

Town of Wayne Selectboard

Members: Don Welsh, Trent Emery, Amy Black, Stan Davis, and Lloyd Irland

Meeting Agenda

Date: Tuesday, July 7, 2020

Time: 6:30 PM.

Place: "Remote Participation Only"

Join Zoom Meeting

<https://us02web.zoom.us/j/81632708141?pwd=Y0hya0Z2dVBsRINMVE8zTW04ZWV6UT09>

Meeting ID: 816 3270 8141

Password: 117475

Selectboard Members Present / Quorum.

Call Meeting to Order.

We encourage everyone in attendance to read the Selectboard Bylaws.

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

All participants must be recognized by the Chairperson before speaking.

Pledge of Allegiance.

Conflict of Interest.

Minutes.

- a. **Consider approving the Selectboard meeting minutes for June 16, 2020.**

Manager Recommendation: Move the Board to approve the Selectboard meeting minutes for June 16, 2020.

Warrants.

- a. **Consider approving Payroll Warrant #62.**

Manager Recommendation: Move the Board to approve Payroll Warrant #62 in the amount of \$6,386.97.

- b. **Consider approving Accounts Payable Warrant #63.**

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #63 in the amount of \$240,110.75.

- c. **Consider approving Accounts Payable Warrant #64.**

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #64 in the amount of \$____.____.

- d. **Consider approving Payroll Warrant #1.**

Manager Recommendation: Move the Board to approve Payroll Warrant #1 in the amount of \$10,764.65.

- e. **Consider approving Accounts Payable Warrant #2.**

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #2 in the amount of \$____.____.

Consent Agenda.

New Business.

- a. **AYC Mooring Working Group.**

Manager Recommendation: Take Action Deemed Necessary.

- b. **Proposed Building Permit Fees.**

Manager Recommendation: Move the Board to approve Proposed Building Permit Fee Schedule.

- c. **Review Draft Audited Financial Statements for FYE June 30, 2019.**

Manager Recommendation: Authorize Town Manager and Selectboard Chairperson to sign approving the Audited Financial Statements for FYE June 30, 2019.

- d. **Consider Cindy Williams request for easement/ or offer to purchase town owned land on Wilson Pond.**

Manager Recommendation: Take Action Deemed Necessary.

Old Business.

- a. **Paving Update.**
- b. **HHW Collection.**

Selectboard Goals.

Supplements and Abatements.

Town Manager Report.

Town News.

Board Member

Public Comments.

Adjourn.

The next regularly scheduled for **Tuesday July 21, 2020**, by Remote Participation Only.

Town of Wayne Permit Fee Schedule

Code Enforcement Fees:

- CEO Review Fee: \$10 Applies to all code enforcement fees
- Building Permit: Residential \$0.10/square foot
 Accessory \$0.05/square foot
 Commercial \$0.20/square foot
- Demolition: No Fee, but a Security Deposit of \$300 is required, which will be returned upon passing inspection by CEO. Area of demolition must be returned to grade and property must be in compliance with Property Maintenance Ordinance.
- Sign Permit: Required, but no additional fee
- Yard Sale Permit: \$1 See Yard Sale Ordinance for more information.
- Shoreland Zoning: \$25 Full fee goes to Town Water Quality Fund

Planning/Zoning Board Fees:

\$50 Includes: Conditional Use Permit, Subdivision Review, Site Plan Review, Variance Appeals to Zoning Board
 The Planning Board reserves the right to require specialist review by a third party consultant at the cost of the Applicant.

Road Commissioner Fees:

Road Entrance/Culvert \$10 *Will Town provide/install culverts for a fee?*

Subsurface Wastewater Program (State sets Fees below) (Fees to be paid to the municipality/LPI)

Table E: Permits for Internal Plumbing

Minimum Fee, includes up to four fixtures	\$40
Individual fixtures, each, above four total	\$10
Hook up to Public Sewer	\$10
Hook up to existing subsurface system	\$10
Piping relocation with no new fixtures	\$10
Permit transfer	\$10

Table 3A Municipal and LURC territories

Permit for complete disposal system and variances

Engineered system	\$200	\$15
Non-engineered system	\$250	\$15
Primitive system (Includes one alternative toilet)	\$100	\$15
Separate gray waste disposal field	\$35	
Seasonal conversion permit	\$50	
First-time system variance	\$20	

