

Town of Wayne Board of Selectmen

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

Meeting Agenda

Date: Tuesday August 8, 2017

Time: 6:30 PM.

Place: Wayne Elementary School – Library

Call Meeting to Order.

Pledge of Allegiance.

Selectmen Present / Quorum.

Meeting Minutes.

- a. **Consider approving of meeting minutes of the Board of Selectmen – July 25, 2017.**

Manager Recommendation: Move the Board to approve meeting minutes of the Board of Selectmen – July 25, 2017.

Warrants.

- a. **Consider approving of Payroll Warrant #5.**

Manager Recommendation: The Board to approve Payroll Warrant #5 in the amount of

- b. **Consider approving of Accounts Payable Warrant #6.**

Manager Recommendation: The Board to approve Accounts Payable Warrant #6 in the amount of

Business Agenda.

- a. **Set the Mil Rate.**

Manager Recommendation: Move the Board to set the Mil Rate at _____.

- b. **Assessors' Certification of Assessment.**

Manager Recommendation: Move the Board to sign Assessors' Certification of Assessment.

- c. **Municipal Tax Assessment Warrant.**

Manager Recommendation: Move the Board to sign Municipal Tax Assessment Warrant.

- d. **Certificate of Commitment.**

Manager Recommendation: Move the Board to sign Certificate of Commitment.

- e. **Certificate of Assessment to be Returned to Municipal Treasurer.**

Manager Recommendation: Move the Board to sign Certificate of Assessment to be Returned to Municipal Treasurer.

- f. **Approve Readfield Transfer Station Terms of Agreement**

Manager Recommendation: Move the Board to approve Readfield Transfer Station Terms of Agreement

- g. **Review Mowing Contract.**

Manager Recommendation: Take any action needed

h. Award Heating Oil Contract.

Manager Recommendation: Take any action needed

i. Award Winter Salt Update.

Manager Recommendation: Discussion only.

j. Review New Parking and Traffic Control Ordinance.

Manager Recommendation: Discussion only.

Supplements and Abatements.

Town Manager Report.

Board Member Reports.

Public Comments.

Adjourn.

The next regularly scheduled **Board of Selectmen Meeting** is scheduled for **Tuesday August 22, 2017 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 July 25, 2017
Wayne Elementary School**

Call Meeting to Order/ Selectmen Present

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

Others Present: Aaron Chrostowsky, Town Manager

Audience: None

**Pledge of Allegiance
Meeting Minutes**

- a. The Board approved the meeting minutes of the Board of Selectmen for July 11, 2017. (Haines/Lamarche) (5/0).

Warrants

- a. The Board approved Payroll Warrant #4 in the amount of \$10,827.55. (Emery/Haines) (5/0).
- b. The Board approved Accounts Payable Warrant #5 in the amount of \$240,965.03. (Welsh/Haines) (5/0).

Business Agenda

- a. The Board voted to amend the General Obligation amount from \$175,000 to \$170,000. (Haines/ Emery) (2/3).
- b. The Board approved to award 2017 General Obligation Bond for road reconstruction to Camden National Bank with 2.49% interest in the amount of \$175,000. (Welsh/ Lamarche) (5/0).
- c. The Board authorized the Selectboard Chair, Treasurer and Town Clerk to sign any necessary paperwork regarding 2017 General Obligation Bond. (Emery/Welsh) (5/0).
- d. Special Town Meeting for LD1 override. No special town meeting needed.
- e. The Board reviewed the revised 2017-2018 Regional School Unit#38 Assessment Payment Schedule. The Town Manager stated that the Town received an additional \$7,416 in state funds as a result of the Revised State Budget enacted.
- f. The Board authorized the Town Manager to sign the Maine Department of Transportation Local Road Assistance Program (LRAP) Certification 2017-2018. (Lamarche/ Haines) (5-0).
- g. New Parking and Traffic Control Ordinance tabled until next meeting.
- h. Discuss KLT Letter of Intent and Sample Purchase Sale Agreement. The Board agreed to table until final recommendation from Open Space makes recommendation to Selectboard. (Welsh/Haines) (5/0).
- i. Oath of Office. The Board reviewed the manager's memo. The Board agreed to respond to future criticism on this issue. Our response should be as follows: "The Town of Wayne is a

small community with limited means of enforcement. However, thank you for your comments and/ or concern; we will forward your concerns to the appropriate state agency responsible for enforcing those laws, rules and/ or regulations. “

- j. The Board authorized the Town Manager to sign and complete the Maine Municipal Association “Voting Ballot.” (Haines/ Lamarche) (4/0/1 – Kenny abstained).

Abatements/Supplements: None

Town Manager Report: None

Board Member Reports:

Ms. Haines stated that sweeping bill should be placed in last fiscal year budget not this year. The Board agreed.

Public Comments: None

Adjourn.

Motion to Adjourn at 7:37 PM. (Welsh/ Lamarche) (5/0)

The next Select Board Meeting is scheduled for Tuesday, August 8, 2017 at 6:30 p.m. at the Wayne Elementary School Library.

Recorded by:
Cathy Cook, Town Clerk

Select Board Members

Gary Kenny

Stephanie Haines

Don Welsh

Jonathan Lamarche

Trent Emery

**Town of Wayne, Maine
Select Board Meeting Minutes
Tuesday July 11, 2017
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: Peter Davis

**Pledge of Allegiance
Meeting Minutes**

- a. The Board approved the meeting minutes of the Board of Selectmen for June 27, 2017. (Welsh/Haines) (4/0).

Warrants

- a. The Board approved Payroll Warrant #2 in the amount of \$10,784.38. (Emery/Haines) (4/0).
- b. The Board approved Payroll Warrant #3 in the amount of \$39,138.91. (Welsh/Haines) (4/0).
- c. The Board approved Payroll Warrant #3 in the amount of \$50,806.44. (Welsh/Haines) (4/0).

Business Agenda

- a. Gary Kenny and Don Welsh gave Oath of Office: Selectman/Assessor/Overseer of Poor.
- b. Election of Selectboard Chair & Selectboard Vice-Chair
 1. Gary Kenny was nominated for Selectboard Chair-person. (Welsh/Haines) (4/0)
 2. Stephanie Haine was nominated for Selectboard Vice-Chair-person. (Welsh/Emery) (4/0)
- c. The Board adopted the Bylaws of Board of Selectmen, with revision. (Welsh/Emery) (4/0)
- d. The Board adopted the managers recommended Selectboard Meeting Schedule, including Dates/ Time/ Place for Fiscal Year 2017/2018. (Haines/Welsh) (4/0)
- e. The Board adopted Order of the Municipal Officers, Pursuant to 36 M.R.S.A. SS 906.
- f. Discussion Maine Freedom of Access Law.
- g. Discussion New Parking and Traffic Control Ordinance.

Abatements/Supplements: None

Town Manager Report:

1. Complaint about the recent Public Forum meeting with the sheriff, and a harsh comment made by a resident about their relative, who reportedly has been speeding and squealing tires etc. The person who complained asked town manager to document the meeting with notes, but town manager stated not required to provide notes. This person felt her family member had been harassed by neighbors and singled out by sheriff patrol, on a later occasion. The Board agreed no need to document the public forum.
2. The recent Army Band program was well attended and good reviews.
3. Discussed possible Special Town meeting because of L.D. 1, before committing taxes.
4. The old town office is being cleaned out for the Wayne Historical Society to use for future programs and displays.
5. Town Manager and Doug Stevenson previously discussed some deadlines on the Comprehensive Plan spreadsheet.

Board Member Reports: None

Public Comments:

1. Peter Davis suggested reminding summer residents about the fireworks ordinance.
2. Peter Davis expressed that he felt the board was not upholding their oath. He went onto complain about AYC mooring field which he says is an illegal situation. Town Manager will send a letter to the State of Maine about this complaint and will cc the AYC.

Adjourn.

Motion to Adjourn at 7:25 PM. (Haines/ Welsh) (4/0)

The next Select Board Meeting is scheduled for Tuesday, July 25 , 2017 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

To: Selectboard

From: Aaron Chrostowsky, Town Manager

Re: Setting the Mil Rate

Date: August 8, 2017

I. Mil Rate History

Fiscal Year	Mil Rate	Overlay
FY 07-08	13.25	\$27,012
FY 08-09	13.50	\$21,136
FY 09-10	13.55	\$37,097
FY 10-11	14.05	\$63,924
FY 11-12	14.05	\$26,749
FY 12-13	14.05	\$31,844
FY 13-14	14.20	\$25,255
FY 14-15	14.37	\$21,337
FY 15-16	14.57	\$15,224
FY 16-17	14.83	\$10,318
Average	14.042	\$27,990

Proposed Mil Rate @ Annual Town Meeting

FY 17-18	16.27	\$10,000
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Optional Mil Rates

FY 17-18	16.19	\$9,970
FY 17-18	16.20	\$11,817

Timeline:

- Set Mil Rate 8/8/17
- Sign commitment paperwork 8/8/17
- Tax bills mailed out 8/30/17
- 1st installment due date 10/1/17

II. Percentage of Property Tax Bill by Appropriation

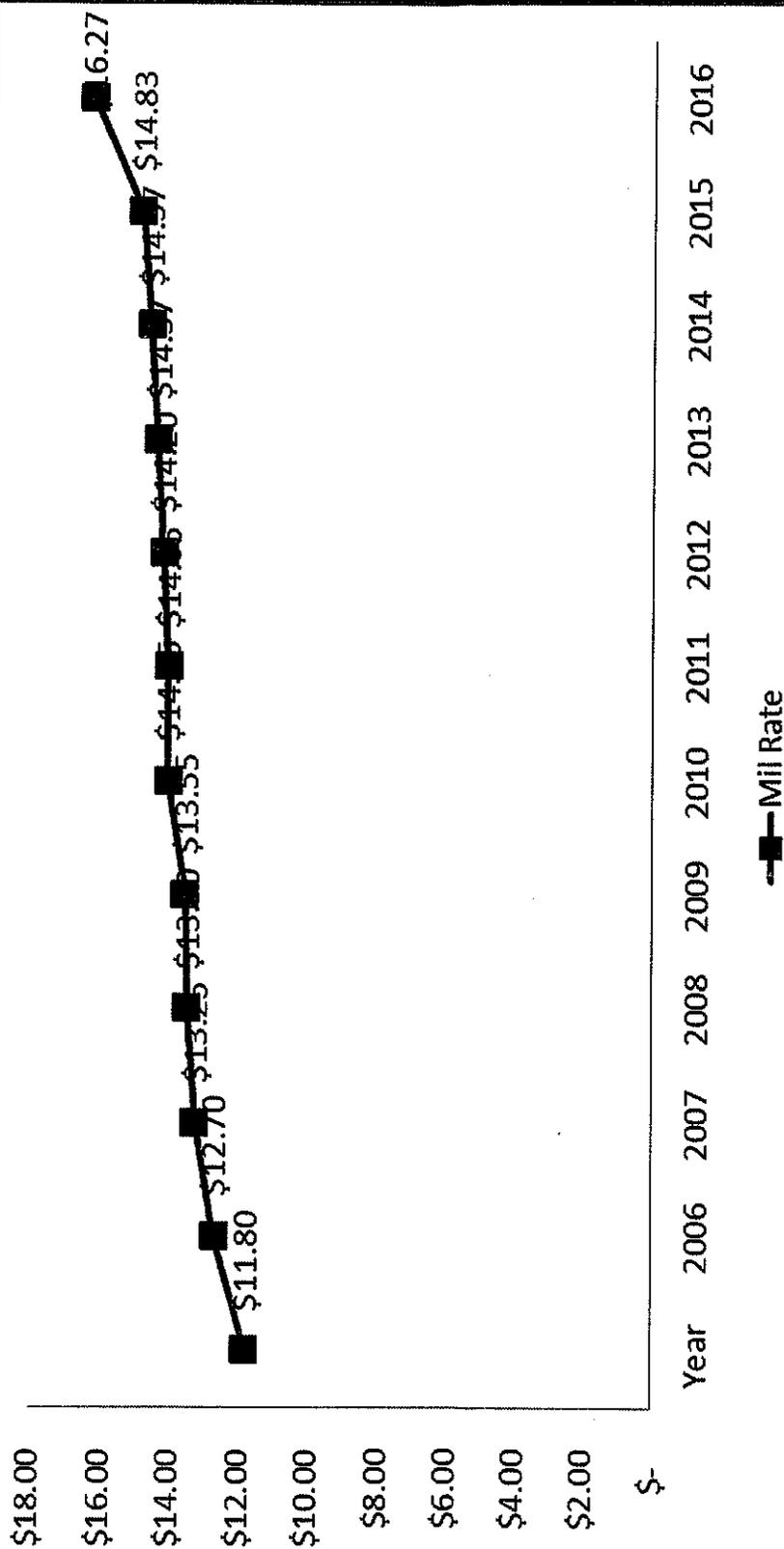
Appropriation	Amount	Percent
Municipal	\$1,102,464	32%
School	\$2,171,858	63%
County	\$190,010	5%
Watershed	\$2,536	0%
Total Assessment	\$3,466,868	100%

