Benefits

- ✓ Completes Phase 1 requirement of the TRIO Web upgrade
- ✓ Database upgrade from Microsoft Access data files to a true Microsoft SQL Server database
- ✓ Introduces an integrated Central Parties system allowing names and addresses to be updated from a central location rather than needing to make repetitive updates in multiple accounts or applications
- ✓ Centralized customer database allows for one customer record to be linked to multiple modules
- ✓ No more Compact & Repair
- ✓ Contains new functionality and processes, latest features include:
  - Trial Balance Report
  - Account Inquiry Screen
  - Raw data exports from Budgetary reports
  - Ability to email Payroll check stubs
  - Ability to view AP invoices
  - Ability to attach documents to invoices
  - And more...
- ✓ Direct data access through SQL Server Management Studio for more flexible reporting and inquiry
- ✓ Improved data stability

## System Requirements

These system requirements are the minimum needed to run Microsoft SQL Server 2008 R2 Express. System requirements may vary depending on the version of Microsoft SQL Server installed.

- Windows 7 / Windows Server 2008, or newer
- 1 GB Memory (4 GB is recommended)
- 30 GB free hard disk space
- Any standard Windows PC will work as a workstation

For additional information on the next version of TRIO, TRIO Web, please visit [www.trio-web.com](http://www.trio-web.com).



Date: \_\_\_\_\_  
 Quotation No.: \_\_\_\_\_  
 Prepared By: Allison Whelchel

## Quotation

This understanding between Wayne, Town of at PO Box 400, Wayne, ME 04284 ("Purchaser") and N. Harris Computer Corporation at 2429 Military Road Suite 300, Niagara Falls, NY 14304 ("Harris") confirms the purchase of the following licensed software products and/or services:

Item	Description	Quantity	Unit Price	Extended Price
<i>Professional Services</i>				
1.	TRIO Access to SQL Upgrade Upgrade includes conversion, quality assurance testing, implementation and training on additional functionality.	1	\$2,649.95	\$2,649.95
<i>subtotal for Professional Services:</i>				\$2,649.95

TOTAL NET PRICE: \$2,649.95

To move forward with this purchase, please approve this quote/contract and return to:

Allison Whelchel  
 awhelchel@harrislocalgov.com

**Payment Terms:** Order will be processed with the return of signed quote. The quotation does not include licenses or hardware, only services. Services will be billed as the work is performed.

**Travel and Lodging for Services:** Travel and lodging for services is not required for the SQL upgrade therefore has not included within the scope of this quotation.

**Applicable Tax:** Quote does not include applicable sales tax. If the Purchaser is Tax Exempt, a Tax Exemption Certificate (or other documentation) must be provided with this signed contract. Otherwise, applicable sales tax will be applied at the time of billing.

Purchaser: Wayne, Town of

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

## Wayne Town Manager

---

**From:** Eric Dyer <readfield.tmgr@roadrunner.com>  
**Sent:** Tuesday, January 30, 2018 11:34 AM  
**To:** jonbeekman@hotmail.com; lbad\_2004@yahoo.com; townmanager@waynemaine.org; birtwellfarm@gmail.com; readfieldrovers@myfairpoint.net; sharradon@gmail.com; bfraco@gmail.com; fayette@myfairpoint.net; kwoodsum@readfieldmaine.org; solsticeme@gmail.com; bweimont@yahoo.com  
**Cc:** readfield.finance@roadrunner.com; Robin Lint; andyinme@gmail.com; Peter Davis; Martin Hanish; Val; ellenjaneschneiter1@gmail.com  
**Subject:** Draft Budget  
**Attachments:** FY19 - Transfer Station\_1.pdf

Good morning SWRC members (and Budget Committee members),

I've completed the draft budget for the Transfer Station and have attached revenue and expense amounts for the operating and capital budgets, along with the summary cost schedule. The summary cost schedule has been expanded to show the relative changes from last year in dollars and percent. A few key factors are affecting the budget this year:

- The 2018 State Valuation has changed the relative liability for each municipality, shifting more of the burden to Wayne as their property values increased and values in Readfield and Fayette decreased. Aaron has his work cut out for him when the school district puts out their numbers.....
- China's move to limit their imports of recyclable materials has turned the market upside down. We paid \$55 per ton to ecomaine for recycling last month. After speaking with Lissa Bitterman of ecomaine I believe that number is more or less "shock" pricing and the cost will come down as the markets adjust to the new normal. Lissa suggested that a price of \$40 - \$50 per ton over the next year is not unreasonable. For budget purposes I've assumed \$50, with no offsetting revenue. In the end the cost increase is estimated at \$10,000 over and above last year's numbers.
- The backhoe gets older every year and we have seen increasing repair and maintenance costs. This is a relatively small number but adds \$2,000.
- Increases in labor costs (as negotiated under the union contract) add just over \$4,000 to the budget over last year's numbers.
- The collection of user fees is not keeping pace with projections. I hope that the new gatehouse will help with this problem, as will a prospective increase in the cost to dispose of "clean wood". Other revenue streams have been doing better, which makes the revenue picture a little brighter but we are still down from last year by \$1,000.

The above items sum pretty squarely to the roughly \$17,000 overall increase in the Transfer Station budget, but there are ups and downs all over the place that net out.

I look forward to seeing the SWRC tomorrow evening!

Eric

Eric Dyer, Town Manager  
Town of Readfield, ME  
Office – 207-685-4939  
Direct Line – 207-685-1818  
Cell – 207-242-5437

**Readfield Transfer Station  
Budget Estimates**

Fiscal Year 2019 Estimated:	
Gross Expenses	\$ 298,936
Gross Revenues	\$ 43,450
Net Operating Cost	\$ 255,486

Fiscal Year 2019 Estimated Net Operating and Capital Costs					
Town	2018 State Valuation	Multiplier	Operating Cost	Capital Cost (8%)	Total Cost
Readfield	\$ 259,450,000	42.214%	\$ 107,852	\$ 8,628	\$ 116,480
Wayne	\$ 192,650,000	31.346%	\$ 80,084	\$ 6,407	\$ 86,490
Fayette	\$ 162,500,000	26.440%	\$ 67,550	\$ 5,404	\$ 72,954
<b>TOTAL</b>	<b>\$ 614,600,000</b>	<b>100.000%</b>	<b>\$ 255,486</b>	<b>\$ 20,439</b>	<b>\$ 275,925</b>

Fiscal Year 2018 - 2019 Changes in Operating Cost				
Town	2018 Operating Cost	2019 Operating Cost	\$ Change	% Change
Readfield	\$ 100,940	\$ 107,852	\$ 6,912	7%
Wayne	\$ 73,774	\$ 80,084	\$ 6,310	9%
Fayette	\$ 63,412	\$ 67,550	\$ 4,138	7%
<b>TOTAL</b>	<b>\$ 238,126</b>	<b>\$ 255,486</b>	<b>\$ 17,360</b>	<b>7%</b>

Fiscal Year 2018 - 2019 Changes in Capital Cost				
Town	2018 Capital Cost	2019 Capital Cost	\$ Change	% Change
Readfield	\$ 8,075	\$ 8,628	\$ 553	7%
Wayne	\$ 5,902	\$ 6,407	\$ 505	9%
Fayette	\$ 5,073	\$ 5,404	\$ 331	7%
<b>TOTAL</b>	<b>\$ 19,050</b>	<b>\$ 20,439</b>	<b>\$ 1,389</b>	<b>7%</b>