DEP surcharge

Permits for separate parts of disposal system

Alternative toilet (only)	\$50
Disposal field only (engineered system)	\$150
Disposal field only (non-engineered)	\$150
Treatment tank only (non-engineered)	\$150
Treatment tank only (engineered system)	\$80
Holding Tank	\$100
Other components (complete pump station, piping, other)	\$30

**To: Selectboard
Town Manager**
From: Amy Black, Selectperson
Re: Financial Audit June 30, 2019 Summary
Date: 7/6/2020

Financial Audit June 30, 2019 Summary

The opinion of the auditors, RHR Smith & Company, is that the financial statements represent fairly the financial position of the town at the close of the fiscal year, June 30, 2019. (Page 2)

With respect to the Government-Wide Financial Analysis, the town's net position increased \$59,346. (Page 6)

With respect to Revenues and Expenses, revenues increase by 4.66% primarily due to an increase in tax revenue. Expenses increased by 2.65% primarily due to increases in highways and roads as well as unclassified. (Page 7)

Budgetary Highlights – There were no significant difference between the original and final budget for the general fund. (Page 9)

The Net Book Value of capital assets recorded by the town increased by \$75,157. This increase was a result of capital additions of \$264,348 less current year depreciation expense of \$189,193. (Page 10)

Outstanding Debt at June 30, 2019 was \$707,000 due to bonds for road work; the previous year debt was \$697,000. (Page 10)

Of note (Page 10) "The Town has steadily maintained a sufficient unassigned fund balance to sustain government operations for a period of approximately one month, while also maintaining significant reserve accounts for future capital and program needs."

There were two GASB accounting standards implemented, one having to do with certain asset retirement obligation and the other having to do with certain disclosures related to debt. There was no impact in the financial statements based on the cumulative effect of these accounting changes. (Pages 18-19)

Town policy permits employees to accumulate earned but unused vacation and sick leave. As of June 30, 2019, this liability is \$18,272. At June 30, 2018 it was \$16,664. (Page 31)

The SAS letter to the Selectboard states that there were no significant audit findings, and no questioned accounting estimates. There were no difficulties in performing the audit, no corrected or uncorrected misstatements and no disagreements with Management.

The auditors also provided a Management Letter to the Selectboard that provided several suggestions to strengthen the Town's internal controls as well as some suggestions to improve operating efficiencies. Much of this focused on timely reconciliations having to do with cash accounts, and reconciling real estate and personal property taxes, as well as certain liability accounts with the general ledger. Other areas had to do with rolling forward all journal entries posted in the archive year as well as submission of quarterly 941s in a timely manner.

Wayne Town Manager

From: Cindy Williams <cindyinfl@cfl.rr.com>
Sent: Friday, June 26, 2020 1:46 PM
To: townmanager@waynemaine.org
Subject: 230 House Road

Aaron,

Thank you for taking the time to talk with me today regarding 230 House rd. Per your request I am sending this email with my requests.

I would be interested in purchasing the abutting lot behind 230 House road or an appurtenant easement right of way of 10 feet wide for common utilization, example: put up a dock, use for kayak, canoe, paddle board or dock storage, concurrently with any ingress or egress access to the waterfront as I have a pedestrian right of way to the waterfront along the Northerly 257 foot line.

If we were to come to an agreement of the price of purchase, I would consider leaving a buffer area on the Northerly abutting side of the parcel of purchase to retain the aesthetic beauty of the conservation parcel if we were to come to an agreement of price.