III. Proposed FY 17-18 Budget Impact on the Taxpayers

Home Values	Current	Proposed @ Town Meeting		Option A		Option B	
	FY 16-17	FY 17-18	Net	FY 17-18	Net	FY 17-18	Net
	\$ 14.83	\$ 16.27	1.44	\$ 16.19	1.36	\$ 16.20	1.37
\$100,000	\$ 1,483	\$ 16.27	\$ 144	\$ 1,619	\$ 136	\$ 1,620	\$ 137
\$183,900	\$ 2,712	\$ 2,976	\$ 264	\$ 2,977	\$ 265	\$ 2,979	\$ 267
\$200,000	\$ 2,966	\$ 3,254	\$ 288	\$ 3,238	\$ 272	\$ 3,240	\$ 274
\$300,000	\$ 4,449	\$ 4,881	\$ 432	\$ 4,857	\$ 408	\$ 4,860	\$ 411
\$400,000	\$ 5,932	\$ 6,508	\$ 576	\$ 6,476	\$ 544	\$ 6,480	\$ 548
\$500,000	\$ 7,415	\$ 8,135	\$ 720	\$ 8,095	\$ 680	\$ 8,100	\$ 685

Budget Presentation

Mil Rate History (2006-2017)



2017 MUNICIPAL TAX RATE CALCULATION STANDARD FORM

Municipality: Wayne

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

1. Total Taxable Valuation of Real Estate	1	180,065,000	
		(should agree with MVR Page 1, line 6)	
2. Total taxable valuation of personal property	2	821,300	
		(should agree with MVR Page 1, line 10)	
3. Total Taxable Valuation of real estate and personal property (Line 1 plus line 2)	3	180,886,300	
		(should agree with MVR Page 1, line 11)	
4. (a) Total exempt value for all homestead exemptions granted	4(a)	6,637,900	
		(should agree with MVR Page 1, line 14f)	
(b) Homestead exemption reimbursement value	4(b)	3,318,950	
		(Line 4(a) multiplied by .5)	
5. Total exempt value of all BETE qualified property	5(a)	931,700	
		(should agree with MVR Page 2, line 15c)	
(b) BETE exemption reimbursement value	5(b)	465,850	
		(line 5(a) multiplied by 0.5)	
Municipalities with significant personal property & equipment may qualify for more than 50% reimbursement. Please contact MRS for the Enhanced Tax Rate Calculator form.			
6. Total Valuation Base (Line 3 plus line 4(b) plus line 5(b))	6	184,671,100	

ASSESSMENTS

7. County Tax	7	190,010.00	
8. Municipal Appropriation	8	1,102,464.00	
9. TIF Financing Plan Amount	9	2,536.00	
10. Local Educational Appropriation (Adjusted to Municipal Fiscal Year)	10	2,171,858.00	
11. Total Assessments (Add lines 7 through 10)	11	3,466,868.00	

ALLOWABLE DEDUCTIONS

12. State Municipal Revenue Sharing	12	46,903.00	
13. Other Revenues: (All other revenues that have been formally appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. Do Not Include any Homestead or BETE Reimbursement)	13	440,110.00	
14. Total Deductions (Line 12 plus line 13)	14	487,013.00	
15. Net to be raised by local property tax rate (Line 11 minus line 14)	15	2,979,855.00	

16.	2,979,855.00	X	1.05	=	3,128,847.75	Maximum Allowable Tax
17.	2,979,855.00	/	184,671,100	=	0.016136	Minimum Tax Rate
18.	3,128,847.75	/	184,671,100	=	0.016942	Maximum Tax Rate
19.	180,886,300	X	0.016190	=	2,928,549.20	Tax for Commitment
			(Selected Rate)		(Enter on MVR Page 1, line 13)	
20.	2,979,855.00	X	0.05	=	148,992.75	Maximum Overlay
21.	3,318,950	X	0.016190	=	53,733.80	Homestead Reimbursement
			(Selected Rate)		(Enter on line 8, Assessment Warrant)	
22.	465,850	X	0.016190	=	7,542.11	BETE Reimbursement
			(Selected Rate)		(Enter on line 9, Assessment Warrant)	
23.	2,989,825.11	-	2,979,855.00	=	9,970.11	Overlay
	(Line 19 plus lines 21 and 22)				(Enter on line 5, Assessment Warrant)	

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

16.19

ASSESSORS' CERTIFICATION OF ASSESSMENT

WE HEREBY CERTIFY, that the pages herein, numbered from to inclusive, contain a list and valuation of Estates, Real and Personal, liable to be taxed in the Municipality of Wayne for State, County, District, and Municipal Taxes for the fiscal year 07/01/2017 to 06/30/2018 as they existed on the first day of April 2017.

IN WITNESS THEREOF, we have hereunto set our hands at Wayne this 8 day of August, 2017.

Municipal Assessor(s)

MUNICIPAL TAX ASSESSMENT WARRANT

State of Maine Municipality Wayne County KENNEBEC
To Dawna Gardner , Tax Collector

In the name of the State of Maine you are hereby required to collect of each person named in the list herewith committed to you the amount set down on said list as payable by that person.

Assessments:

1. County Tax	190,010.00	
2. Municipal Appropriation	1,102,464.00	
3. TIF Financing Plan Amount	2,536.00	
4. Local Educational Appropriation	2,171,858.00	
5. Overlay (Not to Exceed 5% of "Net To Be Raised" (see tax rate calculation #16)	9,970.11	
6. Total Assessments		3,476,838.11

Deductions:

7. State Municipal Revenue Sharing	46,903.00	
8. Homestead Reimbursement	53,733.80	
9. BETE Reimbursement	7,542.11	
10. Other Revenue	440,110.00	
11. Total Deductions		548,288.91
12. <u>Net Assessment for Commitment</u>		2,928,549.20

You are to pay to Bruce Mercier, the Municipal Treasurer, or to any successor in office, the taxes herewith committed, paying on the last day of each month all money collected by you, and you are to complete and make an account of your collections of the whole sum on or before 06/30/2018.

In case of the neglect of any person to pay the sum required by said list until after 10/01/2017, 01/31/2018 & 04/01/2018; you will add interest to so much thereof as remains unpaid at the rate of 7.00 percent per annum, commencing 10/02/2017, 02/01/2018 & 04/02/2018 to the time of payment, and collect the same with the tax remaining unpaid.

Given under our hands, as provided by a legal vote of the Municipality and Warrants received pursuant to the Laws of the State of Maine, this 08/08/2017.

_____ Assessor(s) of: Wayne

CERTIFICATE OF COMMITMENT

To Dawna Gardner the Collector of the Municipality of
Wayne , aforesaid.

Herewith are committed to you true lists of the assessments of the Estates of the persons wherein named; you are to levy and collect the same, of each one their respective amount, therein set down, of the sum total of \$2,928,549.20 (being the amount of the lists contained herein), according to the tenor of the foregoing warrant.

Given under our hands this 08/08/2017

_____ Assessor(s) of: Wayne

File the original certificate with the Tax Collector. File a copy in the Valuation Book

**CERTIFICATE OF ASSESSMENT TO BE RETURNED TO MUNICIPAL TREASURER
STATE OF MAINE**

County KENNEBEC , ss.

We hereby certify, that we have assessed a tax on the estate, real and personal liable to be taxed in the Municipality of Wayne for the fiscal year 07/01/2017 to 06/30/2018, at 16.19 mils on the dollar, on a total taxable valuation of \$180,886,300

Assessments:

1. County Tax	190,010.00	
2. Municipal Appropriation	1,102,464.00	
3. TIF Financing Plan Amount	2,536.00	
4. Local Educational Appropriation	2,171,858.00	
5. Overlay (Not to Exceed 5% of "Net To Be Raised" (see tax rate calculation #16)	9,970.11	
6. Total Assessments		3,476,838.11

Deductions:

7. State Municipal Revenue Sharing	46,903.00	
8. Homestead Reimbursement	53,733.80	
9. BETE Reimbursement	7,542.11	
10. Other Revenue	440,110.00	
11. Total Deductions		548,288.91
12. <u>Net Assessment for Commitment</u>		2,928,549.20

Lists of all the same we have committed to Dawna Gardner, Tax Collector of said Municipality, with warrants in due form of law for collecting and paying the same to Bruce Mercier, Municipal Treasurer of said Municipality, or the successor in office, on or before such date, or dates, as provided by legal vote of the Municipality and warrants received pursuant to the laws of the State of Maine. (Title 36 MRSA, section 712)

Given under our hands this 08/08/2017

Municipal Assessor(s)

File the original with the Treasurer. File a copy in the Valuation Book

2017 MUNICIPAL TAX RATE CALCULATION STANDARD FORM

Municipality: Wayne

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

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2. Total taxable valuation of personal property	2	821,300	
		(should agree with MVR Page 1, line10)	
3. Total Taxable Valuation of real estate and personal property (Line 1 plus line 2)	3	180,886,300	
		(should agree with MVR Page 1, line 11)	
4. (a) Total exempt value for all homestead exemptions granted	4(a)	6,637,900	
		(should agree with MVR Page 1, line 14f)	
(b) Homestead exemption reimbursement value	4(b)	3,318,950	
		(Line 4(a) multiplied by .5)	
5. Total exempt value of all BETE qualified property	5(a)	931,700	
		(should agree with MVR Page 2, line 15c)	
(b) BETE exemption reimbursement value	5(b)	465,850	
		(line 5(a) multiplied by 0.5)	
Municipalities with significant personal property & equipment may qualify for more than 50% reimbursement. Please contact MRS for the Enhanced Tax Rate Calculator form.			
6. Total Valuation Base (Line 3 plus line 4(b) plus line 5(b))	6	184,671,100	

ASSESSMENTS

7. County Tax	7	190,010.00	
8. Municipal Appropriation	8	1,102,464.00	
9. TIF Financing Plan Amount	9	2,536.00	
10. Local Educational Appropriation (Local Share/Contribution)	10	2,171,858.00	
		(Adjusted to Municipal Fiscal Year)	
11. Total Assessments (Add lines 7 through 10).....	11	3,466,868.00	

ALLOWABLE DEDUCTIONS

12. State Municipal Revenue Sharing.....	12	46,903.00	
13. Other Revenues: (All other revenues that have been formally appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. Do Not Include any Homestead or BETE Reimbursement)	13	440,110.00	
14. Total Deductions (Line 12 plus line 13).....	14	487,013.00	
15. Net to be raised by local property tax rate (Line 11 minus line 14).....	15	2,979,855.00	

16.	2,979,855.00	X	1.05	=	3,128,847.75	Maximum Allowable Tax
17.	2,979,855.00	/	184,671,100	=	0.016136	Minimum Tax Rate
18.	3,128,847.75	/	184,671,100	=	0.016942	Maximum Tax Rate
19.	180,886,300	X	0.016200	=	2,930,358.06	Tax for Commitment
			(Selected Rate)		(Enter on MVR Page 1, line 13)	
20.	2,979,855.00	X	0.05	=	148,992.75	Maximum Overlay
21.	3,318,950	X	0.016200	=	53,766.99	Homestead Reimbursement
			(Selected Rate)		(Enter on line 8, Assessment Warrant)	
22.	465,850	X	0.016200	=	7,546.77	BETE Reimbursement
			(Selected Rate)		(Enter on line 9, Assessment Warrant)	
23.	2,991,671.82	-	2,979,855.00	=	11,816.82	Overlay
	(Line 19 plus lines 21 and 22)				(Enter on line 5, Assessment Warrant)	

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

16.20

ASSESSORS' CERTIFICATION OF ASSESSMENT

WE HEREBY CERTIFY, that the pages herein, numbered from to inclusive, contain a list and valuation of Estates, Real and Personal, liable to be taxed in the Municipality of Wayne for State, County, District, and Municipal Taxes for the fiscal year 07/01/2017 to 06/30/2018 as they existed on the first day of April 2017.

