

**Town of North Yarmouth
Select Board Meeting Agenda
Tuesday, March 21, 2023
Regular Business Meeting
7:00 PM**

Wescustogo Hall & North Yarmouth Community Center

Select Board Members

Brian Sites, Chairperson
Andrea Berry, Board Member

Paul Hodgetts, Board Member
Kate Perrin, Board Member

Amy Haile, Board Member

I. Call to Order

- A. Pledge of Allegiance
- B. History Minute

II. Appointments

- A. Resignation-Waste Reduction Committee-Scott Kaplan

III. Special Presentations

- A. Baston Park Dredging Project
- B. Chandler Brook Management Plan

IV. Announcements

V. Consent Agenda

- A. Payroll Accounts Payable Warrants
- B. Municipal Accounts Payable Warrants
- C. Select Board Minutes March 7, 2023

VI. Public Comment - Non-Agenda Items

VII. Management Reports & Communications

- A. Select Board Committee Reports:
 - 1. EDSC-Selectperson Perrin
 - 2. Parks-Selectperson Berry
 - 3. Planning Board-Selectperson Hodgetts
 - 4. Waste Reduction Committee-Selectperson Berry
 - 5. Living Well in NY-Selectperson Haile
 - 6. Zoning Board of Appeals-Selectperson Hodgetts
 - 7. Recreation Advisory Board-Selectperson Haile
 - 8. Joint Standing Committee-Selectpersons Berry & Sites
 - 9. Walnut Hill Parkway-Selectperson Sites & Hodgetts
 - 10. School Fund Committee
- B. Town Manager's Report
- C. Financial Reports as of 2/28/2023

VIII. Old Business

- A. Boards and Committees Code of Conduct Policy

IX. New Business

- A. Tax Collector Settlement of 2021 & 2022 Taxes
- B. Chandler Brook Management Plan Approval

X. Any Other Business

XI. Adjournment

REMINDERS TO THE ATTENDING PUBLIC: Please mute all digital devices; Select Board meetings are open to the public, but the public may not speak unless recognized by the Chairperson first. **Workshops:** The public is welcome to attend workshops and listen to the discussion that takes place. The purpose of holding a workshop is to provide the Select Board with the opportunity to focus on specific town matters to later present at a regular business meeting. Therefore, public participation is limited to only regular business meetings of the Select Board.

Town of North Yarmouth Select Board Business

Summary of Recommended Motions & Other Action Items

March 21, 2023

II. Appointments

- A. Resignation-Waste Reduction Committee - Scott Kaplan

Suggested Motion

To approve the resignation of Scott Kaplin from the Waste Reduction Committee.

Motion _____, Second _____ Vote _____

V. Consent Agenda

- A. Municipal Accounts Payable Warrants

#77 \$ 9,173.66

#78 \$10,883.95

\$

- B. Municipal Payroll Warrants

\$

\$

- C. Select Board Minutes-March 7, 2023

Suggested Motion

To approve the consent agenda as presented.

Motion _____, Second _____ Vote _____

IX. Old Business

- A. Boards and Committees Code of Conduct Policy

Suggested Motion

Approve the Boards and Committees Code of Conduct Policy as presented.

Motion _____, Second _____ Vote _____

Town of North Yarmouth Select Board Business

Summary of Recommended Motions & Other Action Items

IX. New Business

A. Tax Collector Settlement of 2021 & 2022 Taxes:

The tax collector is entitled from his/her liability under Maine State Statute when the tax collector has settled in full all taxes assessed and committed for each given year.

This is the final step taken in the duties of the tax collector and is the foundation of his/her discharge from further liability for collection of taxes for those years.

The uncollected real estate taxes have gone through a lien process and is the responsibility of the treasurer to collect any remaining unpaid taxes. The uncollected personal property taxes have gone through the UCC Lien process.

Suggested Motion

Approve and sign the certificate of settlement for Diane Barnes, Tax Collector for the tax years 2021 & 2022.

Motion _____, Second _____ Vote _____

B. Chandler Brook Management Plan

Suggested Motion

Approve the Chandler Brook Management Plan as presented.