# Operating Budget

Readfield  
10:22 AM

## Custom Budget Report

01/30/2018  
Page 1

### Expense

Dept/Div:	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 YTD	2019 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
70-10 SOLID WASTE / TRANSFER STATION								
ADMINISTRATION								
10-10 ADVERTISING	0.00	0.00	0.00	250.00	0.00	250.00	0.00	.00%
10-25 EDUCATION	0.00	0.00	0.00	250.00	0.00	250.00	0.00	.00%
10-45 MEMBERSHIPS	468.00	473.00	429.00	475.00	0.00	475.00	0.00	.00%
10-55 OFFICE SUPPLIES	24.14	265.00	1,699.48	2,000.00	1,320.00	1,000.00	-1,000.00	-50.00%
10-80 TRAINING & CONFERENCES	250.00	740.62	55.00	250.00	150.00	250.00	0.00	.00%
10-95 Recycling Bins	0.00	0.00	0.00	500.00	75.00	0.00	-500.00	-100.00%
	742.14	1,478.62	2,183.48	3,725.00	1,545.00	2,225.00	-1,500.00	-40.27%
ADMINISTRATION								
INSURANCE								
15-20 HEALTH INSURANCE	26,604.51	25,093.56	24,263.60	28,000.00	15,000.96	28,200.00	200.00	.71%
15-25 HEALTH REIMBURSEMENT	0.00	1,468.00	363.00	371.00	976.00	1,700.00	1,329.00	358.22%
1/2 Annual membership, 48 Annual Maint per person								
15-60 UNEMPLOYMENT	1,492.09	1,658.37	882.99	725.00	182.71	561.00	-164.00	-22.62%
15-80 WORKERS COMP	3,599.05	3,192.12	3,314.00	3,600.00	2,141.48	3,500.00	-100.00	-2.78%
	31,695.65	31,412.05	28,823.59	32,696.00	18,301.15	33,961.00	1,265.00	3.87%
INSURANCE								
PERSONNEL								
20-20 FICA	5,049.62	5,078.31	5,267.38	5,255.00	3,257.79	5,550.00	295.00	5.61%
20-30 MILEAGE	694.56	777.27	441.22	500.00	234.70	500.00	0.00	.00%
20-40 RETIREMENT	5,331.65	4,464.15	4,084.84	4,400.00	2,774.48	5,550.00	1,150.00	26.14%
20-60 WAGES	60,066.52	62,544.36	65,083.51	64,300.00	40,051.99	66,800.00	2,500.00	3.89%
20-90 CLOTHING ALLOWANCE	200.00	100.00	0.00	600.00	121.50	800.00	200.00	33.33%
	71,342.35	72,964.09	74,876.95	75,055.00	46,440.46	79,200.00	4,145.00	5.52%
PERSONNEL								
UTILITIES								
40-30 ELECTRIC	2,473.85	2,050.57	2,223.01	2,500.00	1,207.73	2,600.00	100.00	4.00%
40-60 HEATING	1,440.36	888.23	556.01	900.00	384.76	800.00	-100.00	-11.11%
40-70 LAVATORY	500.00	250.00	500.00	500.00	250.00	500.00	0.00	.00%

### Custom Budget Report

#### Expense

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 YTD	2019 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 70-10 SOLID WASTE / TRANSFER STATION CONT'D								
40-80 TELEPHONE	375.32	460.05	498.55	500.00	292.98	550.00	50.00	10.00%
UTILITIES	4,789.53	3,648.85	3,777.57	4,400.00	2,135.47	4,450.00	50.00	1.14%
CONTRACT SERVICES								
50-80 TS CONTAINER RENTAL	253.68	275.45	232.54	300.00	126.84	300.00	0.00	.00%
50-81 TRANSFER STATION HAULING	28,388.70	30,159.05	30,635.56	39,000.00	18,690.76	36,000.00	-3,000.00	-7.69%
50-82 SINGLE SORT TIPPING	4,863.01	6,732.85	239.70	5,000.00	3,104.46	15,000.00	10,000.00	200.00%
\$50 per ton (variable rate)								
50-83 DEMO TIPPING	16,610.06	24,704.88	16,623.63	25,750.00	11,191.71	23,000.00	-2,750.00	-10.68%
50-84 FREON DISPOSAL	1,387.50	915.00	1,642.50	1,200.00	1,057.50	1,200.00	0.00	.00%
50-86 TIRE DISPOSAL	804.00	1,708.00	1,572.00	1,950.00	788.00	1,800.00	-150.00	-7.69%
50-87 TRASH TIPPING	59,195.50	58,396.90	72,075.48	78,000.00	43,591.50	82,000.00	4,000.00	5.13%
50-88 UNIVERSAL WASTE DISPOSAL	26.57	315.18	296.66	400.00	233.17	400.00	0.00	.00%
50-89 WOOD & BRUSH REMOVAL	3,314.60	0.00	0.00	4,500.00	5,636.50	6,000.00	1,500.00	33.33%
50-95 WEB HOSTING	50.00	55.00	50.00	350.00	210.00	300.00	-50.00	-14.29%
CONTRACT SERVICES	114,893.62	123,262.31	123,368.07	156,450.00	84,630.44	166,000.00	9,550.00	6.10%
EQUIP OPERATION, REPAIR, MAINT								
60-35 EQUIPMENT MAINTENANCE	1,239.00	0.00	1,034.20	1,500.00	0.00	1,000.00	-500.00	-33.33%
60-60 Equipment Lease/Rent	0.00	0.00	1,240.00	0.00	841.20	1,000.00	1,000.00	100.00%
60-74 Personal Protective Gear	52.99	0.00	158.14	150.00	185.80	200.00	50.00	33.33%
EQUIP OPERATION, REPAIR, MAINT	1,291.99	0.00	2,432.34	1,650.00	1,027.00	2,200.00	550.00	33.33%
BUILDING O&M								
70-30 FURNACE MAINTENANCE	0.00	0.00	0.00	300.00	0.00	100.00	-200.00	-66.67%
70-40 GROUNDS	0.00	0.00	0.00	200.00	0.00	100.00	-100.00	-50.00%
70-60 MAINTENANCE	160.54	2,569.29	795.20	500.00	75.88	500.00	0.00	.00%
70-70 SUPPLIES	323.45	58.36	81.08	100.00	358.48	200.00	100.00	100.00%
BUILDING O&M	483.99	2,627.65	876.28	1,100.00	434.36	900.00	-200.00	-18.18%

### Custom Budget Report

#### Expense

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 YTD	2019 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 70-10 SOLID WASTE / TRANSFER STATION CONT'D								
PUBLIC WAYS OPERATION & MAINT								
80-10 CONTRACT SERVICES striping	207.50	5,681.00	4,999.66	1,500.00	750.00	1,500.00	0.00	.00%
80-60 ROAD REPAIR	160.00	213.75	360.00	500.00	0.00	500.00	0.00	.00%
80-80 SIGNS/SUPPLIES	73.51	1,980.04	22.62	100.00	0.00	500.00	400.00	400.00%
PUBLIC WAYS OPERATION & MAINT	441.01	7,874.79	5,382.28	2,100.00	750.00	2,500.00	400.00	19.05%
TRANSFER STATION	225,680.28	243,268.36	241,720.56	277,176.00	155,263.88	291,436.00	14,260.00	5.14%
Dept/Div: 70-50 SOLID WASTE / BACKHOE								
EQUIP OPERATION, REPAIR, MAINT								
60-30 FUEL/OIL	1,357.35	591.87	1,213.75	1,200.00	881.29	1,500.00	300.00	25.00%
60-55 Backhoe	-83.09	1,856.98	4,969.72	4,000.00	10,941.43	6,000.00	2,000.00	50.00%
EQUIP OPERATION, REPAIR, MAINT	1,274.26	2,448.85	6,183.47	5,200.00	11,822.72	7,500.00	2,300.00	44.23%
BACKHOE	1,274.26	2,448.85	6,183.47	5,200.00	11,822.72	7,500.00	2,300.00	44.23%
SOLID WASTE	226,954.54	245,717.21	247,904.03	282,376.00	167,086.60	298,936.00	16,560.00	5.86%
<b>Expense Totals:</b>	<b>226,954.54</b>	<b>245,717.21</b>	<b>247,904.03</b>	<b>282,376.00</b>	<b>167,086.60</b>	<b>298,936.00</b>	<b>16,560.00</b>	<b>5.86%</b>