IN WITNESS THEREOF, we have hereunto set our hands at Wayne this 8 day of August, 2017.

_____ Municipal Assessor(s)

MUNICIPAL TAX ASSESSMENT WARRANT

State of Maine Municipality Wayne County KENNEBEC
To Dawna Gardner, Tax Collector

In the name of the State of Maine you are hereby required to collect of each person named in the list herewith committed to you the amount set down on said list as payable by that person.

Assessments:

1. County Tax	190,010.00	
2. Municipal Appropriation	1,102,464.00	
3. TIF Financing Plan Amount	2,536.00	
4. Local Educational Appropriation	2,171,858.00	
5. Overlay (Not to Exceed 5% of "Net To Be Raised" (see tax rate calculation #16)	11,816.82	
6. Total Assessments		3,478,684.82

Deductions:

7. State Municipal Revenue Sharing	46,903.00	
8. Homestead Reimbursement	53,766.99	
9. BETE Reimbursement	7,546.77	
10. Other Revenue	440,110.00	
11. Total Deductions		548,326.76
12. <u>Net Assessment for Commitment</u>		2,930,358.06

You are to pay to Bruce Mercier, the Municipal Treasurer, or to any successor in office, the taxes herewith committed, paying on the last day of each month all money collected by you, and you are to complete and make an account of your collections of the whole sum on or before 06/30/2018.

In case of the neglect of any person to pay the sum required by said list until after 10/01/2017, 01/31/2018 & 04/01/2018; you will add interest to so much thereof as remains unpaid at the rate of 7.00 percent per annum, commencing 10/02/2017, 02/01/2018 & 04/02/2018 to the time of payment, and collect the same with the tax remaining unpaid.

Given under our hands, as provided by a legal vote of the Municipality and Warrants received pursuant to the Laws of the State of Maine, this 08/08/2017.

_____ Assessor(s) of: Wayne

CERTIFICATE OF COMMITMENT

To Dawna Gardner the Collector of the Municipality of
Wayne , aforesaid.

Herewith are committed to you true lists of the assessments of the Estates of the persons wherein named; you are to levy and collect the same, of each one their respective amount, therein set down, of the sum total of \$2,930,358.06 (being the amount of the lists contained herein), according to the tenor of the foregoing warrant.

Given under our hands this 08/08/2017

_____ Assessor(s) of: Wayne

File the original certificate with the Tax Collector. File a copy in the Valuation Book

CERTIFICATE OF ASSESSMENT TO BE RETURNED TO MUNICIPAL TREASURER
STATE OF MAINE

County KENNEBEC , ss.

We hereby certify, that we have assessed a tax on the estate, real and personal liable to be taxed in the Municipality of Wayne for the fiscal year 07/01/2017 to 06/30/2018, at 16.2 mils on the dollar, on a total taxable valuation of \$180,886,300

Assessments:

1. County Tax	190,010.00	
2. Municipal Appropriation	1,102,464.00	
3. TIF Financing Plan Amount	2,536.00	
4. Local Educational Appropriation	2,171,858.00	
5. Overlay (Not to Exceed 5% of "Net To Be Raised" (see tax rate calculation #16)	11,816.82	
6. Total Assessments		3,478,684.82

Deductions:

7. State Municipal Revenue Sharing	46,903.00	
8. Homestead Reimbursement	53,766.99	
9. BETE Reimbursement	7,546.77	
10. Other Revenue	440,110.00	
11. Total Deductions		548,326.76
12. <u>Net Assessment for Commitment</u>		2,930,358.06

Lists of all the same we have committed to Dawna Gardner, Tax Collector of said Municipality, with warrants in due form of law for collecting and paying the same to Bruce Mercier, Municipal Treasurer of said Municipality, or the successor in office, on or before such date, or dates, as provided by legal vote of the Municipality and warrants received pursuant to the laws of the State of Maine. (Title 36 MRSA, section 712)

Given under our hands this 08/08/2017

_____ Municipal Assessor(s)

File the original with the Treasurer. File a copy in the Valuation Book

Readfield Transfer Station

Terms of Agreement

I. Legal Basis

The Towns of Fayette, Readfield and Wayne are municipalities duly organized and existing under the laws of the State of Maine. The communities are contiguous and are located in Kennebec County, Maine. The legal basis for the establishment and authority of this interlocal Agreement is Chapter 115 “Interlocal Cooperation” of Title 30-A of the Maine Revised Statutes, as the same may be amended from time to time.

II. Name

The name of the entity subject to this Agreement shall be the, Readfield Transfer Station hereinafter referred to as the “Station.”

III. Purpose of Agreement

The Towns of Readfield and Wayne have operated the Station and shared operational expenses and revenues for the Station equally since the early 1990’s. Capital expenses were borne by the host town of Readfield unless otherwise negotiated. In July of 2016 the Town of Fayette began utilizing the Station on a short-term basis in accordance with a one-year contract and fee schedule. It is the expectation of the parties hereto that a cooperative sharing of the Station by the towns of Fayette, Readfield, and Wayne will work for the long-term benefit of our respective citizens and taxpayers. The purpose of this agreement is to:

- Provide opportunity for expanded, enhanced, and more efficient services.
- Ensure that each town has a meaningful role in managing the costs, benefits, and service levels of their shared Station.
- Maintain stability in the provision of waste management for the towns.
- Equitably balance the expense of operating the Station between the towns.
- Save each town tax dollars by avoiding the duplication of facilities and services.

To this end, the towns hereby agree to jointly use the Station and to exercise such powers as may be provided separately or jointly by the member governments with respect to solid waste and recycling, as set forth below.

IV. Management of the Station

A. General Operations. In order that the management of the Station shall be as efficient and small as possible, the parties agree that it shall be the responsibility of the Town of Readfield to administer and operate the Station. Governing documents for the Station shall include any applicable policies, the current Station Operations Manual, current Solid Waste and Recycling Ordinance, and current Maine Department of Environmental Protection license.

As part of the efficient operation of the Station the Town of Readfield Select Board agree to meet with the Select Boards from the Towns of Wayne and Fayette, at least on a yearly basis, to review and establish governing documents for the Station. In addition, the Town Managers from Readfield, Wayne, and Fayette shall communicate monthly to review ongoing operations, maintenance, and budget of the Station.

The Town of Readfield shall have the responsibility for all personnel decisions and management of the employees of the Station at such compensation as it deems warranted; to contract for services for the Station; to make planned and emergency capital expenditures; and to maintain financial accounts for the deposit of fee income, revenues appropriated by the towns, and for the payment of the expenses of the Station. It shall also have the right to adopt such governing documents it deems necessary and advisable for the operation of the Station. The Town of Readfield shall also be solely liable for any and all claims arising from its oversight and employment of Station employees, from any contractual disputes, and from the collection and payment of all fees and expenses of the Station.

B. Establishment of an Advisory Solid Waste & Recycling Committee (SWRC). There is hereby established an Advisory Solid Waste and Recycling Committee (SWRC), which shall be comprised of citizens from each member town and the Station Manager. The purpose of the SWRC shall be to assist and make suggestions on the overall operations of the Station, to enhance the efficiency of the Station and recycling program, to improve services to the public, and to effectuate a comprehensive public education program to increase the understanding of the participation in the recycling program. The SWRC shall operate under the guidance of the SWRC Charter and any duly adopted rules, which may be amended by agreement of all the Select Boards of the member towns from time to time as necessary. Each member town shall be represented equally on the SWRC by three members with at least one member of the participating town Select Board and two community members, all of whom shall be voting members of the SWRC. Each Town may also designate an alternate voting member who may be either a member of the Select Board or a community member. It shall be the responsibility of the Fayette and Wayne committee members to report to their respective Select Boards on the materials presented at all committee meetings. It shall be the responsibility of the Station Manager to report to the Readfield Select Board on all materials presented at the committee meetings. The parties agree to establish such other and further permanent and ad hoc Advisory Committees as they deem necessary during the term of this Agreement. The Town Managers of Fayette and Wayne may advise the Readfield Town Manager on all matters of this Agreement.

C. Financial Records. The financial records for the Station shall be maintained by the Treasurer of the Town of Readfield. The records of the Station shall be public records to the same extent as other municipal records, and shall be available for public inspection and copying pursuant to the Maine Right to Know Law (M.R.S.A. Title 1, Chapter 13). The Readfield Treasurer shall prepare monthly financial reports to be issued to the Select Board of the member towns, and shall be available to consult with the Select Board of the member towns with regard to any financial transaction.

D. Accounts Payable. All payments for services and goods for the Station shall be approved by a majority of the Select Board of the Town of Readfield.

E. Liability. Each municipality shall indemnify and hold harmless each other municipality for all claims, suits, or liabilities of every kind or nature arising out of or from any negligent or intentional wrongdoing, act, or omission by a participating municipality or any of its agents, employees, consultants, or contractors relating to the duties and obligations of the municipalities under this Agreement. Unless otherwise provided herein, no municipality shall be liable for more than its pro rata share with respect to any obligations or liabilities under this Agreement. The Towns of Wayne and Fayette shall be specifically excluded from any and all liability for environmental or hazardous waste related claims which existed, or which may be discovered to have existed, prior to the date of this Agreement.

This obligation to indemnify shall not waive any defense immunity or limitation of liability, which may be available to the officers, agents or employees of any participating Town, under the Maine Tort Claims Act pursuant to the provisions of 14 MRSA Section 8101 et seq. or any other privileges or immunities as may be provided by law.

Adequate hazard and liability insurance for the Station must be maintained by the Town of Readfield and certificates of insurance shall be provided to member towns annually.