Motion _____, Second _____ Vote _____

MEMORANDUM OF UNDERSTANDING

between

THE STATE OF MAINE, acting by and through its
DEPARTMENT OF CONSERVATION, BUREAU OF PARKS AND LANDS (BPL)

With a mailing address of 22 State House Station, Augusta, Maine 04333

and

THE ROYAL RIVER CONSERVATION TRUST (RRCT)

With a mailing address of P.O. Box 90, Yarmouth, Maine 04096

regarding

THE MONITORING OF

CONSERVATION EASEMENT ON CHANDLER BROOK PARCEL, TOWN OF NORTH YARMOUTH,
CUMBERLAND COUNTY, MAINE

Whereas BPL is holder of the Conservation Easement on the Chandler Brook Parcel, Town of North Yarmouth, Cumberland County, Maine, RRCT is third-party holder to said easement, and RRCT has been recently consistently monitoring said Easement; and whereas the parcel is close to RRCT offices, close to other RRCT conservation interests and focus areas, and is not geographically connected to any BPL properties or interests;

Whereas both BPL and RRCT at the time of this MOU have in their control identical baseline files for the property;

Whereas both BPL and RRCT are interested in working collaboratively to maximize the protection of said easement; and

Whereas RRCT recognizes that BPL has assumed monitoring responsibilities for another unrelated easement that RRCT had previously monitored, but which is directly linked to other BPL properties at the Bradbury Mountain State Park.

This Memorandum of Agreement is established with the following commitments of both parties:

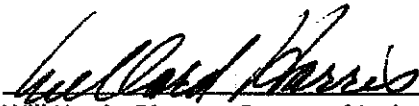
- 1) RRCT agrees to monitor annually the Chandler Brook Easement Parcel at no cost to BPL, and to provide the BPL with a copy of their annual monitoring report.
- 2) RRCT agrees to maintain the Maine State Planning Office Conservation Easement Registry for this property, with notes explaining the BPL-RRCT relationship, and the date of most recent monitoring, by March 30th of every year. RRCT will also send to BPL a written copy for any new monitoring entries into the SPO registry, not later than the date at which the monitoring date is entered into the SPO registry, and never later than March 30th for the previous calendar years' monitoring.
- 3) RRCT will immediately inform BPL of any unusual issues and any seeming non-compliance by the fee holder (The Town of North Yarmouth), and will inform BPL of any and all RRCT policies or plans existing as of that date to address any seeming non-compliance, and will seek close coordination with BPL for resolution mutually acceptable to both parties.
- 4) RRCT will immediately inform BPL of any appearance of conflict in RRCT's role, such as any new formal relationship with the Town of North Yarmouth, or any overlap in North

Yarmouth government and RRCT board of directors, and will inform BPL of any policies or plans existing as of that date to address any appearance of conflict.

5) BPL reserves all rights to monitor the Chandler Brook Conservation Easement or enforce said easement with no notice, but pledges continued coordinated collaboration with RRCT in such event to the extent reasonable or feasible. RRCT pledges to inform BPL of its then-current capacity to monitor responsibly, at any point upon BPL's request, such as information on the qualifications of RRCT stewardship staff or training protocols for RRCT volunteers, and a general description of RRCT's financial capacity to continue operations for the coming 12 month period.

6) RRCT commits to providing one year's notice to BPL of any intent on RRCT's part to relax its commitment for annual monitoring; meaning that RRCT upon intent to relax its monitoring commitments shall submit to BPL a current monitoring report, clearly identifying any and all open issues.

Signed and agreed to:



Will Harris, Director, Bureau of Parks and Lands
Maine Department of Conservation

Date: ~~April 2012~~

March 29, 2012



Alan Stearns, Executive Director
Royal River Conservation Trust

Date: March 28, 2012

ORIGINAL #1 of 2

North Yarmouth Chandler Brook Management Plan

February 15,2023

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Description of Document

This document includes a general description of the Preserve followed by a description of the various areas and functions that should be managed including the South Field, the North Field, various trails and wooded areas, minor structures and the care and protection of field nesting birds.

Location of Chandler Brook Preserve

Chandler Brook Preserve (CBP) is located east of North Road about .6 miles north of Rte. 9 and about 1.3 miles south of Rte. 231. The 63-acre Preserve is bounded on the west by the St. Lawrence and Atlantic rail line and on the east by Chandler Brook. It is accessed from North Road by a gravel driveway leading to an 8-10 vehicle parking lot. The Preserve is shown on North Yarmouth's Tax Map 009 as Lot 066.