### Custom Budget Report

#### Revenue

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 YTD	2019 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept: 70 SOLID WASTE								
7010 TRANSFER STATION FEES	20,971.50	30,154.50	34,381.00	35,000.00	21,842.25	33,000.00	-2,000.00	-5.71%
7023 TS RECYCLABLES - METAL	19,048.89	6,845.10	7,946.40	8,000.00	9,718.10	10,000.00	2,000.00	25.00%
7026 TS Single Sort Recycling	0.00	0.00	1,590.94	500.00	1,538.31	0.00	-500.00	-100.00%
7040 Commercial Haulers Permits 75* 6 Haulers	300.00	375.00	1,031.25	450.00	450.00	450.00	0.00	.00%
7089 TS Fayette Share	0.00	0.00	34,634.35	63,412.00	28,396.09	67,550.00	4,138.00	6.53%
7090 TS REVENUES - WAYNES SHARE	101,716.38	101,242.16	99,294.13	73,774.00	54,931.74	80,084.00	6,310.00	8.55%
SOLID WASTE	142,036.77	138,616.76	178,878.07	181,136.00	116,876.49	191,084.00	9,948.00	5.49%
<b>Revenue Totals:</b>	<b>142,036.77</b>	<b>138,616.76</b>	<b>178,878.07</b>	<b>181,136.00</b>	<b>116,876.49</b>	<b>191,084.00</b>	<b>9,948.00</b>	<b>5.49%</b>

# Capital Budget

Readfield  
11:03 AM

## Custom Budget Report

01/30/2018  
Page 7

### Expense

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 YTD	2019 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept/Div: 65-70 CAPITAL IMPROVEMENTS / Transfer Station								
ADMINISTRATION								
10-50 MISC.	0.00	0.00	0.00	19,050.00	0.00	20,439.00	1,389.00	7.29%
Capital Reserve for future projects -all three Towns reserve								
ADMINISTRATION								
EQUIPMENT REPLACEMENT	0.00	0.00	0.00	19,050.00	0.00	20,439.00	1,389.00	7.29%
65-30 CAPITAL EQUIPMENT	1,665.00	4,285.00	4,900.00	0.00	0.00	6,000.00	6,000.00	100.00%
Rolloff Container								
EQUIPMENT REPLACEMENT	1,665.00	4,285.00	4,900.00	0.00	0.00	6,000.00	6,000.00	100.00%
BUILDING O&M								
70-60 MAINTENANCE	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00	100.00%
Gate house 4x8								
BUILDING O&M	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00	100.00%
Transfer Station	1,665.00	4,285.00	4,900.00	19,050.00	0.00	31,439.00	12,389.00	65.03%

# Custom Budget Report

## Revenue

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 YTD	2019 Initial	Init Req vs Curr Bud Change \$	Init Req vs Curr Bud Change %
Dept: 65 CAPITAL IMPROVEMENTS								
6525 Ballfields	0.00	0.00	7.00	0.00	1.22	0.00	0.00	.00%
6570 Transfer Station	0.00	0.00	0.00	10,975.00	5,487.48	11,811.00	836.00	7.62%
5902 Wayne, 5073 Fayette								
9000 Maranacook Dam	0.00	0.00	0.00	0.00	0.00	177,300.00	177,300.00	100.00%
CAPITAL IMPROVEMENTS	0.00	0.00	7.00	10,975.00	5,488.70	189,111.00	178,136.00	1623.11%
<b>Revenue Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>7.00</b>	<b>10,975.00</b>	<b>5,488.70</b>	<b>189,111.00</b>	<b>178,136.00</b>	<b>1623.11%</b>

**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: [tgerow@yahoo.com](mailto:tgerow@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 Irving  
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

# 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>158,134.06</b>	<b>69,671.94</b>	<b>69.42</b>
<b>01 - Salaries</b>	<b>159,489.00</b>	<b>89,759.56</b>	<b>69,729.44</b>	<b>56.28</b>
01 - Selectmen	7,162.00	3,581.10	3,580.90	50.00
05 - Town Manager	50,000.00	28,836.00	21,164.00	57.67
15 - Treasurer	3,000.00	1,500.00	1,500.00	50.00
20 - Tax Collector	22,686.00	12,744.96	9,941.04	56.18
25 - Town Clerk	23,532.00	14,018.68	9,513.32	59.57
35 - Meeting Clerk	603.00	0.00	603.00	0.00
70 - Med/Fica	8,184.00	4,641.99	3,542.01	56.72
75 - Health Insurance	38,561.00	22,638.45	15,922.55	58.71
80 - Retirement	4,811.00	1,381.81	3,429.19	28.72
81 - Income Protection plan	950.00	416.57	533.43	43.85
<b>02 - Operating Expense</b>	<b>21,861.00</b>	<b>21,426.13</b>	<b>434.87</b>	<b>98.01</b>
01 - Office Expense	3,000.00	2,621.61	378.39	87.39
05 - Travel expenses	900.00	411.84	488.16	45.76
10 - Training Expense	1,000.00	599.75	400.25	59.98
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	3,623.08	-623.08	120.77
<b>03 - Contractual</b>	<b>43,956.00</b>	<b>42,430.46</b>	<b>1,525.54</b>	<b>96.53</b>
01 - Legal Services	10,000.00	7,941.82	2,058.18	79.42
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	5,647.64	-1,647.64	141.19
<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>18,285.03</b>	<b>36,785.97</b>	<b>33.20</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>13,171.62</b>	<b>26,828.38</b>	<b>32.93</b>
60 - Fire Operations	22,000.00	10,690.00	11,310.00	48.59
61 - Fire Communications	4,000.00	1,786.62	2,213.38	44.67
62 - Fire Equipment	14,000.00	695.00	13,305.00	4.96
<b>105 - Assessing</b>	<b>22,800.00</b>	<b>16,550.00</b>	<b>6,250.00</b>	<b>72.59</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>14,750.00</b>	<b>6,250.00</b>	<b>70.24</b>
30 - Assessing/Mapping	15,000.00	14,750.00	250.00	98.33
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>7,539.90</b>	<b>5,974.10</b>	<b>55.79</b>
<b>01 - Salaries</b>	<b>12,514.00</b>	<b>7,449.90</b>	<b>5,064.10</b>	<b>59.53</b>
56 - Code Enforcement Officer	11,625.00	6,822.90	4,802.10	58.69
70 - Med/Fica	889.00	627.00	262.00	70.53
<b>65 - Unclassified</b>	<b>1,000.00</b>	<b>90.00</b>	<b>910.00</b>	<b>9.00</b>
20 - Conservation Commission	0.00	45.00	-45.00	----
30 - Ordinance & Mapping	1,000.00	45.00	955.00	4.50
<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>209,036.51</b>	<b>83,253.49</b>	<b>71.52</b>
<b>03 - Contractual</b>	<b>169,790.00</b>	<b>113,441.74</b>	<b>56,348.26</b>	<b>66.81</b>
55 - Parking Lot Plowing	3,827.00	1,800.00	2,027.00	47.03
60 - Road Plowing	162,963.00	108,641.74	54,321.26	66.67
75 - Roadside mowing	3,000.00	3,000.00	0.00	100.00
<b>05 - Utilities</b>	<b>500.00</b>	<b>262.32</b>	<b>237.68</b>	<b>52.46</b>
05 - Electricity	500.00	262.32	237.68	52.46
<b>25 - Roads</b>	<b>122,000.00</b>	<b>95,332.45</b>	<b>26,667.55</b>	<b>78.14</b>
01 - Roads Administration	1,000.00	1,648.72	-648.72	164.87
05 - Brush/Tree removal	12,000.00	4,955.00	7,045.00	41.29
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>57,882.72</b>	<b>23,293.28</b>	<b>71.31</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>57,882.72</b>	<b>21,793.28</b>	<b>72.65</b>
65 - Transfer Station Operations	73,774.00	54,931.74	18,842.26	74.46
66 - Transfer Station CIP	5,902.00	2,950.98	2,951.02	50.00
<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>2,191.04</b>	<b>432.96</b>	<b>83.50</b>
<b>02 - Operating Expense</b>	<b>1,600.00</b>	<b>1,618.24</b>	<b>-18.24</b>	<b>101.14</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	330.99	-130.99	165.50
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>2,450,510.25</b>	<b>1,033,774.75</b>	<b>70.33</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>3,116,418.00</b>	<b>-2,674,950.00</b>	<b>705.92</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	5,908.74	6,091.26	49.24
05 - MV Agent fees	5,000.00	2,652.00	2,348.00	53.04
06 - IFW Agent fees	1,000.00	262.00	738.00	26.20
07 - Motor Vehicle excise	250,000.00	145,716.06	104,283.94	58.29
08 - Boat Excise	5,000.00	1,144.60	3,855.40	22.89
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	110.26	4,889.74	2.21
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	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>631.00</b>	<b>119.00</b>	<b>84.13</b>
01 - Dog fees	750.00	631.00	119.00	84.13
<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>3,198,592.16</b>	<b>-2,672,814.16</b>	<b>608.35</b>