V. Financing and Budgeting of the Station

- A. Division of Operating Expenses. The member towns shall share in the operating expenses of the Station. The portion of operating expenses to be paid by each municipality shall be reported as a percentage carried to three decimal places and shall be determined by dividing the most recent State of Maine real property valuation for each member town by the total State of Maine real property valuation of all member towns. In the event the Station becomes equipped with appropriate scales or other mechanisms for competent tracking of each municipality's solid waste disposal, the member towns herein agree to substitute the formula provided above for a formula based on actual usage. Operating expenses shall include all expenses associated with the Station, except for capital expenses. Such operating expenses include (but are not limited to): waste disposal fees, hauling fees, recycling fees, wages of employees, utilities, security costs, insurance, office and administrative expenses, ordinary maintenance of equipment, and replacement of equipment that has a life expectancy of less than two years and costs less than \$5,000.00.
- B. Division of Capital Expenses. In order to deliver planned capital investments and buffer against unanticipated capital expenses, the member towns shall share in the capital expenses of the Station through annual contributions to a designated capital reserve managed by the Town of Readfield. The portion of capital expenses to be paid by each municipality shall be reported as a percentage carried to three decimal places and shall be determined by dividing the most recent State of Maine real property valuation for each member town by the total State of Maine real property valuation of all member towns. In the event the Station becomes equipped with appropriate scales or other mechanisms for competent tracking of each municipality's solid waste disposal, the member towns herein agree to substitute the formula provided above for a formula based on actual usage. Capital Expenses shall include all Station related improvements and equipment with an expected useful life in excess of two years or a cost in

excess of \$5,000. Such capital expenses include (but are not limited to): compactors, recycling cans, backhoe, scales, buildings with the exception of the Readfield Maintenance building, permanent structures, access road surfaces and earthworks, holding tanks, and storage containers. Because the backhoe is shared with other departments in Readfield, the portion of the replacement cost attributed to the Station shall be 50%. Combined annual contribution by the member towns to the reserve shall be initially set at eight percent of the budgeted net operating expense of the Station and may be adjusted by mutual agreement of the Select Boards of the member towns.

No town shall be required to make additional contributions to the designated capital reserve for present or future expenditures without further agreement between the Select Boards of the member towns as to the division of the initial capital expense and disposition of the equipment upon termination.

- C. Fee Income. All income generated by the Station from waste disposal fees, permit fees, etc. (whatever or whoever the source) shall be retained by the Town of Readfield and used to reduce the operating expenses thereof. Each community shall be empowered to issue permits for use of the Station at such fees as recommended by the SWRC and as agreed upon by all member towns.

- D. Annual Budget & Capital Investment Plan. The Readfield Town Manager shall prepare an annual budget and capital investment plan for the Station for presentation to the Select Board and Budget Committee of each member town. The budget and capital investment plan shall presume a fiscal year of July 1 to June 30. The budget and capital investment plan shall be prepared sufficiently in advance of the annual town meeting of each town to permit considerations of each town's share of the expenses on the annual town warrant. The Town of Readfield shall bill the Towns of Fayette and Wayne each calendar month in arrears for their share of the actual incurred operating expenses and designated capital reserve contributions. The Towns of Fayette and Wayne shall remit to the Town of Readfield the billed amount within thirty days of presentation. Changes in the annual budget following adoption must be approved by a majority of the Select Board in each member town. Each town shall be responsible for prudently incurred expenses recommended by the SWRC and approved by the Readfield Select Board, and each town shall convene such meetings of the legislative body as may be necessary for consideration of the budget, original appropriations and supplemental appropriations (if any) for each town's share of the operating and capital expenses of the Station.

- E. Title to Property. Title to the real estate, equipment and personal property supplied by the Town of Readfield (including the Station equipment) not subject to a separate agreement shall remain in the Town of Readfield.

VI. Duration and Termination of Agreement

- A. Term. This Agreement shall be effective for three years from the date of the Agreement, subject to approval of each member town's legislative body at Town Meeting, and shall continue thereafter for successive three-year terms unless terminated by any member town.

- B. Termination. After the expiration of the initial three year term, this Agreement may be terminated by any party through written notice provided to all parties no less than twelve months in advance of the intended termination date. The notice of termination shall be effective when delivered in writing to the Town Manager or Chair of the Select Board of the other member towns. The effective date of termination shall be the end of the first fiscal year (July 1 to June 30) following expiration of the notice period. The failure of a member town to appropriate funds at its annual town meeting required to meet their share of the expenses incurred to operate the Station as identified in Section V of this Agreement shall serve as a notice of termination, unless the funds are appropriated at a subsequent special town meeting called within 120 days of the annual town meeting. Any notice of termination shall not relieve a member town of its liability for expenses incurred prior to the effective date of termination at the end of the applicable fiscal year.
- C. Disposition of Funds and Property Upon Termination of this Agreement by any member Town. Upon termination of this Agreement, the Station, all equipment, personal property and real property shall remain the sole and exclusive property of the Town of Readfield. All remaining funds of the Station after payment of all bills accrued through the effective date of termination shall become the sole and exclusive property of the Town of Readfield.

VII. Dispute Resolution

- A. If there are any disputes or disagreements arising among the parties out of this Agreement, the Towns agree to meet to discuss and attempt to resolve any issues. The Towns hereby agree that a third-party neutral may be retained, at a cost to be shared equally by the Towns, to facilitate any meetings necessary to reach a mutual resolution.
- B. If issues cannot be resolved in a meeting, all disputes must be resolved through binding arbitration. The process shall be agreed to by the parties and shall occur in Kennebec County, Maine. The arbitrator shall order any and all necessary relief to the prevailing party.

VIII. Adoption and Amendment

This Agreement shall become effective upon (a) approval by ordinance, resolution, or other action by the legislative body of each member town; (b) the filing of this Agreement with the Maine Secretary of State; and (c) the filing of this Agreement with the Clerk of each member town. Following adoption, the Agreement may be amended only by majority vote of the Select Board of all three member towns. If any portion of this Agreement is found to be contrary to law (or is invalidated by subsequent change in the enabling state legislation), such invalidation shall not invalidate other portions, and the parties shall amend the Agreement to remedy the invalidated portion hereof.

In Witness Whereof, the duly authorized Select Boards of the Town of Fayette, the Town of Readfield, and of the Town of Wayne do hereby set their hands and seals as approved on this _____ day of _____, 2017.

Town of Fayette, Maine, by:

Town of Readfield, Maine, by:

Town of Wayne, Maine, by:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

**Bid Specifications for a
Three-Year Contract Term: April 1, 2017 through October 30, 2020**

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

A. SERVICES: What, When, Where.

Contractor agrees to provide all the labor, materials, and equipment necessary to perform the mowing, trimming, and lawn care maintenance for the Town Properties as outlined in the attached mowing specifications from April 1, 2017 through October 30, 2020. The properties within the community which need to be maintained are as follows:

Fire Stations

**Wayne Village Fire Station, Main Street
North Wayne Fire Station, Kents Hill Road**

Historic Properties

**North Wayne Building "old Town Office" and area beside North Wayne Dam, Lovejoy Pond Road
North Wayne Schoolhouse, Kents Hill Road
Wayne Town House, Main Street**

Ladd Recreation Center

Ladd Recreation Center, Gott Road

Parks

**Memorial Park
Roderick Park
Job Fuller Park
Mill Stream Lot**

Traffic Islands

**Rte. 133 intersection with Old Winthrop Road
Rte. 133 intersection with Memorial Park Lane**

B. INDEPENDENT CONTRACTOR.

Contractor and his agents and employees, during the performance of this contract shall act in an independent capacity and not as officers or employees of the Town of Wayne. Any and all

workers needed to fulfill the obligations of this contract shall be employed by the Contractor and the Contractor shall be solely responsible for complying with applicable state and federal laws including, but not limited to, workman's compensation law, employment security law, and minimum wage law. As an independent contractor, Contractor is responsible for maintaining the Contractor's equipment in a safe, operable, and legal condition.

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

C. PERFORMANCE REQUIREMENTS.

General Specifications (apply to all properties)

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

Parks Special Specifications

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

Ladd Special Specifications

1. Mow and trim all lawns, fields and playgrounds on the Ladd Recreation Center property.

2. The Contractor mowing schedule will not interfere with any scheduled games and/ or activities that will be held on the Ladd Recreation Center property. Contractor will receive a list of all scheduled games and/ or activities from Ladd Recreation Center Director.
3. All swale areas will be maintained by the contractor (at least annually).

Historic Properties Specifications

1. Trash can will be emptied when full at North Wayne Building (Old Town Office) and disposed of properly at the Readfield Transfer Station.

D. INSURANCE.

The Contractor agrees to purchase and maintain commercial general liability insurance in an amount of one million (\$1,000,000) dollars for personal injury, death or property damage claims, automobile liability, and worker's compensation liability which may arise from mowing operations under the contract. The Contractor further agrees to indemnify, assume the defense of and save harmless the Town of Wayne, its agents and employees from liability, actions, claims or damage for wrongful death, personal injuries or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties and the work performed under the contract.

E. INDEMNIFICATION.

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

F. SUPERVISION AND CONTROL.

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

G. BILLS AND CLAIMS.

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

I. BREACH OF CONTRACT.

If the Contractor is in violation of any terms of the contract, or if a majority of the Board of Selectmen vote that the work described in the contract is being performed unsatisfactorily, the

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

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

J. PAYMENT SCHEDULE.

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

Year 1 / Year 2 / Year 3/ Year 4*

\$1,285.40/ \$1,339.13/ \$1,395.29/ \$1,454.25	second warrant in April of each contract year.
\$1,285.40/ \$1,339.13/ \$1,395.29/ \$1,454.25	second warrant in May of each contract year.
\$1,285.40/ \$1,339.13/ \$1,395.29/ \$1,454.25	second warrant in June of each contract year.
\$1,285.40/ \$1,339.13/ \$1,395.29/ \$1,454.25	second warrant in July of each contract year.
\$1,285.40/ \$1,339.13/ \$1,395.29/ \$1,454.25	second warrant in Aug. of each contract year.
\$1,285.40/ \$1,339.13/ \$1,395.29/ \$1,454.25	second warrant in Sept. of each contract year.
\$1,285.40/ \$1,339.13/ \$1,395.29/ \$1,454.25	second warrant in Oct. of each contract year.
\$8,997.80/ \$9,373.91/ \$9,767.03/ \$10,179.75	Total Contract Amount

* = Renewal Option

K. RENEWAL.

The Town reserves the right and is the option to extend this contract for one (1) additional year, at the terms and conditions set forth herein. The Town must exercise its option by

sending written notice thereof to the Contractor no later than three months prior to the expiration of this contract.

L. ASSIGNMENT, AMENDMENT, SEVERABILITY, AND JURISDICTION.

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

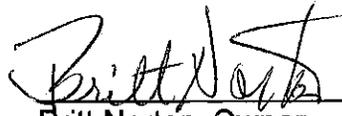
In witness whereof, the parties, or their duly authorized agents, execute this agreement on the **1st** day of **November, 2016**.

FOR THE TOWN OF WAYNE



Aaron Chrostowsky, Town Manager

FOR THE CONTRACTOR



Britt Norton, Owner

BID PROPOSAL FORM

TOWN of WAYNE

Mowing, Trimming, and Lawn Care Maintenance
For Town Properties

Contract Term: April 1, 2017 to October 30, 2020
Three-Year Contract

BIDDER NAME: Norton's Lawncare
& ADDRESS

P.O. Box 13

Wayne, ME 04284

PHONE # (207) 685-9475

Submit bid proposal form in a sealed envelope. No fax or email bids accepted. Mark outside of envelope "Mowing Bid for Town Properties". Bids opened at the _____.

SEND TO: TOWN of WAYNE **DUE DATE:**
P.O. Box 400; 48 Pond Road
Wayne, ME 04284

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

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

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

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4*</u>
<u>Year/</u>	<u>4/1/17</u>	<u>4/1/18</u>	<u>4/1/19</u>	<u>4/1/20</u>
<u>Properties</u>	<u>-10/30/18</u>	<u>-10/30/19</u>	<u>-10/30/20</u>	<u>-10/30/21</u>
Total	\$8,997.55	\$9,373.93	\$9,767.03	\$10,179.78

* = Renewal Option

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

Signed: _____
Title: _____

Date: _____

To: Board of Selectmen
From: Aaron Chrostowsky, Town Manager
Re: #2 Heating Oil Contract
Date: 8/4/2017

As you know, the Town of Wayne participates annually in the Joint Bidding of Heating and Motor Oil with the following Town's and School District:

- RSU #38
- Fayette
- Manchester
- Monmouth
- Mount Vernon
- Readfield
- Wayne

The Town of Wayne has requested 1,000 gallons for the Fire Department.