Property Characteristics

The Chandler Brook Preserve includes 2.9 miles of trails along the brook and through hemlock woods and fields that are popular with walkers, hikers, runners and equestrians. It is home to abundant birdlife, woodland and wetland animals and many varieties of wildflowers. The Preserve provides excellent birdwatching. It's considered an eBird "hotspot" with 121 species recently identified. Kestrel/ Flicker and bluebird boxes have been placed there by the Committee.

Acquisition of the Preserve and the Town's Obligations

At the Annual Town Meeting in 2004, the residents of the Town of North Yarmouth voted to purchase the 63-acre Preserve from Karl Hawkes with funds from the Town of North Yarmouth, the State of Maine, and Friends of the Royal River (FORR), which later merged with other local conservation groups and became the Royal River Conservation Trust (RRCT). A condition of the State's and the FORR's funding was that the Town grant a Conservation Easement on the "Protected Property" exclusively for conservation purposes to the State of Maine via its Department of Conservation's Bureau of Parks and Public Lands (BPL) and grant to the FORR third party rights of enforcement of the terms of the easement. The easement was recorded on 8/19/2004 in the Cumberland County Registry of

Deeds in Book 21686 at Page 26. On March 29, 2012, the MBPL and RRCT signed a Memorandum of Understanding (MOU) establishing commitments regarding their respective roles in monitoring, reporting and compliance with the Conservation Easement.

The Easement states “The people of the State of Maine purchased the Conservation Easement to forever conserve the Protected Property for the following conservation purposes”:

- the scenic, undeveloped, and open character of the property for public benefit and scenic enjoyment from the brook
- the availability of the land for low impact recreational activities for the general public and to allow low-impact recreational uses by the public
- the water quality of the brook and to protect the riparian area along the brook
- the ecological integrity and diversity of wildlife habitat and wildlife
- the agricultural values for hay, pastureland, commercial agricultural activities including growing agricultural crops and managing the fields by fertilizing, soil amendments, burning, biologic and chemical herbicides, mowing etc.
- wildlife habitat for grassland birds, waterfowl and woodland animals.

The Easement requires the Town of North Yarmouth to manage and protect the conserved protected property.

The Conservation Easement requires the Town and FORR (now RRCT) to develop a Recreational Management Plan to be approved by the BPL that addresses habitat, wildlife, scenic impacts, recreational uses, and agricultural uses and to assure that the management of the property is consistent with the purposes of the Conservation Easement.

The Select Board has designated the CBP as a town property to be managed by the Parks and Recreation Committee which will implement the plan, evaluate results of the implementation and changing conditions and recommend changes to the Town, the BPL and the RRCT.

A Management Plan will be developed by the Parks Committee (PC) based on the Conservation Easement and discussions with BPL, RRCT and the Select Board. The Select Board, BPL and RRCT will agree upon and accept a plan that the PC Committee will implement, manage and evaluate. PC will report recommendations to the BPL, RRCT and the Select Board.

The Conservation Easement allows low-impact recreational uses or activities that do not appreciably alter the wildlife habitat value of the protected property including but not limited to hiking, picnicking, swimming, launching of hand-carried boats, primitive camping in designated areas, cross country skiing, snowshoeing, walking, running, nature observation, horseback riding, and hunting.

Planning Cycles and Plan Revisions

The plan will be reviewed annually. The plans for areas and activities may have planned activity cycles of multiple years.

Minor structures

The Easement allows for minor structures, such as benches and tables, signs, and information display, which may be placed at various places in the Preserve to allow visitors the opportunity to pause and enjoy the scenic beauty of the natural surroundings and to better understand and appreciate them.

All minor structures would be designed as much as possible to blend with the natural surroundings and complement the natural and scenic features of the landscape.

Shoreline and brook bank erosion has been observed. Techniques and strategies to enable dogs to access the water without eroding the shoreline and banks will be evaluated and may include jute mats. **Signage**

The Committee will develop signs to identify areas, management and visitor usage issues and to present natural history information.