Thank you,
Cindy Williams
407-461-7699

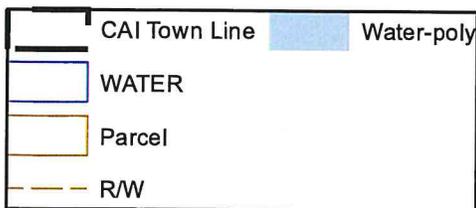
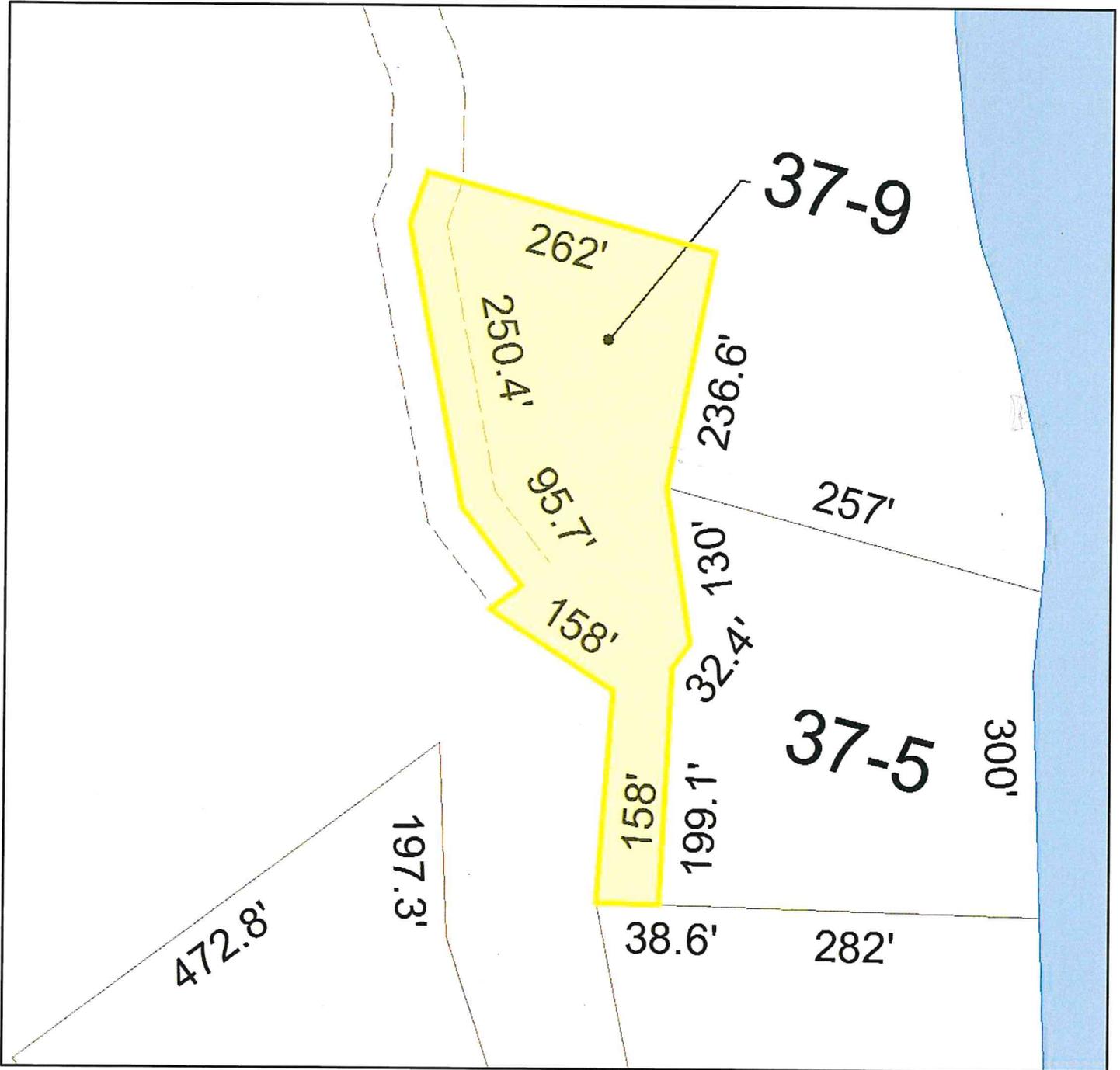