Wayne Fire Department

#1: Village Sta., 150 Main Street, #2 Heating Fuel, Est. Annual Usage: 440 gals.

#2: North Wayne Sta., 14 Kent's Hill Road, #2 Heating Fuel, Est. Annual Usage: 660 gals.

Total: Est. Annual Usage: 1,000 gallons

FY 2014-2015 Pricing – Winthrop Fuel Co.

1,800 gallons x \$3.194 per gallon = \$5,749.20

FY 2015-2016 Pricing – Winthrop Fuel Co.

1,800 gallons x \$2.242 per gallon = \$4,035.60

FY 2016-2017 Pricing – Winthrop Fuel Co.

1,000 gallons x \$1.502 per gallon = \$1,502

FY 2017-2018 Pricing – C.N. Brown

1,000 gallons x \$1.789 per gallon = \$1,789

2017-2018 Fuel Bid Results

		Augusta Fuel	C.N. Brown	Dead River	DK Burke	Downeast	Winthrop	Irving	J&S	Webber	Fabian Peddle/Tank
#2 Heating Oil Fixed		1.85	1.789	1.8502		1.849	1.852		0.00		1.90
#2 Heating Oil Cap		.25 p/g fee							No Peddle		
#2 Heating Pre-Buy		1.80	1.689	1.7502			1.702		1.6891		
#2 Heating OVER 5000 GALLON TANKS											
K-1-Fixed		2.15									
K-1-Capped											
K-1 Pre-buy											
K-1 Heating OVER 5000 GALLON TANKS											
LP Gas-Fixed			1.489			1.269					1.259
LP Gas-Capped											
LP Gas-Pre-buy											
Diesel-Fixed			1.959						0		2.40
Diesel-Capped									No Peddle		
Diesel-Pre-buy			1.859		1.8534				1.89		
Diesel OVER 5000 GALLON TANKS											
Summary											
#2 Heating Oil	Gallons										
Peddle Truck	61,450	113,682.50	109,934.05	113,694.79	-	161,695.05	113,805.40	-	No Peddle	-	166,155.00
Tank Truck	26,000	46,800.00	43,914.00	45,505.20	-	-	44,252.00	-	43,916.60	-	-
Total #2	87,450	160,482.50	153,848.05	159,199.99	-	161,695.05	158,057.40	-	43,916.60	-	166,155.00
K-1 Heating Oil											
Peddle Truck	-										
Propane Heating Oil											
Peddle Truck	12,175	-	18,128.58	-	-	15,450.08	-	-	-	-	15,328.33
Diesel Heating Oil											
Peddle Truck	14,000	-	27,426.00	-	-	-	-	-	No Peddle	-	175,200.00
Tank Truck	59,000	-	109,681.00	-	136,298.20	-	-	-	111,392.00	-	-
Total Diesel	73,000	-	137,107.00	-	135,298.20	-	-	-	111,392.00	-	175,200.00
Totals	172,625	160,482.50	309,083.63	159,199.99	135,298.20	177,145.13	158,057.40	-	155,308.60	-	356,683.33

To: Board of Selectmen
From: Aaron Chrostowsky, Town Manager
Date: 8/4/2017
Re: Winter Rock Salt Pricing

Past Pricing

<u>Year</u>	<u>Quantity</u>	<u>Price</u>	
2013-14	260	\$62.98	State contract
2014-15	300	\$62.98	State contract
2015-16	300	\$65.65	Private quote – Morton Salt
2016-17	300	\$58.22	KVCOG contract - Harcros

This Year Pricing

<u>Year</u>	<u>Quantity</u>	<u>Price</u>	
2017-18	300	\$55.00	KVCOG contract – New England Salt Co.

Town of Wayne

P.O. Box 400; 48 Pond Road

Wayne, ME 04284

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

<http://www.waynemaine.org>

July 31, 2017

Dear Resident:

I am writing to inform you about an upcoming road project on:

- **Lovejoy Pond Road (from new pavement at North Wayne Building to Fayette Town Line)**

As you might have noticed, the Town has been working hard this summer (Brush cutting, culvert replacement, ditching and shoulder restoration) to prepare for paving this fall on the above road. Thank you for your patience. The following contractors have been hired to conduct the following work:

Contractor: Stevenson Solutions, Wayne, ME
Type of Work: Brush and tree removal within Town Right-of-Way
Date of Work: Month of August 2017*

Contractor: Bruen Construction, Readfield, ME
Type of Work: Culvert replacement and draining improvements
Date of Work: Month of August 2017*

Contractor: All States Asphalt, Windham, ME
Type of Work: Reclaim (grind up old pavement)
Date of Work: Month of September 2017*

Contractor: All States Asphalt, Windham, ME
Type of Work: Paving (2" base coat; 1" surface coat)
Date of Work: Month of September 2017*

Contractor: D.R. Caron Excavation, Minot, ME
Type of Work: Shoulder installation
Date of Work: Month of October 2017*

*Tentative date: Dependent on work schedule schedules and weather.

If you have any items in the Town's Right-of-Way or concerns about the potential roadwork that you would like addressed. Please contact me, at the Town Office, so I can meet with you and discuss your concerns.

I want to reassure you that the Town staff and I are working with the contractors to make this transition as safe and as convenient as possible. ***During the construction process, the road will be closed to thru traffic; however, will be open for local traffic (residents, emergency vehicles, post office and school buses) you might experience temporary road closures and delays, be prepared to stop and obey all flaggers and signs for your safety and the contractors.*** Also, the Town has coordinated with all emergency response agencies that serve Wayne, and they are aware of the construction. Wayne Fire Department, Winthrop Ambulance, Kennebec County Sheriff's Office, Maine State Police, School District and the Post Office have been made aware of the road construction and they all are prepared for the delays.

Town of Wayne

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

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

<http://www.waynemaine.org>

Please bear with us, while we work toward improving the Town roads. This will only be temporary and in the end, the Town will have smooth and safe road to travel. Thank you in advance for your cooperation.

If you have any questions, please don't hesitate to contact me at (207) 685-4983 or townmanager@waynemaine.org.

Sincerely,

Aaron Chrostowsky
Town Manager

Town News – August 2017

The Town of Wayne will be conducting a **major road reconstruction and paving project** on the **Lovejoy Pond Road** this summer. *During the construction process, the roads will be closed to thru traffic; however, will be open for local traffic (residents, emergency vehicles, post office and school buses) you might experience temporary road closures and delays, be prepared to stop and obey all flaggers and signs for your safety and the contractors.* Please bear with us, while we work toward improving the Town roads. This will only be temporary and in the end, the Town will have smooth and safe road to travel. Thank you in advance for your cooperation. If you have any questions, please don't hesitate to contact the Town Office.

All unpaid **2016 Real Estate Property Taxes** will be liened on July 31, 2017. If your property has received a 30-day notice, please contact the town office to make payment arrangements.

This month the **Selectboard** will be meeting on **August 8** and **August 22** at **6:30 PM** at the **Wayne Elementary School Gymnasium**.

This month the **Planning Board** will be meeting on **Wednesday August 5th** at **7:00 PM** at the **Wayne Town Office**.

The Town's **Assessor Agent** Matt Caldwell from RJD Appraisal will be available by appointment on **Monday August 28, 2017** to answer any questions you might have about your assessment or tax bill. Please contact, the Town Office to schedule an appointment.

In observation of **Labor Day, Monday September 4, 2017**, the Town Office will be closed. It will re-open on Tuesday September 5, 2017, during our regularly scheduled hours.

Your **2017 property taxes** will be committed in August and tax bills will be mailed at the end of August. **Property taxes are due on October 1st, 2017.**

Town of Wayne

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

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

<http://www.waynemaine.org>

To: Board of Selectmen
Town Office
From: Aaron Chrostowsky, Town Manager
Date: August 8, 2017
Re: Out-of-Office

I will be out of the office attending MTCMA 72nd New England Management Institute from **Wednesday August 9, 2017** to **Friday August 11, 2017**. I will be back in the office on **Monday August 14, 2017**.

If you have any questions, please don't hesitate to contact me, by my personal cellphone at **(207) 877-1214** and/ or by my work email at **townmanager@waynemaine.org**.



MTCMA

**Maine Town, City and County
Management Association**

A State Affiliate of **ICMA**

**72nd New England
Management Institute**

Changing Workforce, Changing Work Culture

August 9-11, 2017

Sunday River

Newry, Maine

Education • Leadership • Recognition

www.mtcma.org

72nd New England Management Institute - AGENDA

Wednesday, August 9

- 7:00am-8:00am: Continental Breakfast Buffet**
- 7:30am-8:15am: Conference Registration, Networking & Visit with Sponsors**
- 8:15am-8:30am: Conference Welcome**
Peter Crichton, MTCMA President
Larry Mead, MTCMA 1st VP and Professional Development Committee Chair
Perry Ellsworth, MTCMA Secretary/Treasurer and Professional Development Committee Vice-Chair
- 8:30am-10:00am Keynote Address: Changing Municipal Workforce**
Maine's workforce and labor market are undergoing historic change; a shrinking labor force, low unemployment, aging employees, a shortage of qualified applicants, unfilled job openings, increases in the minimum wage. As employers, Maine's towns, cities and counties are confronted by stresses and challenges from these changes that directly affect productivity, efficiency and effectiveness in delivering municipal services.
Keynote speaker Chuck Lawton will review Maine's current and projected demographics and the implications for the State's labor market, wages and economic growth. Learn about the effects of these dynamics on local governments' wages, budgets, and workforce, and the differences that exist by region, and between urban and rural areas? What can we as Managers and employers do to effectively and proactively respond to these new realities?
Keynote Speaker: Charles Lawton, Ph.D., Consulting Economist (MTCMA Certification: 1.5 credits Leadership category)
- 10:00am-10:15am: Morning Break & Visit with Sponsors**
- 10:15am-11:30am: The Future is Now: Gen X, Gen Y and Millennials in Today's Municipal Workplace**
What is life like for these younger, attention-sapped, technology-dependent generations in Maine municipal offices? What are the challenges for Managers in recruiting and retaining the best talent for today and tomorrow? A panel of young municipal professionals share their personal experiences.
Panelists: Jamie Francomano, Director of Planning & Community Development, Town of Rockport; Audra Caler-Bell, Town Manager, Town of Camden; Scott LaFlamme, Economic Development Director, City of Bath; Courtney O'Donnell, Town Manager, Town of Stockton Springs (MTCMA Certification: 1.25 credits Human Resources and Leadership categories)
- 11:30am-11:50am: Telecommuting, Millennials, and the Information Economy: The Impact of Broadband on a Changing Workforce**
Building Maine's Economy means building and retaining Maine's workforce. There are several key steps to doing that:
 - Draw a younger workforce
 - Enable the aging workforce to continue working
 - Engage untapped or unengaged populations to the work force
 - Attract out-of-state workers and recent graduates to relocate here to live and workThis presentation will explore the role that broadband can play in achieving a sustainable workforce in Maine.
Presented by OTT Communications, a division of Otelco, Inc.
- 11:50am-12:00pm: Pre-Lunch Break & Visit with Sponsors**
- 12:00pm-1:30pm: Awards Luncheon Buffet & Annual Meeting (Annual Meeting after Awards Presentation)**
Presentation of the following MTCMA Awards & Scholarships:
Leadership Award, Rising Star Award, Edward F. Dow Student Scholarship Award, Internship Grant Recipients
- Conference Guests!** Instead of a Mystery Adventure this year, we encourage you to enjoy all that Sunday River and beautiful Western Maine has to offer! While attendees are in session, consider taking a hike on one of Sunday River's trails. Each trek varies in difficulty. Hiking maps will be available at the registration desk.
- 1:30pm-2:45pm: Municipal Interns Panel**
Hear from five current and former municipal government interns about their experiences – what they learned, why they are interested and what municipalities need to do to attract more young people to the profession.
***(MTCMA Certification credits are indicated by category)**

Wednesday, August 9

This session will also feature Charlie Morris, Associate Director of the Margaret Chase Smith Policy Center, where he oversees the financial and personnel activities for the Center. Charlie also directs the Maine State Government Summer Internship Program and the Margaret Chase Smith Public Affairs Scholarship program.