# General Ledger Summary Report

Fund(s): ALL

ALL

Account	Beg Bal Net	----- Y T D -----		Net	Pending Activity	Balance Net
		Debits	Credits			
<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	53,641.32	54,811.34	1,170.02	-944.15	1,627.75
310-03 State Vital Fees	53.60	65.20	65.20	0.00	0.00	53.60
310-15 IFW	-19.00	7,686.83	9,142.53	1,455.70	-1,428.50	8.20
310-30 Dog License State	0.40	493.00	834.00	341.00	0.00	341.40
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	0.00	-19,290.34	0.00	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	25,283.65	25,216.60	-67.05	0.00	-67.05
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	737.35	737.35	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	2,984.19	2,984.19	0.00	0.00	0.00
330-50 MMEHT with holding	-64.91	4,006.29	3,864.14	-142.15	0.00	-207.06
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>5,896,751.15</b>	<b>6,836,028.32</b>	<b>939,277.17</b>	<b>0.00</b>	<b>1,683,451.13</b>
500-00 Expense control	0.00	2,402,620.15	3,627,512.16	1,224,892.01	0.00	1,224,892.01
510-00 Revenue control	0.00	535,624.00	3,208,516.16	2,672,892.16	0.00	2,672,892.16
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>0.00</b>	<b>123,721.21</b>	<b>123,721.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Assets</b>	<b>1,531.89</b>	<b>56,862.09</b>	<b>66,859.12</b>	<b>-9,997.03</b>	<b>0.00</b>	<b>-8,465.14</b>
199-01 Due to/from	1,531.89	56,862.09	66,859.12	-9,997.03	0.00	-8,465.14
<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>66,859.12</b>	<b>56,862.09</b>	<b>-9,997.03</b>	<b>0.00</b>	<b>-8,465.14</b>
500-00 Expense Control	0.00	66,859.12	1,004.95	-65,854.17	0.00	-65,854.17
510-00 Revenue Control	0.00	0.00	55,857.14	55,857.14	0.00	55,857.14
520-00 Fund Balance	1,531.89	0.00	0.00	0.00	0.00	1,531.89
<b>3 - Special Revenues</b>	<b>0.00</b>	<b>112,229.69</b>	<b>112,229.69</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Assets</b>	<b>14,690.87</b>	<b>56,278.66</b>	<b>55,951.03</b>	<b>327.63</b>	<b>0.00</b>	<b>15,018.50</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	56,278.66	55,951.03	327.63	0.00	13,097.27

# General Ledger Summary Report

Fund(s): ALL

ALL

Account	Beg Bal	----- Y T D -----		Net	Pending Activity	Balance Net
	Net	Debits	Credits			
<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>55,951.03</b>	<b>56,278.66</b>	<b>327.63</b>	<b>0.00</b>	<b>15,018.50</b>
500-00 Expense Control	0.00	55,951.03	6,104.66	-49,846.37	0.00	-49,846.37
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>1,019,476.47</b>	<b>1,019,476.47</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Assets</b>	<b>430,864.57</b>	<b>355,000.00</b>	<b>307,707.91</b>	<b>47,292.09</b>	<b>0.00</b>	<b>478,156.66</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	307,707.91	47,292.09	0.00	405,073.32
<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>664,476.47</b>	<b>711,768.56</b>	<b>47,292.09</b>	<b>0.00</b>	<b>478,156.66</b>
500-00 Expense Control	0.00	177,707.91	0.00	-177,707.91	0.00	-177,707.91
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 Net	----- Y T D -----			Pending Activity	Balance Net
		Debits	Credits	Net		
<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>	<b>0.00</b>	<b>3,255.77</b>	<b>3,255.77</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Assets</b>	<b>83,569.91</b>	<b>1,500.00</b>	<b>1,755.77</b>	<b>-255.77</b>	<b>0.00</b>	<b>83,314.14</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	1,500.00	1,755.77	-255.77	0.00	-604.58
<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>1,755.77</b>	<b>1,500.00</b>	<b>-255.77</b>	<b>0.00</b>	<b>83,314.14</b>
500-00 Expense Control	0.00	1,755.77	0.00	-1,755.77	0.00	-1,755.77
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>13,474,636.15</b>	<b>13,474,636.15</b>	<b>0.00</b>	<b>2,372.65</b>	<b>2,372.65</b>

## **Town News – February 2018**

Your second installment of property taxes is **due by January 31, 2018**. Interest will begin to accrue on February 1, 2018 at 7% per annum.

Winter is here! Winter sand is available for residents use at home on Fairbanks Road near the Town Sand/ Salt Shed, only two buckets per storm.

Please take notice, Maine State Law: 29-A, M.R.S.A. §2396, prohibits any person from placing in the public way snow or slush that has not accumulated there naturally.

This month the **Planning Board** will be meeting on **Wednesday February 7th, 2018 at 7:00 PM** at the **Wayne Town Office**.

In observation of **Presidents' Day, Monday February 19, 2018**, the Town Office will be closed.

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

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

Any dog not registered will be assessed a \$25.00 late charged after February 1, 2018. Dog tags are available at the Town Office., if you contact the Town Office for details.

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
<b>Tues. March 13, 2018</b>	<b>Budget Committee<sup>3</sup></b>	<b>6:00 PM</b>	- Joint Meeting/ Draft Budget Proposal <b>Regular Meeting</b>
Tues. March 20, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	- <b>Town Manager Budget Presentation</b>
<b>Tues. March 27, 2018</b>	<b>Budget Committee<sup>3</sup></b>	<b>6:00 PM</b>	- <b>Begin Reviewing Department Budgets</b> Regular Meeting <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
Wed. May 16, 2018	RSU Board <sup>4</sup>	7:00 PM	- Public Hearing
Tues. May 29, 2018	Board of Selectmen <sup>2</sup>	6:30 PM	- Discuss/ Approve Final Budget Recommendation 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

# BUDGET UPDATE #2- 1/24/2018

January 26, 2018

Budget Update #2 – RSU #38 School Board Budget Meeting, January 24, 2018

***“Promoting student success in all areas, as we strive for academic excellence while maintaining fiscal responsibility.”***

The RSU #38 School Board met on January 24, 2018 to begin work on the FY19 budget. There are two major sections of the district budget, expenditures and revenues. The Board will be working on the expenditure side first as we wait for our notification of state subsidies. The expenditure side of the budget is very important as the district cannot spend more than is represented in the expenditure budget and voted on by the citizens of RSU #38. Exceptions for expenditures are in areas that are grant-funded, such as Title 1 expenditures.