Wayne, ME

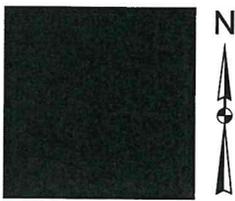
1 inch = 134 Feet



June 26, 2020



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

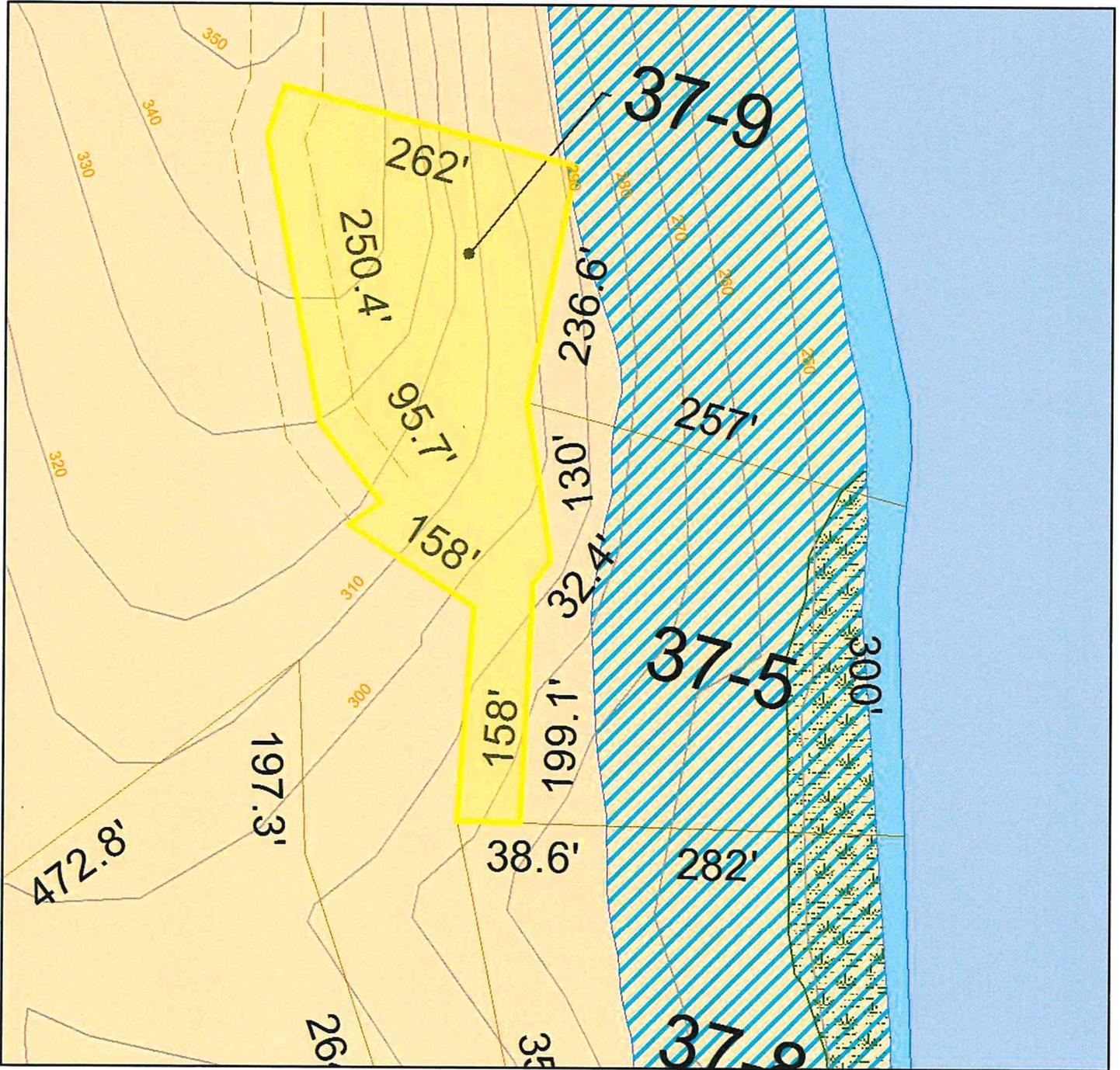


Wayne, ME

1 inch = 134 Feet



June 26, 2020



	CAI Town Line		Water-poly		250' Shoreland Zone
	WATER		Contours		R-2 Low Density Residential
	Parcel		100 Year		
	RW		Freshwater Forested/Shrub Wetland		

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ZONING ORDINANCE TOWN OF WAYNE, MAINE

impairment of water quality or of fish and aquatic life.

5. Commercial uses, which uses include rental of docking facilities, rental of launching facilities, or rental of shoreland access except to an owner's residential lessee, except such uses are provided for by Conditional use.