Panelists: Charles Morris, Associate Director, Margaret Chase Smith Policy Center; Jay Feyler, Town Manager, Town of Union; Kevin Sutherland, City Administrator, City of Saco; Meghan Cooper, City of Augusta Intern 2017; Eleanor Snyder, Town of Union Intern 2016; Asher Sizeler-Fletcher, Town of Union Intern 2017; Amanda Methot, City of Saco Intern 2016 and City of Portland Intern 2017; Margaret Boothby, City of Saco Intern 2016; Haley Jaramillo, City of Gardiner Intern 2016 and City of South Portland Intern 2017 (MTCMA Certification: 1.25 credits Human Resources category)

2:45pm-3:00pm: Afternoon Break & Visit with Sponsors

3:00pm-4:00pm: Legal Challenges Posed by the Changing Workforce

Today's workplace is rapidly evolving. The workforce is becoming increasingly diverse, requiring employers to respond to a myriad of new and different personal and professional needs. Issues relating to gender identity and religious beliefs are among those that often require a different approach to existing policies and procedures. This session will highlight some of the legal issues employers encounter as they work to adapt and/or develop policies and practices to address these changes while maintaining a work environment that best meets their needs.

Presenters: Elizabeth Oliver, Preti Flaherty; Kristin Collins, Preti Flaherty (MTCMA Certification: 1 credit Legal and Human Resources categories)

4:00pm: Adjourn & Check-In Time at Hotel

5:00pm-6:15pm: Pre-Banquet Reception

Enjoy catching up with friends and colleagues with pre-banquet beverages and hors d'oeuvres on the Sliders deck (weather permitting).

6:15pm-8:30pm: Dinner Banquet (Semi-formal attire requested)

Presentation of the Linc Stackpole (Manager of the Year) Award
See plated dinner service menu selections on the registration form.

Thursday, August 10

6:45am-8:45am: Continental Breakfast Buffet

7:45am: Conference Registration

9:00am-10:30am: Unions and the Collective Bargaining Process: Tips, Traps and Theories (concurrent session – location TBD)

Matt Tarasevich, Esq., an experienced negotiator of municipal collective bargaining agreements, and John Alfano, a mediator with over 30 years' experience in public sector dispute resolution, will discuss the "ins and outs" of municipal contract bargaining. Topic areas will include:

- Understanding the process and the statutory scheme
- Tips and Strategies for pre-bargaining planning
- You're at the table: now what?
- Traps for the unwary
- How the mediation/fact-finding/arbitration process works - and how to make it work for you.

This 90 minute session will also provide ample time to answer your questions about the bargaining process and dispute resolution.

Presenters: John Alfano, Union Mediator; Matt Tarasevich, Bernstein Shur (MTCMA Certification: 1.5 credits Legal and Human Resources categories)

9:00am-10:30am: How to Save Money on Road Preservations (concurrent session – location TBD)

As Managers we sometimes leave paving decisions totally up to our Public Works departments. This session will show you why you should be in the discussion and will show you ways to stretch your public works dollars. Ron Simbari is Construction Manager for All States Asphalt in Maine, with over 10 years of experience in the paving world including time as resident engineer and assistant pavement manager with the MDOT. He will show you options to preserve your roads with some new and innovative techniques that could save your municipality hundreds of thousands of dollars. You will leave with valuable information to take back and discuss with your public works departments.

Presenter: Ron Simbari, Marketing Director, All States Materials Group (MTCMA Certification: 1.5 credits Finance/Budget category)

***(MTCMA Certification credits are indicated by category)**

Thursday, August 10

10:30am-10:45am: Morning Break & Visit with Sponsors

10:45am-11:45am: Time for a change? Marketing Yourself through Resume Building, Cover Letters and Interviewing

As a municipal manager, chances are sooner rather than later you will be looking to change jobs, start a new career, or move on to new challenges. Learn how to best market yourself on paper and in person. See how current trends for resume building, and cover letters help you get selected for an interview. Come away with strategies and insight on how to prepare for the interview and stand out from the pack. Don and Denise will guide you through this session from the employer's / reviewer's perspective. Want to get a head start? Contact Denise Clavette at dmc8414@icloud.com for more information.

Denise Clavette has worked for several years as a consultant providing career transition and resume building services to individual clients, and has served as a successful municipal director for over 25 years in several communities. Don Gerrish retired from municipal government after a successful 38-year career managing several Maine communities. Don now works for Eaton Peabody Consulting Group heading up their Municipal Management Services team, and has assisted over 30 Maine towns and cities in their municipal manager services.

Presenters: Don Gerrish, Eaton Peabody Consulting Group; Denise Clavette, Assistant City Manager, City of Auburn (MTCMA Certification: 1 credit Human Resources category)

11:45am-12:00pm: Creative Hiring Solutions: The Power of Relationships in Leveraging Networks and Engaging Communities for Strong Talent in a Changing Workforce

While a low unemployment rate is great, it makes the life of a Recruiter a bit difficult. FairPoint Communications will outline some of the strategies their staffing department has implemented to attract talent to their organization to include job advertising, relationship building and a positive candidate experience. We will also discuss creative onboarding and new hire touch points throughout their early employment.

Presented by FairPoint Communications

12:00pm-1:00pm: Lunch Buffet

Length of Service Awards/Certification Awards, Outgoing President's Remarks, Incoming President's Remarks

1:15pm-4:30pm: Building Connections/Activities (see Complimentary Activities listing for available activities)

Sign up for activities on the Activities Registration Form

5:30pm-9:00pm: Casino Night Event (see flyer for complete details)

Friday, August 11

6:45am-8:30am: Continental Breakfast Buffet

9:00am-10:15am: Developing Your Personal Employment Agreement

There are numerous reasons why no local government manager or administrator should be without an employment agreement; security when you suddenly find yourself out of a job or at odds with your elected officials, a better understanding of what is expected from you and what is expected of the employing governing body, additional fringe benefits not available to other employees generally, and provisions to help you better prepare for retirement. Last but not least, it can help you sleep better at night, especially after a rough council meeting. Using the ICMA model employment agreement as a template Bill Bridgeo and Jim Bennett will take you through the do's and don'ts when developing or modifying your employment agreement.

Presenters: Jim Bennett, City Manager, City of Biddeford; Bill Bridgeo, City Manager, City of Augusta (MTCMA Certification: 1.25 credits Human Resources category)

10:15am-10:30am: Morning Break & Visit with Sponsors

10:30am-11:45am: Idea Exchange

The Idea Exchange provides an opportunity for town, city and county managers as well as assistant managers from across the state to discuss issues specifically relevant to their communities in an informal setting. The individual who suggests the idea will present his/her idea followed by a sharing of information and discussion. Managers and Assistant Managers are encouraged to submit their ideas in advance by contacting Perry Ellsworth at: pellsworth@sbmaine.us.

Presenters: To Be Determined; facilitated by the MTCMA Ambassadors (MTCMA Certification: 1.25 credits Leadership and Ethics categories)

11:45am-12:00pm: Conference Wrap Up, Evaluations and Prizes (must be present to win)

***(MTCMA Certification credits are indicated by category)**

Maeghan Maloney
District Attorney

Paul Cavanaugh
Deputy District Attorney



KENNEBEC COUNTY COURTHOUSE
95 State Street, Augusta, ME 04330
623-1156 or 623-1157
Fax: 622-5839

SOMERSET COUNTY COURTHOUSE
41 Court Street, Skowhegan, ME 04976
474-2423 or 474-5517
Fax: 474-7407

STATE OF MAINE
OFFICE OF THE DISTRICT ATTORNEY
PROSECUTORIAL DISTRICT IV

July 31, 2017

Town of Wayne
ATTN: Aaron J. Chrostowsky
P.O. Box 400
Wayne, ME 04284

RE: State v. Parker M. Favreau
State v. Jacob S. Gibson

Dear Aaron:

This office has a case pending against the above-captioned defendant and the Town of Wayne is one of the named victims. In order for the case to proceed effectively, it is important that you contact me as soon as you receive this letter so that we may discuss this case. We have at our offices pamphlets containing the laws regarding Victim Notification and an explanation of your rights that we are happy to provide to you. We are interested in your input and want to know how you would like to see this case handled.

The next court appearance for the defendants is August 7, 2017. The Defendants may enter a plea on this date. You have a right to be present when a defendant enters a plea and when a defendant is sentenced. Please let us know if you wish to attend court and be present for these events. We will attempt to notify you concerning a plea agreement, so please make sure to keep us updated as to your current telephone number and mailing address. At the time the defendant is sentenced, you also have a right to be heard by the court and the court must consider your input when determining an appropriate sentence.

Please call me at your earliest convenience so that we may discuss this and other issues of concern to you. You can reach me at (207) 629-0003. Voicemail is available after hours; however, please leave a daytime phone number at which you may be reached. Thank you for your cooperation in this matter.

Sincerely,

Rebecca Winter

Victim Witness Advocate

JW #17-3752 (Favreau) and 17-3755 (Gibson)

Expense Summary Report

Fund: 1
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
100 - General Admin	227,806.00	38,547.74	189,258.26	16.92
01 - Salaries	159,489.00	11,677.87	147,811.13	7.32
01 - Selectmen	7,162.00	0.00	7,162.00	0.00
05 - Town Manager	50,000.00	3,844.80	46,155.20	7.69
15 - Treasurer	3,000.00	0.00	3,000.00	0.00
20 - Tax Collector	22,686.00	1,950.08	20,735.92	8.60
25 - Town Clerk	23,532.00	1,825.78	21,706.22	7.76
35 - Meeting Clerk	603.00	0.00	603.00	0.00
70 - Med/Fica	8,184.00	582.98	7,601.02	7.12
75 - Health Insurance	38,561.00	3,225.93	35,335.07	8.37
80 - Retirement	4,811.00	188.79	4,622.21	3.92
81 - Income Protection plan	950.00	59.51	890.49	6.26
02 - Operating Expense	21,861.00	12,083.18	9,777.82	55.27
01 - Office Expense	3,000.00	35.92	2,964.08	1.20
05 - Travel expenses	900.00	50.00	850.00	5.56
10 - Training Expense	1,000.00	314.75	685.25	31.48
20 - MMA Dues	2,461.00	0.00	2,461.00	0.00
25 - Computer Repairs	500.00	0.00	500.00	0.00
30 - Computer Software	9,500.00	10,403.51	-903.51	109.51
35 - Website	500.00	500.00	0.00	100.00
40 - Town Report	1,000.00	0.00	1,000.00	0.00
50 - Tax Administration	3,000.00	779.00	2,221.00	25.97
03 - Contractual	43,956.00	14,578.64	29,377.36	33.17
01 - Legal Services	10,000.00	213.50	9,786.50	2.14
05 - Audit Services	5,300.00	1,000.00	4,300.00	18.87
15 - Insurance	18,000.00	7,717.50	10,282.50	42.88
20 - Rent	6,656.00	0.00	6,656.00	0.00
25 - Copier lease	4,000.00	5,647.64	-1,647.64	141.19
05 - Utilities	2,500.00	208.05	2,291.95	8.32
01 - Telephone	2,500.00	208.05	2,291.95	8.32
101 - Debt Service	216,812.00	37,795.97	179,016.03	17.43
15 - Debt Service	216,812.00	37,795.97	179,016.03	17.43
05 - North Wayne Road	35,578.00	37,795.97	-2,217.97	106.23
10 - Kings Highway	65,256.00	0.00	65,256.00	0.00
15 - Old Winthrop Road	63,974.00	0.00	63,974.00	0.00
20 - Mount Pisgah Road	52,004.00	0.00	52,004.00	0.00
102 - Elections & Hearings	1,577.00	0.00	1,577.00	0.00
01 - Salaries	1,077.00	0.00	1,077.00	0.00
41 - Elections clerk	1,000.00	0.00	1,000.00	0.00
70 - Med/Fica	77.00	0.00	77.00	0.00
02 - Operating Expense	500.00	0.00	500.00	0.00
01 - Office Expense	500.00	0.00	500.00	0.00
103 - General Assistance	1,500.00	0.00	1,500.00	0.00
10 - Social Services/Community Serv	1,500.00	0.00	1,500.00	0.00
85 - General Assistance	1,500.00	0.00	1,500.00	0.00
104 - Fire Department	55,071.00	828.43	54,242.57	1.50
01 - Salaries	15,071.00	0.00	15,071.00	0.00
50 - Chief Officers stipends	6,000.00	0.00	6,000.00	0.00