I shared several documents with the RSU #38 School Board that provide a background for our budget work. We have been informed by the Department of Education (DOE) that we should receive our state subsidy print-outs by February 1, 2018. I distributed the notice from DOE which explains the impact that key factors (student enrollment, changes in debt service payments, and town valuation) have on calculations for state allocation and required local share. You can read that document by clicking on the link for [Preliminary Guidance for release of ED279s](#).

We have not received notice of the anticipated increase for health insurance costs for FY19. Our budget proposals include an anticipated 10% increase until we receive more information.

The following documents were distributed at the January 24 RSU #38 School Board meeting and can be viewed by clicking on the document name below or by visiting the RSU #38 web site Budget page. The budget meetings will also be videotaped and made available on YouTube. A link to those videos will be provided along with our updates and on our website.

The [State Valuation Yearly Comparison Chart](#) shows the valuation history for the four RSU #38 towns since FY13. The best scenario for towns is when valuations go down and enrollment goes up.

The [RSU #38 Enrollment Comparison Chart](#) shows the enrollment history from FY04 to FY18. The red line shows the number of resident students, the blue line shows attending students, which includes tuition students.

[RSU #38 Enrollment](#) shows the breakdown of students in the district by school. This shows the actual class sizes based on January 11, 2018 enrollment numbers. These numbers change often as students enter and exit the district.

[RSU #38/Union 42 Budget Subsidy History](#) illustrate the history of subsidy from FY04 to FY18. The orange line shows our budget history, as costs and state mandates have increased. The blue line shows the history of our state subsidy since FY04.

[RSU #38 Budget Summary Graphs](#), show the breakdown of expenditures for the RSU #38 Budget for the past 3 years.

In the past the RSU #38 School Board has asked Directors and Administrators to prepare a budget that represents what they feel is needed to run their programs and schools, should funding not be an issue. We followed the same procedure this year, so what you see is a best-case scenario that addresses the education side of the budget goal of “promoting student success in all areas as we strive for academic excellence while maintaining fiscal responsibility”. We refer to this budget as the [Original Request Budget](#). This budget shows an overall increase of \$1,286,231, which is 7.47% over the FY18 budget, and should not be regarded as the final budget. Administrators will work to identify priorities, citizens will have an opportunity to speak to the RSU #38 Board at budget meetings regarding needs and concerns, and the Board will work to develop a budget that meets the goals for the FY19 budget.

At the January 24, 2018 RSU #38 School Board meeting, Principals Janet Demaria (Manchester and Mt. Vernon Elementary Schools), Jeff Boston (Readfield and Wayne Elementary Schools), and Douglas DonWal (Maranacook Community High School) presented their proposed budgets and highlighted proposals for [New Program/Position/Purchase Requests](#) that impact their school budgets for FY19. Also included in the Original Request Budget is a [New Position Request](#) for an additional elementary principal which would provide for a full time principal at both Readfield and Manchester Elementary Schools and a split principal between Mt. Vernon and Wayne Elementary Schools. This proposal provides better alignment with the EPS (Essential Programs and Services) funding formula and would better support staff and students at all the elementary schools. Principal Rick Hogan will be presenting the budget for Maranacook Community Middle School at the next budget meeting on February 7.

I encourage all citizens of RSU #38 to attend the budget workshop meetings FY19 Budget Workshop Schedule. There will be a sign-up sheet at each workshop meeting for citizens who would like to speak regarding the budget. It is important that the Board hear from citizens as they work to develop a budget that focuses on ***“Promoting student success in all areas, as we strive for academic excellence while maintaining fiscal responsibility.”***

Sincerely,  
Donna H. Wolfrom, Ed.D.  
Superintendent of Schools



## PRIORITY NOTICE: Preliminary Guidance for release of ED 279s

The FY 2018/2019 education subsidy printouts (ED279s) are projected to be distributed to SAUs by the February 1 statutory deadline. With the many changes that went into effect in the 2018/2019 biennial budget and because of the uncertainty and regular questioning that often arises prior to and during this process, the Department is releasing guidance so that SAUs, school boards and local taxpayers can review their own unique circumstances as a unit and the factors with the largest impact on 2018/2019 education funding subsidy levels.

The following is a list of key factors that are greatly impacting calculations for state allocation and required local share for FY 2018/2019 education funding:

- **Student enrollment** – A dramatic increase or decrease in student enrollment. Whether it is because of a change in population or because of a withdrawal from or formation to a unit, the EPS funding formula's major driver is student population.
- **Changes in debt service payments** – SAUs that have either paid off or begun to pay principal or interest payments for equipment (new school, new bus, etc.), that the State has allocated funds to pay those payments could see dramatic changes in calculations if either payments no longer need to be made or if payments have begun.
- **Town valuation** – Each town's valuation is provided by the Maine Revenue Service each year and determines the town's ability to pay local share. Previously the amounts used were determined based on the average valuation of the previous 3 years for each town. This coming FY they will be based on an average of the previous 2 years, per changes created in the biennial budget. As property values tend to increase year after year, this change has created an increased "ability to pay" for some towns resulting in a higher required local share.

**Valuation change, Pupil change, and Per Pupil Valuation calculation and change for each SAU**

A full list of detailed changes to the EPS funding formula will be provided with the ED279s.

For more information about the EPS formula and state funding for education visit the **School Funding webpage on the Maine DOE webpage** or contact Tyler Backus at [tyler.backus@maine.gov](mailto:tyler.backus@maine.gov).