Natural History

The Parks Committee intends to develop natural history information to post at the Preserve entrance and at locations within the Preserve where specific things may be seen. Trees, shrubs and grasses etc. may be identified and described in terms of providing habitat and feed for various species. Birds and insects that frequent the preserve may be identified and described in terms of their migratory patterns and the habitat and food sources they require. Animals that frequent the Preserve and fish that live in the Brook may be identified and described in terms of the habitat and the vegetation, insects or other animals they eat.

Preserve Areas include the entrance, parking, kiosk area, South and North fields, woods, brook and banks and trails.

Entrance, signage, driveway, parking and kiosk

Public works will continue to

- Mow around the driveway and parking area

- Grade and plow the driveway and parking area

The Parks Committee will monitor the condition of the signs, repair or replace as necessary within the annual budgeting process.

The Parks Committee will maintain the kiosk and will develop rules and information to post on the kiosk.

South Field

Overview

The South Field is about 2,000 feet long and includes 19 acres of rolling hay fields with beautiful scenic views. The previous owner, Mr. Hawkes, hayed the field which maintained a favorable habitat for ground nesting grassland birds, including Bobolinks. In 2022 the Bobolink nesting population was estimated to be about 100 birds. The fields and the surrounding shrubs and trees create a special habitat for a variety of other wildlife.

Public Use and Access Guidelines

The Conservation Easement allows the Town of North Yarmouth to maintain the South Field for a balance of commercial hay production and grassland nesting bird habitat. To accomplish these goals, from Mid-May to mid-July the fields are maintained and protected for ground nesting and hay growth and are to be left undisturbed by human and domestic animal traffic. In the nesting and haying season, the only access will be on mowed paths around and through the field. The field will be hayed as soon as possible after the ground nesting birds have fledged. The Parks Committee will post signs at the Preserve entrance and around the field explaining the nesting period and the commercial hay crop. The signage will request that use of the field be limited to the recreational mowed paths during the breeding period and until the fields have been hayed. After an initial haying, the Parks Committee may limit access to the field for field maintenance or for growing a second hay crop.

Field and Path Maintenance

The Conservation Easement calls for maintaining the fields for habitat and for commercial hay production which includes ensuring the agronomic value of the fields is monitored and that maintenance and corrective action recommended when necessary. Application of herbicides, if required, is allowed by the Conservation Easement and therefore may be utilized in the management of the fields subject to the approval of the MBPL per Page 7, Para 6 of the CE. The MBPL and the RRCT make appropriate targeted limited use of herbicides using licensed applicators on comparable nearby properties. The Parks Committee will recommend to the Select Board various ways to pay for the expenses of maintaining the field including grants of money or services, bartering haying rights for maintenance materials and services and the municipal budget process.

Maintaining the field involves several actions including: mowing for hay or bushhogging once or twice per year to discourage weeds liming and fertilizing periodically to encourage a better hay crop that will shade out and outcompete weeds treating for weeds and invasives periodically.

The field has been hayed by a farmer at no cost to the Town. Little has been done by the Town to maintain or improve the condition of the soils and the hay crop. Smooth bedstraw is an invasive weed that is present which easily spreads and diminishes the value of the hay crop. The Parks Committee will try to recruit a mower who will lime, fertilize, and address the weeds of a period of years for the right to hay the field.

When a mower has not been found, Public Works has bushhogged the field.

The field has perimeter and a bisecting six-foot-wide recreational path maintained by the Public Works Department for recreational use such as walking, running, birdwatching and horseback riding. The cost of maintaining the paths and other work has been included in the Public Works budget.

South Field Management Plan

Year 2023 Activities

The committee will:

Assess the condition of the fields for ground nesting birds' habitat and commercial hay production.

Determine the cost of liming, fertilizing and weed control.

Contract for mowing with a farmer who can schedule mowing around the ground nesting birds' time frames and help maintain proper soil conditions by liming and fertilizing and addressing weeds and invasive plants that can make hay unusable for fodder.

Work to eliminate invasive plants such as honeysuckle around the field.

Present to the SB a policy which allows P&RC post signs asking visitors and their animals to stay on the trails during the breeding and hay growing season.

Keep permanent records of what and when the above were done to the field, the success in breeding and schedules for the next year.

Budget

The Parks Committee will develop a budget based on the operating options discussed above.