Expense Summary Report

Fund: 1
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
104 - Fire Department CONT'D				
52 - Firefighter stipends	8,000.00	0.00	8,000.00	0.00
70 - Med/Fica	1,071.00	0.00	1,071.00	0.00
02 - Operating Expense	40,000.00	828.43	39,171.57	2.07
60 - Fire Operations	22,000.00	432.04	21,567.96	1.96
61 - Fire Communications	4,000.00	396.39	3,603.61	9.91
62 - Fire Equipment	14,000.00	0.00	14,000.00	0.00
105 - Assessing	22,800.00	2,500.00	20,300.00	10.96
02 - Operating Expense	1,800.00	0.00	1,800.00	0.00
75 - GIS Maps	1,800.00	0.00	1,800.00	0.00
03 - Contractual	21,000.00	2,500.00	18,500.00	11.90
30 - Assessing/Mapping	15,000.00	2,500.00	12,500.00	16.67
35 - Quarterly review	6,000.00	0.00	6,000.00	0.00
106 - Animal Control	5,130.00	472.63	4,657.37	9.21
01 - Salaries	3,230.00	0.00	3,230.00	0.00
55 - Animal control officer	3,000.00	0.00	3,000.00	0.00
70 - Med/Fica	230.00	0.00	230.00	0.00
10 - Social Services/Community Serv	1,900.00	472.63	1,427.37	24.88
90 - Humane Society	1,900.00	472.63	1,427.37	24.88
107 - Code Enforcement	13,514.00	979.32	12,534.68	7.25
01 - Salaries	12,514.00	979.32	11,534.68	7.83
56 - Code Enforcement Officer	11,625.00	909.72	10,715.28	7.83
70 - Med/Fica	889.00	69.60	819.40	7.83
65 - Unclassified	1,000.00	0.00	1,000.00	0.00
30 - Ordinance & Mapping	1,000.00	0.00	1,000.00	0.00
108 - Public Safety	33,811.00	7,913.54	25,897.46	23.41
03 - Contractual	26,911.00	7,360.33	19,550.67	27.35
40 - Ambulance	11,022.00	0.00	11,022.00	0.00
45 - Sheriff Dept	4,000.00	1,820.00	2,180.00	45.50
50 - PSAP Dispatching	11,889.00	5,540.33	6,348.67	46.60
05 - Utilities	6,900.00	553.21	6,346.79	8.02
20 - Street lights	6,900.00	553.21	6,346.79	8.02
109 - Roads	292,290.00	7,871.09	284,418.91	2.69
03 - Contractual	169,790.00	3,000.00	166,790.00	1.77
55 - Parking Lot Plowing	3,827.00	0.00	3,827.00	0.00
60 - Road Plowing	162,963.00	0.00	162,963.00	0.00
75 - Roadside mowing	3,000.00	3,000.00	0.00	100.00
05 - Utilities	500.00	21.83	478.17	4.37
05 - Electricity	500.00	21.83	478.17	4.37
25 - Roads	122,000.00	4,849.26	117,150.74	3.97
01 - Roads Administration	1,000.00	339.50	660.50	33.95
05 - Brush/Tree removal	12,000.00	0.00	12,000.00	0.00
10 - Calcium chloride	8,000.00	1,613.40	6,386.60	20.17
15 - Sweeping	4,000.00	39.00	3,961.00	0.98
20 - Patching	4,000.00	528.56	3,471.44	13.21
30 - Signs	2,000.00	217.00	1,783.00	10.85
35 - Painting	1,000.00	0.00	1,000.00	0.00

Expense Summary Report

Fund: 1
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
109 - Roads CONT'D				
40 - Culverts	9,000.00	155.00	8,845.00	1.72
45 - Gravel	26,000.00	800.30	25,199.70	3.08
46 - Winter salt	12,000.00	0.00	12,000.00	0.00
70 - Grading	8,000.00	835.00	7,165.00	10.44
75 - Ditching	35,000.00	321.50	34,678.50	0.92
110 - Transfer Station	81,176.00	0.00	81,176.00	0.00
02 - Operating Expense	1,500.00	0.00	1,500.00	0.00
80 - Hazardous waste	1,500.00	0.00	1,500.00	0.00
03 - Contractual	79,676.00	0.00	79,676.00	0.00
65 - Transfer Station Operations	73,774.00	0.00	73,774.00	0.00
66 - Transfer Station CIP	5,902.00	0.00	5,902.00	0.00
111 - Outside Agencies	27,928.00	0.00	27,928.00	0.00
10 - Social Services/Community Serv	27,928.00	0.00	27,928.00	0.00
01 - Library	6,000.00	0.00	6,000.00	0.00
10 - Archival board	500.00	0.00	500.00	0.00
15 - Messenger	3,000.00	0.00	3,000.00	0.00
20 - Cemetery Association	3,500.00	0.00	3,500.00	0.00
25 - Rural Community Action	3,700.00	0.00	3,700.00	0.00
30 - Senior Spectrum	1,004.00	0.00	1,004.00	0.00
35 - Hospice	1,000.00	0.00	1,000.00	0.00
40 - Family Violence	1,000.00	0.00	1,000.00	0.00
45 - Maine Public Broadcasting	100.00	0.00	100.00	0.00
50 - Kennebec Valley Behavioral Hea	1,600.00	0.00	1,600.00	0.00
55 - Children Center	595.00	0.00	595.00	0.00
60 - Red Cross	1,200.00	0.00	1,200.00	0.00
65 - Sexual Assault Crisis Support	417.00	0.00	417.00	0.00
66 - Crisis & Counseling Center	1,562.00	0.00	1,562.00	0.00
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	0.00	1,500.00	0.00
112 - Recreation	22,926.00	926.20	21,999.80	4.04
01 - Salaries	2,153.00	0.00	2,153.00	0.00
67 - Recreation Coordinator	2,000.00	0.00	2,000.00	0.00
70 - Med/Fica	153.00	0.00	153.00	0.00
02 - Operating Expense	4,300.00	0.00	4,300.00	0.00
90 - Ladd Operational expenses	4,300.00	0.00	4,300.00	0.00
03 - Contractual	6,623.00	926.20	5,696.80	13.98
70 - Mowing	2,448.00	342.00	2,106.00	13.97
71 - Ladd Mowing	4,175.00	584.20	3,590.80	13.99
10 - Social Services/Community Serv	9,850.00	0.00	9,850.00	0.00
91 - Kennebec Land Trust	250.00	0.00	250.00	0.00
92 - Friends of Cobbossee Watershe	1,300.00	0.00	1,300.00	0.00
93 - Memorial Day	300.00	0.00	300.00	0.00
97 - Andro Lake Improve Corp	2,500.00	0.00	2,500.00	0.00
98 - Andro Yacht club	500.00	0.00	500.00	0.00
99 - 30 Mile Wateshed	5,000.00	0.00	5,000.00	0.00
113 - Land and Buildings	2,624.00	418.05	2,205.95	15.93

Expense Summary Report

Fund: 1
ALL Months

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
113 - Land and Buildings CONT'D				
02 - Operating Expense	1,600.00	274.85	1,325.15	17.18
15 - Maintenance and Repairs	1,000.00	216.00	784.00	21.60
95 - NW Schoolhouse	200.00	12.50	187.50	6.25
96 - NW Building	200.00	15.63	184.37	7.82
97 - Town House	200.00	30.72	169.28	15.36
03 - Contractual	1,024.00	143.20	880.80	13.98
72 - Historic Property Mowing	1,024.00	143.20	880.80	13.98
114 - Capital Reserves transfers	95,000.00	0.00	95,000.00	0.00
52 - Capital Reserve Funds	95,000.00	0.00	95,000.00	0.00
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	0.00	50,000.00	0.00
76 - Broadband Expansion	5,000.00	0.00	5,000.00	0.00
115 - School RSU #38	2,179,274.00	361,976.30	1,817,297.70	16.61
60 - Intergovernment	2,179,274.00	361,976.30	1,817,297.70	16.61
15 - RSU #38	2,179,274.00	361,976.30	1,817,297.70	16.61
116 - County Tax	190,010.00	0.00	190,010.00	0.00
60 - Intergovernment	190,010.00	0.00	190,010.00	0.00
20 - Kennebec County Tax	190,010.00	0.00	190,010.00	0.00
117 - Cobbossee Watershed District	2,536.00	0.00	2,536.00	0.00
60 - Intergovernment	2,536.00	0.00	2,536.00	0.00
25 - Cobbossee Watershed District	2,536.00	0.00	2,536.00	0.00
118 - Overlay	10,000.00	0.00	10,000.00	0.00
60 - Intergovernment	10,000.00	0.00	10,000.00	0.00
30 - Overlay	10,000.00	0.00	10,000.00	0.00
120 - Selectboard Contingency	2,500.00	348.33	2,151.67	13.93
65 - Unclassified	2,500.00	348.33	2,151.67	13.93
01 - Contigent	2,500.00	348.33	2,151.67	13.93
Final Totals	3,484,285.00	460,577.60	3,023,707.40	13.22

Account	Budget Net	YTD Net	Uncollected Balance	Percent Collected
100 - General Admin				
01 - Banking Interest	441,468.00	46,560.06	394,907.94	10.55
03 - Lien costs	1,000.00	0.00	1,000.00	0.00
04 - Interest on taxes	5,000.00	400.01	4,599.99	8.00
05 - MV Agent fees	12,000.00	1,954.79	10,045.21	16.29
06 - IFW Agent fees	5,000.00	764.00	4,236.00	15.28
07 - Motor Vehicle excise	1,000.00	86.00	914.00	8.60
08 - Boat Excise	250,000.00	37,796.49	212,203.51	15.12
09 - Vitals	5,000.00	731.00	4,269.00	14.62
13 - Cable TV Franchise	500.00	68.60	431.40	13.72
14 - Misc revenue	5,000.00	0.00	5,000.00	0.00
15 - Surplus	5,000.00	50.00	4,950.00	1.00
21 - State revenue sharing	100,000.00	0.00	100,000.00	0.00
26 - Supplemental Taxes	46,968.00	4,709.17	42,258.83	10.03
	5,000.00	0.00	5,000.00	0.00
103 - General Assistance				
01 - GA Reimbursement	750.00	0.00	750.00	0.00
	750.00	0.00	750.00	0.00
105 - Assessing				
01 - Tree Growth	44,200.00	11,090.00	33,110.00	25.09
02 - Homestead Exemption	4,000.00	0.00	4,000.00	0.00
03 - Veteran reimbursement	35,000.00	9,846.00	25,154.00	28.13
04 - BETE Reimbursement	1,500.00	1,244.00	256.00	82.93
	3,700.00	0.00	3,700.00	0.00
106 - Animal Control				
01 - Dog fees	750.00	0.00	750.00	0.00
	750.00	0.00	750.00	0.00
107 - Code Enforcement				
01 - Building permits	2,000.00	102.00	1,898.00	5.10
02 - Yard Sale Permit	2,000.00	100.00	1,900.00	5.00
	0.00	2.00	-2.00	----
109 - Roads				
01 - Local Road Assist Program	30,708.00	0.00	30,708.00	0.00
	30,708.00	0.00	30,708.00	0.00
110 - Transfer Station				
15 - Transfer from Cap. Reserve Fnd	5,902.00	0.00	5,902.00	0.00
	5,902.00	0.00	5,902.00	0.00
Final Totals	525,778.00	57,752.06	468,025.94	10.98