6. Any commercial or home occupation use as follows:

- a. Auto washing facilities
- b. Vehicle service and/or repair facilities
- c. Chemical and bacteriological laboratories
- d. Storage of chemicals, including pesticides or fertilizers other than amounts normally associated with individual households or farms
- e. Commercial painting, wood preserving, and furniture stripping
- f. Dry cleaning establishments
- g. Electronic circuit assembly
- h. Laundromats
- i. Metal plating, finishing, or polishing
- j. Photographic processing
- k. Printing
- l. Beauty parlors
- m. Any use which involves a hazardous activity as defined by Title 38 M.R.S.A., Section 482 (2-C).

F. Uses Permitted with Additional Regulation

1. Piers, docks, floats, and similar installations are permitted provided that:

- a. Each must be capable of easy disconnection and seasonal removal.
- b. Each shall be no larger in dimension than that consistent with the servicing of watercraft in number and size customarily associated with single family residential use or swimming float facilities customarily associated with such use. Said piers and docks shall not extend further than 40 feet from the shoreline and shall not consist of more than two (2) slips. Unattached swimming floats shall be no more than 100 feet from the shoreline.
- c. They shall be located so as not to interfere with navigation, navigational aids, beach areas, or other permitted uses.
- d. They shall not interfere with fish habitats.
- e. Their installation is not across wetlands, marshes, bogs, or swamps.
- f. There shall be no more than one pier or dock per 250 feet of shore frontage or fraction thereof on existing lots less than 250 feet, and no more than one unattached float per lot.

2. Timber Harvesting and Related Activities:

The Maine Forest Service, Bureau of Forestry rules, Chapter 21, Statewide Standards for Timber Harvesting and Related Activities in Shoreland Areas, and any amendments thereto by the State from time to time, are hereby adopted to govern timber harvesting and related activities in the Shoreland zone in the Town of Wayne, and are incorporated herein by reference. Copies of the Statewide Standards are available at the town office and on the Maine Forest Service website. However, within the Shoreland Area also zoned for Resource Protection, there shall be no cutting of vegetation within the Buffer Strip, defined in F. 3 below, except to remove safety hazards. The Town of Wayne is responsible for monitoring and enforcement of this no cut provision in the Shoreland Area also zoned for Resource Protection. The Maine Forest Service is responsible for the monitoring and enforcement of the Chapter 21 Statewide Standards for Timber Harvesting and Related Activities in Shoreland Areas.

BK 7360PG007

**NO TRANSFER
TAX PAID**

**WARRANTY DEED
012031**

WILLIAM R. KELLEY, of Wayne, for consideration paid, grants to **WILLIAM R.**

KELLEY, Trustee of the **WILLIAM R. KELLEY REVOCABLE TRUST** of Wayne, with

WARRANTY COVENANTS, a certain lot or parcel of land in Wayne, Kennebec County,

Maine described as follows:

Being situated on the easterly side of a private road leading southerly from the House Road, the boundaries of which are more particularly located and described as follows:

Beginning in the northerly line of the parcel of land described in the conveyance to William R. Kelley, deed recorded Book 3981, Page 065 at a 5/8 inch diameter reinforcing bar set, at the southwesterly corner of the parcel of land described in the conveyance to William R. Kelley, deed recorded Book 5789, Page 82 Kennebec County Registry of Deeds;
Thence on a bearing oriented to Magnetic North, North 05°20'35" West 95.76 feet to a 5/8 inch diameter reinforcing bar set in stone;
Thence North 02°34'31" East 250.45 feet a 5/8 inch diameter reinforcing bar set;
Thence North 20°26'02" East 28.00 feet to a 5/8 inch diameter reinforcing bar set;
Thence South 62°36'26" East 262.00 feet to a 5/8 inch diameter reinforcing bar set;
Thence South 19°46'27" West 236.57 feet to a 5/8 inch diameter reinforcing bar set;
(The above five course are all along land of Robert B. Pettengill and Ruby F. Pettengill, deed recorded Book 1271, Page 123, Kennebec County Registry of Deeds.)
Thence South 50°01'42" East 130.59 feet through land of grantor to a 5/8 inch diameter reinforcing bar set;
Thence South 59°55'39" West 32.45 feet through land of grantor to a 5/8 inch diameter reinforcing bar set;
Thence South 12°13'02" West 199.10 feet through land of grantor to the southerly line of the parcel of land described in the conveyance to William R. Kelley, deed recorded Book 3188, Page 297, Kennebec County Registry of Deeds;
Thence North 63°52'30" West 38.67 feet along the southerly line of the said parcel of land described in Book 3188, Page 297 to a one inch diameter iron pipe;
Thence North 13°23'10" East 158.63 feet to a 5/8 inch diameter reinforcing bar set;
Thence North 27°28'09" West 150.00 feet along land of Robert B. Pettengill and Ruby F. Pettengill to the northwesterly corner of the parcel of land described in the conveyance to William R. Kelley, deed recorded Book 3981, Page 085, Kennebec County Registry of Deeds;
Thence North 86°39'30" East 16.17 feet in the line of a stonewall and the northerly line of the parcel of land described in said Book 3981, Page 065 to the point of beginning. Containing 2.00 acres.