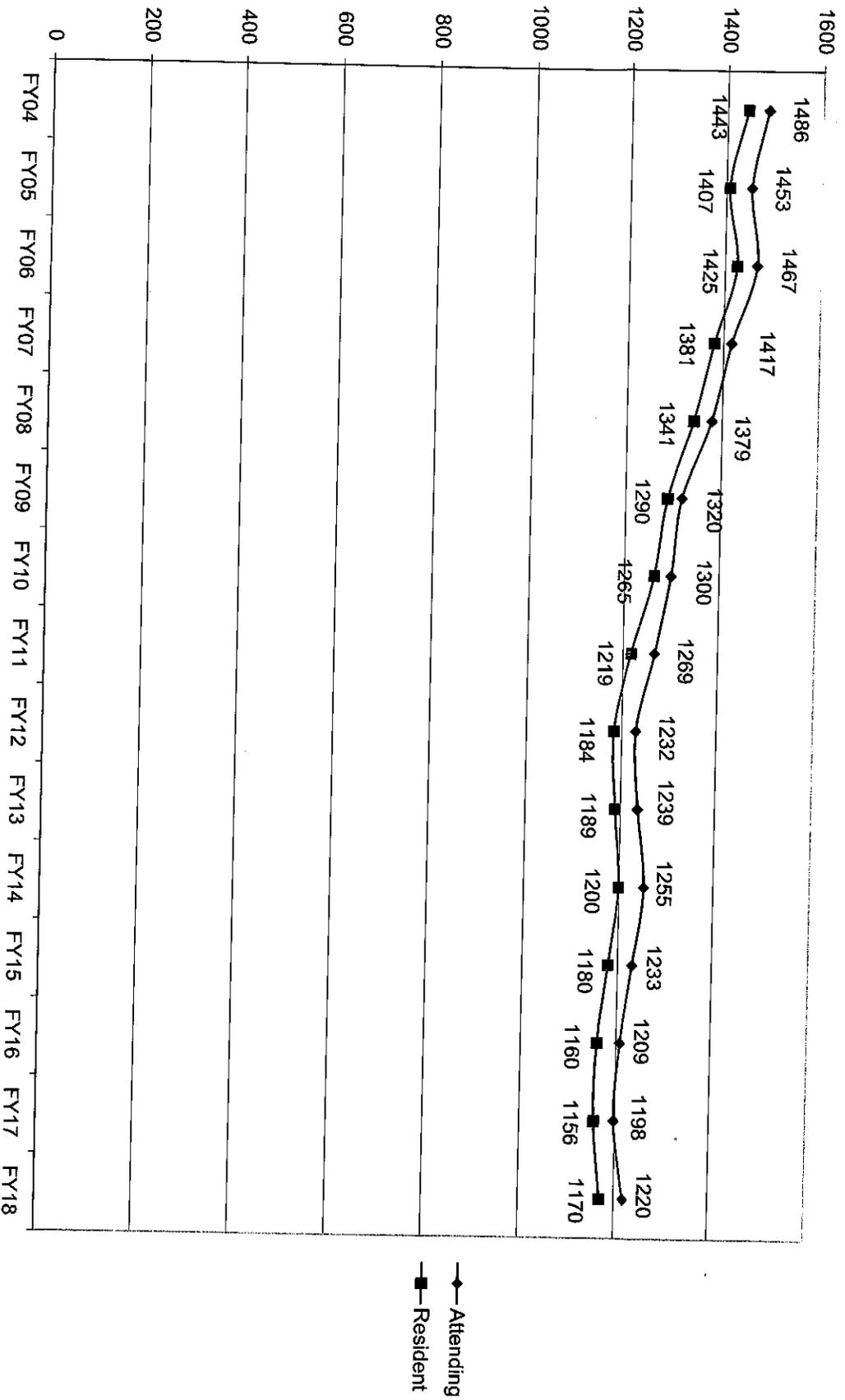
\*\*\*\*\*

*A Caring School Community Dedicated To Excellence*

**REGIONAL SCHOOL UNIT NO. 38**  
 State Valuation  
 Yearly Comparison

School	Historical Information							Current Year Increase/Decrease			7 Year Comparison	
	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Difference	% Chg.	\$ Increase	% Increase	
Manchester	304,650,000	301,900,000	301,200,000	301,450,000	310,050,000	316,700,000	317,550,000	850,000	0.27%	12,900,000	4.23%	
Mt. Vernon	246,050,000	248,550,000	243,550,000	240,650,000	245,000,000	255,600,000	247,500,000	(8,100,000)	-3.17%	2,450,000	1.00%	
Readfield	270,050,000	266,100,000	268,550,000	264,850,000	260,950,000	262,500,000	260,100,000	(2,400,000)	-0.91%	(9,950,000)	-3.68%	
Wayne	203,900,000	200,850,000	193,850,000	187,600,000	187,450,000	188,500,000	190,100,000	1,600,000	0.85%	(13,800,000)	-6.77%	
District Total	1,023,650,000	1,017,400,000	1,007,150,000	994,550,000	1,003,450,000	1,023,300,000	1,015,250,000	(8,050,000)	-0.79%	(8,400,000)	-0.82%	