General Ledger Summary Report

Fund(s): ALL

ALL

Account	Beg Bal Net	----- Y T D -----			Pending Activity	Balance Net
		Debits	Credits	Net		
1 - General Fund	0.00	4,016,981.29	4,016,981.29	0.00	13,370.58	13,370.58
Assets	869,150.16	251,517.56	448,322.79	-196,805.23	4,288.58	676,633.51
100-00 Cash / Checking	813,537.84	164,928.60	301,439.86	-136,511.26	5,972.57	682,999.15
110-00 Debit Card Account-Androscogg	2,000.00	0.00	0.00	0.00	0.00	2,000.00
110-01 Cash Drawers	400.00	0.00	0.00	0.00	0.00	400.00
110-03 Andro Savings 1600191314	243,374.44	0.00	0.00	0.00	0.00	243,374.44
116-00 NSF CHECK	1,240.59	0.00	226.74	-226.74	0.00	1,013.85
120-00 ACCOUNTS RECEIVABLE	772.57	0.00	0.00	0.00	0.00	772.57
150-05 2005 Real Estate Taxes	-0.01	0.00	0.00	0.00	0.00	-0.01
150-12 2012 Real Estate Taxes	5,611.57	0.00	0.00	0.00	0.00	5,611.57
150-13 2013 Real Estate Taxes	0.01	0.00	0.00	0.00	0.00	0.01
150-14 2014 Real Estate Taxes	21.39	0.00	0.00	0.00	0.00	21.39
150-15 2015 Real Estate Taxes	26.33	0.00	0.00	0.00	0.00	26.33
150-16 2016 Real Estate Taxes	97,271.34	0.00	97,068.15	-97,068.15	-44.49	158.70
150-17 2017 Real Estate Taxes	-1,925.16	0.00	1,668.44	-1,668.44	0.00	-3,593.60
155-05 2005 pp Taxes	168.81	0.00	0.00	0.00	0.00	168.81
155-06 2006 pp Taxes	250.19	0.00	0.00	0.00	0.00	250.19
155-07 2007 pp Taxes	261.03	0.00	0.00	0.00	0.00	261.03
155-08 2008 pp Taxes	421.05	0.00	0.00	0.00	0.00	421.05
155-09 2009 pp Taxes	554.20	0.00	0.00	0.00	0.00	554.20
155-10 2010 pp Taxes	880.67	0.00	0.00	0.00	0.00	880.67
155-11 2011 pp Taxes	1,504.73	0.00	0.00	0.00	0.00	1,504.73
155-12 2012 pp Taxes	1,504.73	0.00	0.00	0.00	0.00	1,504.73
155-13 2013 pp Taxes	1,680.98	0.00	0.00	0.00	0.00	1,680.98
155-14 2014 pp Taxes	2,179.89	0.00	0.00	0.00	0.00	2,179.89
155-15 2015 pp Taxes	2,779.86	0.00	0.00	0.00	0.00	2,779.86
155-16 2016 pp Taxes	7,048.26	0.00	0.00	0.00	0.00	7,048.26
155-17 2017 pp Taxes	-0.05	0.00	0.00	0.00	0.00	-0.05
160-09 2009 Liens	5,411.87	0.00	0.00	0.00	0.00	5,411.87
160-10 2010 Liens	5,611.57	0.00	0.00	0.00	0.00	5,611.57
160-11 2011 Liens	5,611.57	0.00	0.00	0.00	0.00	5,611.57
160-13 2013 Liens	5,891.58	0.00	0.00	0.00	0.00	5,891.58
160-14 2014 Liens	6,237.94	0.00	0.00	0.00	0.00	6,237.94
160-15 2015 Liens	26,231.67	0.00	6,986.10	-6,986.10	0.00	19,245.57
160-16 2016 Liens	0.00	65,775.81	0.00	65,775.81	0.00	65,775.81
165-00 Write off	22.64	0.00	0.00	0.00	0.00	22.64
199-02 Due to/from Ladd Rec	2,768.11	15,591.64	26,248.50	-10,656.86	-1,639.50	-9,528.25
199-03 Due to/from Special Revenues	-12,769.64	5,221.51	14,685.00	-9,463.49	0.00	-22,233.13
199-04 Due to/from Capital Projects	-357,781.23	0.00	0.00	0.00	0.00	-357,781.23
199-05 Due to/from Trust Funds	348.81	0.00	0.00	0.00	0.00	348.81
Liabilities	113,560.38	7,878.14	25,788.87	17,910.73	-9,082.00	122,389.11
309-00 Community Directory	0.00	0.00	5.00	5.00	0.00	5.00
310-01 BMV	3,827.88	7,326.13	21,855.75	14,529.62	-9,200.00	9,157.50
310-03 State Vital Fees	53.60	0.00	12.40	12.40	0.00	66.00
310-15 IFW	6,467.81	0.00	3,033.70	3,033.70	118.00	9,619.51
310-30 Dog License State	72.00	0.00	0.00	0.00	0.00	72.00
310-35 State Plumbing Fee 25%	566.25	0.00	57.50	57.50	0.00	623.75
310-36 DEP Plumbing Fee \$15.00	-50.00	0.00	0.00	0.00	0.00	-50.00
320-05 LPI Plumbing Fee 75%	-221.25	0.00	272.50	272.50	0.00	51.25
330-50 MMEHT with holding	-64.91	552.01	552.02	0.01	0.00	-64.90

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal Net	----- Y T D -----			Pending Activity	Balance Net
		Debits	Credits	Net		
1 - General Fund CONT'D						
400-00 Deferred Tax Revenues	102,909.00	0.00	0.00	0.00	0.00	102,909.00
Fund Balance	755,589.78	3,757,585.59	3,542,869.63	-214,715.96	0.00	540,873.82
500-00 Expense control	0.00	273,300.59	3,487,768.90	3,214,468.31	0.00	3,214,468.31
510-00 Revenue control	0.00	525,778.00	55,100.73	-470,677.27	0.00	-470,677.27
520-00 Undesignated fund balance	755,589.78	2,958,507.00	0.00	-2,958,507.00	0.00	-2,202,917.22
2 - Ladd Rec Operations	0.00	41,840.14	41,840.14	0.00	1,639.50	1,639.50
Assets	-2,768.11	26,248.50	15,591.64	10,656.86	1,639.50	9,528.25
199-01 Due to/from	-2,768.11	26,248.50	15,591.64	10,656.86	1,639.50	9,528.25
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	-2,768.11	15,591.64	26,248.50	10,656.86	0.00	7,888.75
500-00 Expense Control	0.00	15,591.64	682.00	-14,909.64	0.00	-14,909.64
510-00 Revenue Control	0.00	0.00	25,566.50	25,566.50	0.00	25,566.50
520-00 Fund Balance	-2,768.11	0.00	0.00	0.00	0.00	-2,768.11
3 - Special Revenues	0.00	19,906.51	19,906.51	0.00	0.00	0.00
Assets	15,194.47	14,685.00	5,221.51	9,463.49	0.00	24,657.96
120-01 No. Wayne School House KSB	2,424.83	0.00	0.00	0.00	0.00	2,424.83
199-01 Due to/from	12,769.64	14,685.00	5,221.51	9,463.49	0.00	22,233.13
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	15,194.47	5,221.51	14,685.00	9,463.49	0.00	24,657.96
500-00 Expense Control	0.00	5,221.51	3,500.00	-1,721.51	0.00	-1,721.51
510-00 Revenue Control	0.00	0.00	11,185.00	11,185.00	0.00	11,185.00
520-00 Fund Balance	6,346.09	0.00	0.00	0.00	0.00	6,346.09
525-00 Animal Control	1,162.00	0.00	0.00	0.00	0.00	1,162.00
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
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	2,329.33	0.00	0.00	0.00	0.00	2,329.33
541-00 Water Quality	1,671.00	0.00	0.00	0.00	0.00	1,671.00
4 - Capital Reserves	0.00	0.00	0.00	0.00	0.00	0.00
Assets	430,710.02	0.00	0.00	0.00	0.00	430,710.02
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	17,928.79	0.00	0.00	0.00	0.00	17,928.79

General Ledger Summary Report

Fund(s): ALL
ALL

Account	Beg Bal	----- Y T D -----		Net	Pending Activity	Balance Net
	Net	Debits	Credits			
4 - Capital Reserves CONT'D						
199-01 Due to/from	412,756.23	0.00	0.00	0.00	0.00	412,756.23
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	430,710.02	0.00	0.00	0.00	0.00	430,710.02
521-00 Transfer Station	43,572.00	0.00	0.00	0.00	0.00	43,572.00
523-00 Roads	85,589.52	0.00	0.00	0.00	0.00	85,589.52
524-00 Fire Truck	72,928.79	0.00	0.00	0.00	0.00	72,928.79
525-00 Sand Salt Shed	2,918.64	0.00	0.00	0.00	0.00	2,918.64
526-00 Footbridge	3,617.44	0.00	0.00	0.00	0.00	3,617.44
527-00 Paving	100,000.00	0.00	0.00	0.00	0.00	100,000.00
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
542-00 Emergency Management	5,200.00	0.00	0.00	0.00	0.00	5,200.00
543-00 Fire Pond/Dry Hydrant	1,633.00	0.00	0.00	0.00	0.00	1,633.00
545-00 Fmr. Pettengill Property Legal	-1,096.85	0.00	0.00	0.00	0.00	-1,096.85
5 - Trust Funds	0.00	0.00	0.00	0.00	0.00	0.00
Assets	80,052.09	0.00	0.00	0.00	0.00	80,052.09
101-00 Jaworski Andro 45107709	1,141.74	0.00	0.00	0.00	0.00	1,141.74
103-00 Ruth Lee Andro 45107645	8,486.39	0.00	0.00	0.00	0.00	8,486.39
104-00 Ladd Worthy Poor Andro 4510761	23,669.40	0.00	0.00	0.00	0.00	23,669.40
105-00 Ladd WAFUCU 25542-ID 00	25.04	0.00	0.00	0.00	0.00	25.04
106-00 Ladd WAFUCU 25542-ID 10 CD	14,862.67	0.00	0.00	0.00	0.00	14,862.67
107-00 Ladd WAFUCU 25542-ID 64 Savings	32,215.66	0.00	0.00	0.00	0.00	32,215.66
199-01 Due to/from	-348.81	0.00	0.00	0.00	0.00	-348.81
Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance	80,052.09	0.00	0.00	0.00	0.00	80,052.09
521-00 Jaworski Fund Balance	1,141.74	0.00	0.00	0.00	0.00	1,141.74
522-00 Ladd Recreation Capital FB	48,478.37	0.00	0.00	0.00	0.00	48,478.37
523-00 Ruth Lee FB	8,486.39	0.00	0.00	0.00	0.00	8,486.39
524-00 Ladd Worthy Poor FB	21,945.59	0.00	0.00	0.00	0.00	21,945.59
Final Totals	0.00	4,078,727.94	4,078,727.94	0.00	15,010.08	15,010.08