Reinforcing bars described as set are identified with orange plastic caps inscribed with the name and license number of the surveyor and labeled PROPERTY SURVEY MARKER. The phrase "grantor herein" refers to William R. Kelley.

H.L.C. ©

BK 7360PG008

Together with an appurtenant easement for ingress and egress and all utilities as exist or may exist in the strip or parcel of land situated between the westerly sides of the above described parcel of land and the existing gravel road or as said road may be relocated.

Also an appurtenant easement, in common with others and the grantors and their assigns, for ingress and egress and all utilities as exist from the terminus of the public road to the above described parcel of land along the existing gravel road and utility corridors or as said road or utility corridors may be relocated through land of Robert H. Pettengill and Ruby F. Pettengill, deed recorded Book 1271, Page 123, Kennebec County Registry of Deeds.

Also an appurtenant easement for pedestrian access to Wilson Pond in a strip or parcel of land along the northerly line of the parcel of land described in the conveyance to William R. Kelley, more particularly bounded and described as follows:

Beginning at a 5/8 inch diameter reinforcing bar set, at the northwesterly corner of the above described parcel;
Thence South 50°01'42" East 257.95 feet along the line of land of Robert H. Pettengill and Ruby F. Pettengill, established by the conveyance to grantor herein, deed recorded Book 5789, Page 82, Kennebec County Registry of Deeds, to an existing 3/4 inch diameter iron pipe in the northerly line of the parcel of land described in the conveyance to grantor herein by deed recorded Book 3981, Page 085, Kennebec County Registry of Deeds;
Thence South 62°52'25" East 7 feet to the shore of Wilson Pond;
Thence southerly along the shore of Wilson Pond 30 feet to the intersection with the prolongation of a line parallel with and 30 feet distance from the northerly line of the parcel of land described in the conveyance to William R. Kelley;
Thence North 62°52'25" West 17 feet;
Thence North 50°01'42" West 231.90 feet;
Thence South 81°42'51" West 19.23 feet to the westerly line of the parcel of land described in the conveyance to William R. Kelley;
Thence North 19°25'45" East 47.36 feet in the westerly line of the parcel of land described in the conveyance to William R. Kelley to the point of beginning.

Said described parcel of land is subject to the following described easements:

An appurtenant easement for ingress and egress and all utilities as exist or may exist in the strip or parcel of land situated between the westerly side of the above described parcel of land and the existing gravel road or as said road may be relocated. Said easement parcel is more particularly bounded and described as follows:

Beginning at an existing one inch diameter iron pipe at the southwesterly corner of the parcel of land described in the deed recorded Book 3188, Page 297;
Thence North 13°23'10" East 158.64 feet to a 5/8 inch diameter reinforcing bar set;
Thence South 27°28'09" East 53.72 feet to the westerly line of said parcel of land described in the conveyance to William R. Kelley;

BK 7360PG009

Thence South 12°13'02" West 126.56 feet along the westerly line of the parcel of land described in the conveyance to William R. Kelley to the southerly line of the parcel of land described in the conveyance to William R. Kelley, deed recorded Book 3188, Page 297, Kennebec County Registry of Deeds; Thence North 63°52'30" West 38.67 feet along the southerly line of the said parcel of land described in Book 3188, Page 297, to the point of beginning.