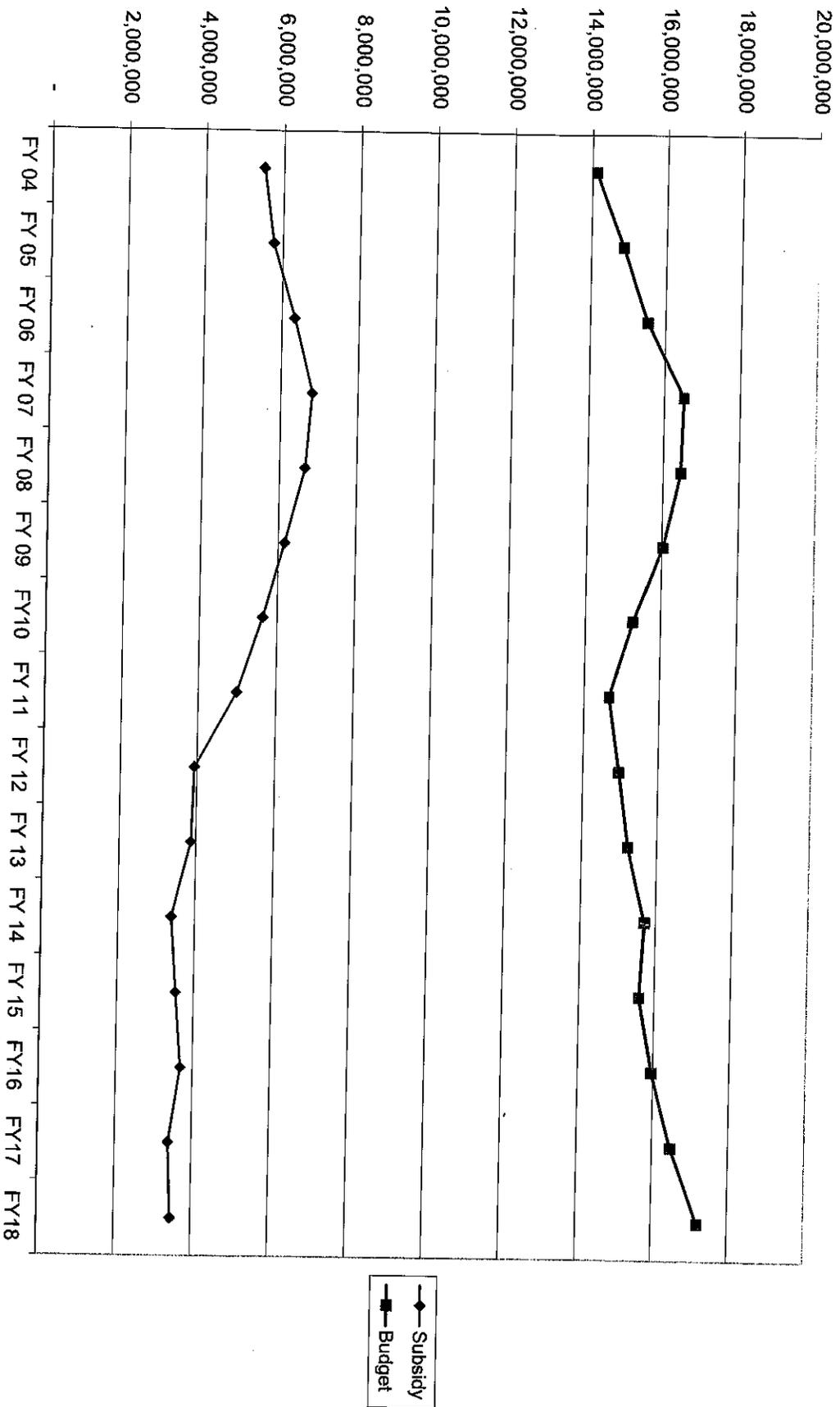
### RSU #38 Enrollment History



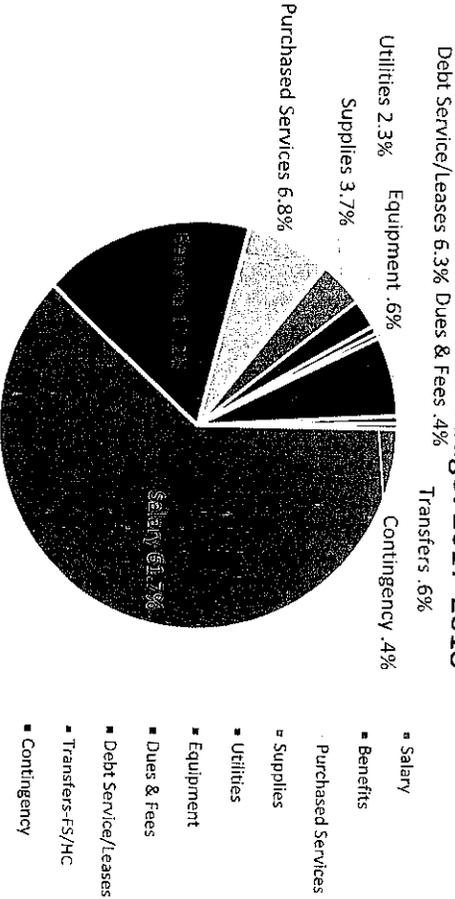
## RSU #38 ENROLLMENT

Actual Class Size - January 11, 2018								
	Pre K	K	1	2	3	4	5	Total Students
Manchester	14 / 11	13 / 12	17 / 18	23	17 / 12	23	22	
	25	25	35		29			2.8 FTE Ed Tech
Mt. Vernon	10	11	14	20	13 / 12	20	19	
					25			1.4 FTE Ed Tech
Readfield	13 / 16	15 / 16	14 / 14	17 / 17	22	17 / 17	15 / 16	
Readiness Skills			1	4	2	2		
	29	31	28	34		34	31	1.8 FTE Ed Tech
Wayne		12	12	12	10	11	11	2 FTE Ed Tech
								66
Totals	64	79	89	89	86	88	83	578
Averages	13	14	16	19	14	20	18	District Average: 16/1
Actual Enrollment - January 11, 2018								
Middle School								
Grade	6	7	8		Total			
Students	100	97	98		295			
High School								
Grade	9	10	11	12	Total			
Students	86	92	93	89	360			

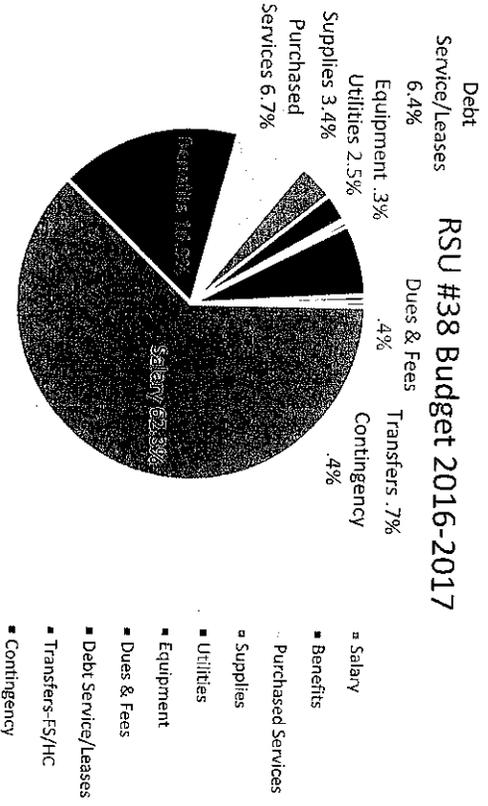
### RSU #38 / UNION #42 BUDGET/SUBSIDY HISTORY



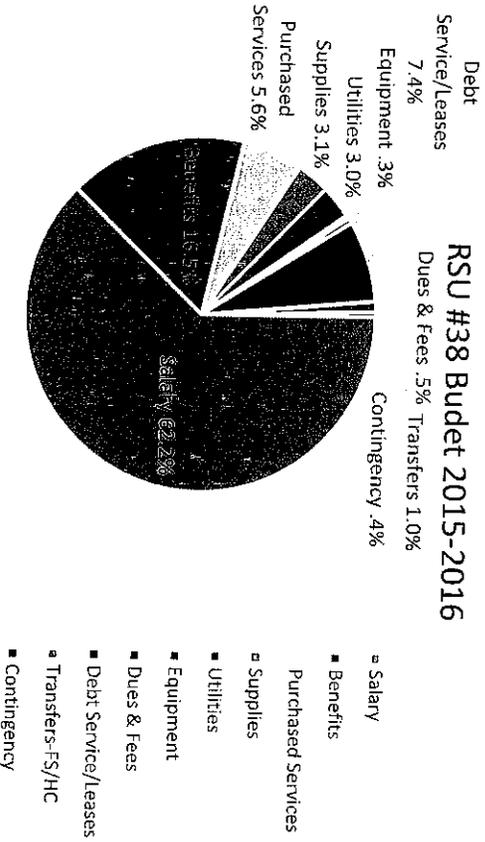
### RSU #38 Budget 2017-2018



### RSU #38 Budget 2016-2017



### RSU #38 Budget 2015-2016



# REGIONAL SCHOOL UNIT NO 38

## General Fund School Summary Budget

### ORIGINAL REQUEST - 01/24/18

Report # 33802

Statement Code: Gen Sch

Account Number / Description	2015-2016 Expend 7/1/2015 - 6/30/2016	2016-2017 Budget 7/1/2016 - 6/30/2017	2016-2017 Expend 7/1/2016 - 6/30/2017	2017-2018 Budget 7/1/2017 - 6/30/2018	2017-2018 YTD Expend 7/1/2017 - 6/30/2018	2018-2019 PROPOSED 7/1/2018 - 6/30/2019	\$ Change FY19 v FY18 7/1/2018 - 6/30/2019	% Change FY19 v FY18
010 MANCHESTER ELEMENTARY	\$1,555,274.34	\$1,788,221.68	\$1,842,601.32	\$1,806,204.15	\$1,034,246.06	\$2,002,089.39	\$195,885.24	10.85%
020 MT VERNON ELEMENTARY	\$1,064,733.03	\$1,166,313.62	\$1,108,261.18	\$1,255,920.21	\$690,104.83	\$1,400,303.84	\$144,383.63	11.50%
030 READFIELD ELEMENTARY	\$1,524,540.47	\$1,741,884.81	\$1,704,648.37	\$1,688,950.50	\$911,764.10	\$1,828,658.07	\$139,707.57	8.27%
040 WAYNE ELEMENTARY	\$704,847.20	\$777,582.39	\$744,308.65	\$897,748.17	\$475,608.72	\$872,295.43	\$125,452.74)	(2.84)%
100 MARANACOOK MIDDLE SCHOOL	\$2,810,490.06	\$2,938,975.72	\$2,820,259.35	\$3,096,311.97	\$1,744,503.68	\$3,364,843.10	\$268,531.13	8.67%
300 MARANACOOK HIGH SCHOOL	\$4,008,356.60	\$4,305,323.37	\$4,209,560.53	\$4,462,087.89	\$2,399,367.10	\$4,762,528.18	\$300,440.29	6.73%
500 PHOENIX HOUSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00	---
900 DISTRICT WIDE	\$3,056,865.21	\$3,091,144.55	\$3,071,738.09	\$3,318,520.57	\$2,086,990.54	\$3,470,086.39	\$151,565.82	4.57%
910 OTHER FACILITIES-SUPT	\$8,547.76	\$8,650.00	\$8,541.68	\$10,650.00	\$5,494.86	\$15,200.00	\$4,550.00	42.72%
920 OTHER FACILITIES-TRANS	\$32,814.30	\$29,200.00	\$18,122.27	\$36,750.00	\$98,797.38	\$49,500.00	\$12,750.00	34.69%
950 ELEMENTARY	\$404,675.13	\$641,023.21	\$518,072.44	\$639,764.54	\$267,508.16	\$733,632.00	\$93,867.46	14.67%
GRAND TOTAL	\$15,171,144.10	\$16,488,319.35	\$16,046,113.88	\$17,212,908.00	\$9,714,385.43	\$18,499,139.40	\$1,286,231.40	7.47%