An easement reserved by Robert H. Pettengill and Ruby F. Pettengill to install electric and telephone utilities in the westerly portion of the parcel of land described in the conveyance to William R. Kelley, deed recorded Book 3188, Page 297, Kennebec County Registry of Deeds.

Said described parcel of land is a portion of the parcels of land described in the conveyances from Robert B. Pettengill and Ruby F. Pettengill, deeds recorded Book 3188, Page 297, Book 3981, Page 085 and Book 5789, Page 82, Kennebec County Registry of Deeds.

The above description is based upon a Standard Boundary Survey of Property of by Paul H. Ruopp, Jr., PLS, Monmouth, Maine, further reference being made to survey and plan of Standard Boundary Survey of Division of Property of William R. Kelley, Wayne, Maine as part of this description.

IN WITNESS WHEREOF WILLIAM R. KELLEY has executed this instrument this

15th day of April, 2003.

William R. Kelley

William R. Kelley

WILLIAM R. KELLEY

STATE OF MAINE
COUNTY OF KENNEBEC

4/15/03

Personally appeared the above named WILLIAM R. KELLEY and acknowledged the foregoing instrument to be his free act and deed in said capacity.

Before me,

R. Howard Lake
Notary Public

(Type or Print Name Below Line)

HLC
s/2620
T:\Kelley, William R.\Warr Deed Garage.wpd

R. HOWARD LAKE
Notary Public, Maine
My Commission Expires November 8, 2008



RECEIVED KENNEBEC SS.
2003 APR 18 AM 9:00

ATTEST: *Bonnie R. ...*
REGISTER OF DEEDS

PROMISSORY NOTE

Wayne, Maine
July 6, 2020

FOR VALUE RECEIVED, and in consideration of the replacement of a septic tank serving property located at 516 Main Street, Wayne, Maine the undersigned promises to pay to the order of the Town of Wayne, the principal sum of One Thousand Dollars (\$1,000) upon completion of the installation of the new tank by the Town of Wayne.

The undersigned agrees to pay all costs of collection of any amount due hereunder, including reasonable attorneys' fees, and waives presentment, demand, notice and protest.

WITNESS:





Michael J. Favreau

MICHAEL J. FAVREAU
PO BOX 1802
LEWISTON, ME 04241

6253

52-8792/2112

07/06/20
Date

Pay to the Order of Town of Wayne \$ 1700.00
One Thousand Seven Hundred Dollars

Photo Safe Deposit™
Details on back

Central Maine Federal Credit Union
Lewiston, ME 04241

For Postoffice Mail Service

⑆ 211287926⑆ 50001497901⑆ 6253

REGIONAL HHW COLLECTION - JULY 25

8:00 am - 12:00 pm

Readfield Transfer Station

14 Recycle Rd, Readfield, ME

Household Hazardous Waste
collection for the residents of
Readfield, Wayne & Fayette

For more info please contact your local town
office or Gabe Gauvin, Environmental
Planner. 207-453-4258 ext.220
ggauvin@kvcog.org

Free Event

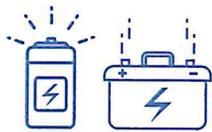
Hosted by your Town and the Kennebec Valley Council of Governments

July 25th, 2020 at the Readfield Transfer Station

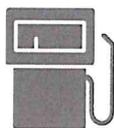
14 Recycle Rd, Readfield 8am - Noon

Household Hazardous Waste collection for Readfield, Wayne & Fayette

Do Bring:



All Battery Types



Unwanted mixed and unmixed fuels. (Gasoline, Diesel, Kerosene, etc.)



Unused Liquid Paint (Paint does not need to be mixed with sand or sawdust)



Household cleaners, chemicals and pesticides.



Unused or unwanted pharmaceuticals

Please Do Not Bring:

- Explosives & Ammunition
- Recyclable Items (Cardboard, all Plastics #1-7, Glass, Metal, Aluminum)
- Solid Waste/Trash
- Textiles (Clothing, Shoes, Bags, Bedding, etc.)

To register for this event, or if you have any questions please contact your local Town Office, or Gabe Gauvin, Environmental Planner. 207-453-4258 ext. 220
ggauvin@kvcog.org