**New Program / Position / Purchase Request**

<b>Program Title:</b> 1 FTE Elementary Principal		<b>School/Grade/Department:</b> Pre-K thru Grade 5
<b>Brief Program Description:</b> Addition of a full time Elementary Principal		
Manchester Elementary	1.0 FTE	Increase of 40%
Mt. Vernon Elementary	.6 FTE	Increase of 20%
Readfield Elementary	1.0 FTE	Increase of 30%
Wayne Elementary	.4 FTE	Increase of 10%
<b>Program Objectives:</b> Increase support for students and staff		
<b>Projected Number of Students to be Served:</b>  578 Elementary Students		
<b>Program Costs:</b>		
	\$	106,000.00 Salary & Benefits for Principal
	\$	(6,000.00) Change of 4 Elementary Lead Teachers at Manchester & Readfield to Team Leaders
	\$	100,000.00 Net Increase to Budget

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

**REVISED SCHEDULE**

- January 3\*\*** Regular Business Meeting; budget overview/goals
- January 24** Budget Workshop – Elementary, Middle & High Schools
- February 7\*** Regular Business Meeting; report from RSU 38 Auditor Ron Smith;  
Budget Workshop – Middle School, 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)

## Wayne Town Manager

---

**From:** KCLEPC <kclepc@gwi.net>  
**Sent:** Friday, February 02, 2018 10:03 AM  
**To:** 'Al Nelson'; 'Andrew Clark'; 'Arthur Strout'; 'Brian Church'; 'Bruce Mercier'; 'Dan Brooks-Winthrop Fire'; 'Dan MacKenzie'; 'Dan Roy'; 'Dana Dunn-Mt. Vernon'; 'Dana Mealey'; 'Dave Coughlin'; 'David Lafountain'; 'David LaFountain'; 'Duane Bickford-Benton'; 'Eric Rowe'; 'Frank Woeniak-Manchester Fire'; 'Gary Foss'; 'Gary Hickey'; 'James Owens-Hallowell'; 'Jason Farris'; 'John Churchill-Fayette Fire'; 'John Dovinsky'; 'Lee Mank'; 'Martin Maxwell'; 'Mike Vashon-Vass. FD'; 'Richard "Dick" Morse China FD'; 'Richard Jandreau'; 'Roger Audette'; 'Ron Cunningham'; 'Shawn Ramage'; 'Stanley Labbe'; 'Tim Theriault'; 'Tom Stephenson'; 'Travis Burton-Belgrade Fire'; 'Travis Leary-Clinton Fire'; 'Brain Roche'; 'Bruce Slattery'; 'Chris Smith'; 'Dan Brooks'; 'Dan L'Heureux'; 'Dan MacKenzie'; 'Deb Couture-West Gardiner'; 'Eric Nason'; 'Karl Roy'; 'Kevin M Buckmore'; 'Lee Dunn-Mt. Vernon'; 'mary sabins'; 'Micky Cram-Augusta DPW'; 'Mike Getchell'; 'Theresa Haskell'; 'Colby College Security'; 'Daniel Cook-Winthrop'; 'James Tomen'; 'Jared Mills-Augusta'; 'Jason Laverdia-Thomas College'; 'Joseph Massey-Waterville'; 'Ken Mason'; 'Kevin Mulherin-Monmouth'; 'Mark Brown-Vassalboro'; 'Mike Tracy'; 'Robert Gregoire-Augusta'; 'Russell Gauvin-Capitol Police'; 'Sean O'Leary-Winslow'; 'Aaron Chrostowsky'; 'Amanda Dow'; 'Angela Phillis'; 'Annie Tibbetts'; 'Benton Office Staff'; 'Curtis Lunt'; 'Deborah Berry'; 'Dennis L. Keschi'; 'Eric Dyer'; 'Gary Bowman'; 'Lois Stratton'; 'Lynn Mealey'; 'Mark Robinson'; 'Michael Heavener'; 'Mike Roy'; 'Nate Rudy-Hallowell'; 'Pamela Violette'; 'Pat Gilbert'; 'Rachel Meader'; 'Rose Webster'; 'Ryan Frost-Winthrop'; 'Scott Morelli'; 'Scott Tilton'; 'Shawna Foye'; 'Trudy Lamoreau'; 'William Bridgeo'  
**Subject:** CMP meeting moved to March 13 at 5:30 pm

Hi

CMP has asked Kennebec County EMA to move the CMP meeting that was going to be on the 6<sup>th</sup> will now be held on March 13, 2018 at 5:30 pm here at the Hill House at 125 State St. in Augusta.

Again seating will be first come first seated!

Thanks

Have a great weekend!

Sean-Kennebec County EMA

## Wayne Town Manager

---

**From:** Pam Chenea <berryponder@gmail.com>  
**Sent:** Thursday, February 01, 2018 3:35 PM  
**To:** Aaron; Andrew Barnes; Betsy Bowen; Jane Davis; Jennifer Curran; Margot - Sustain Wayne; Peter Ault; Sandra Fowler; Stan Davis; Stephanie Merrill; Sue Spalding; Tammy Fowles  
**Subject:** Smoke Alarm Program

We are now rescheduled to have the Red Cross man, Eric Lynes come to the select board meeting in Wayne on Tuesday March 6 at 6:30 PM. He will explain the Smoke alarm program. I will do some advertising for that. Has anyone noticed that the Advertiser has run the ad for the last scheduled date (Jan. 9) every week for a month, including at least twice after Jan 9? Fake news!

Pam

Pam Chenea, Coordinator  
Aging At Home, Wayne  
[berryponder@gmail.com](mailto:berryponder@gmail.com)  
207-685-9378

## Wayne Town Manager

---

**From:** Mark Robinson <fayette@myfairpoint.net>  
**Sent:** Wednesday, January 31, 2018 1:12 PM  
**To:** 'mark.pszenczny@burkeoil.com'; paul@augustafuel.com;  
'mnils@downeastenergy.com'; 'cassie@jsoil.com'; Tom.Patten@deadriver.com; 'Joe Cote'; 'gelson@jsoil.com'; 'laurieh@jsoil.com'; doug@winthropfuel.com;  
melanie.wheeler@burkeoil.com; 'Britt Kreitman'; mike.latendresse@deadriver.com;  
gary@jsoil.com; berryoilco@yahoo.com; maxmarston@fabianoil.com;  
**Cc:** mleslie@downeastenergy.com; wandabi@CNBrown.com; doug@winthropfuel.com  
'Curtis Lunt'; 'Eric Dyer'; readfield.finance@roadrunner.com;  
townmanager@waynemaine.org; 'Brigette Williams'; crystal\_rose@maranacook.org;  
mpepperfayette@me@gmail.com  
**Subject:** Future Cooperative Heating and Motor Fuel Bid Process Feedback

Greetings All:

As we approach the time to issue our annual fuel bid RFP, we would ask all vendors past and present to offer any feedback they may have regarding our standard RFP process? Any and all suggestions are welcome. Thank you in advance for your response. If it's not broken we don't plan to fix it. However, if there is something we can do to improve things on our end please let us know.

Our request for the 18-19 fiscal year will be issued later this Spring. Yes, it's just around the corner.

All the best. Mark

Mark Robinson, Town Manager  
Town of Fayette  
2589 Main Street  
Fayette Maine 04349

office 207-685-4373  
cell 207-512-0949  
facsimile 207-685-9391  
e-mail [fayette@myfairpoint.net](mailto:fayette@myfairpoint.net)