NORTH FIELD

Overview

The North Field is on the northeast side of the Preserve. A broad path leads down a slope to the 7-acre field that is isolated from the rest of the Preserve by steep wooded slopes and is bounded on three sides by the Brook.

About 4 higher acres are grassy with a mix of tree, shrub and grass species including red maple, a few wild apple trees, a sizable number of medium sized white pine, a few very large white pine trees, stands of spiraea and dogwood, low bush vaccinium, open areas of grass and wildflowers including goldenrod, asters and milkweed that provide a mix of habitat for shelter and food. The area's size, terrain, wet areas, and flood plain make it unsuitable for commercial hay production.

The remaining 3 lower acres are surrounded by a bend in the Brook and is more susceptible to flooding, erosion and silt deposition. There are some trees and is mostly covered with an impenetrable thicket of waist high spiraea.

The soil is Podunk fine sandy loam. Podunk soils are fertile, deep, and moderately well drained, formed in recent alluvium on floodplains.

The Conservation Easement requires a 100' vegetative buffer of trees and understory of shrubs etc. from Chandler Brook to protect water quality and provide wildlife habitat which will reduce the grassy area. In 2006, to support this requirement and to enhance the mixed tree and shrubland habitat, the North Yarmouth Conservation Commission (which was eliminated by the North Yarmouth Town Charter enacted in 2013), the Town, BPL and RRCT agreed on a plan to plant several species including Fraser fir, hamamelis, red pine, pin oak, highbush blueberry, and dogwood. Surviving plants are established and flourishing.

As small as it may be, this field has a significant role in providing year-round and seasonal shelter and food and a diverse wildlife habitat for a wide range of wildlife.

The field has been mowed outside of the 100-foot buffer late in the season to allow newborn wildlife to become mobile and to allow seed maturation of plants as a food source for birds and other wildlife. The mowing suppresses the natural progression in Maine for fields to develop shrub, alder and invasive species such as multiflora rose, bittersweet and honeysuckle and trees that eliminate the open and open space boundaries that provide forage, shelter and protection as it becomes a forest. Without intervention, shrubland habitats are generally temporary. The Parks Committee is selectively mowing and cutting to preserve, protect and promote the North Field as a shrubland habitat.

Stewardship

Public Use and Access Guidelines

The Conservation Easement's purposes include protecting the ecological integrity and diversity of the wildlife habitat for birds and animals and controlling access to protect the habitat and the wildlife.

The North Field provides habitat and shelter year-round in an undisturbed setting. It protects migratory and non-migratory wildlife from nesting to being able to move about. It also protects non-migratory wildlife year-round. The

year-round wildlife needs to be protected from human visitors and from their domestic animals. Human visitors will be restricted to the mowed trails in all seasons. Domestic animals, including dogs and horses, will not be allowed in the North Field area. Signs will be posted to this effect.

North Field Management Plan

The management plan outlines a phased approach to the work over short and long planning horizons required to improve, maintain and enhance the Preserve's North Field as a thriving year-round, mixed woods and shrubland wildlife habitat and carry out the directions of the Conservation Easement.

Ongoing Seasonal/Annual Activities

- Public Works will routinely mow a 5-foot-wide walking trail that parallels Chandler Brook. The intent of the 5-foot-wide path is to minimize the creation of a "cow path".
- Photographs taken to record events and status of the habitat area.
- Ongoing observations recorded for habitat progress, concerns, issues, and activities taking place.
- Annual mowing outside the 100 foot is to occur in late fall when birds have fledged, and the wildlife has eaten the nutritious portions of the plants. Mowing shall be done to avoid wet areas and thickets. Thickets will be scheduled for cutting back on an 'as recommended' basis.
- Solicit the public for observations and findings for purposes of both understanding the wildlife, how best to manage the habitat and to record observed wildlife.
- Public Works and the Parks Committee will eliminate invasives. This may occur within the 100-foot zone if the invasives are deemed non-essential for erosion control in the riparian zone with prior written consent of MBPL and RRCT.
- White pine has seeded in the open space. Remove a significant portion of them before they take over the open space.

- White pine that is currently causing stunted and misshapen growth of plants installed in 2006 by the Conservation Commission are to be removed. These may be in the 100-foot buffer zone and findings must show evidence planted trees are suffering due to the proximity of the white pine. Any white pine to be removed must not adversely affect erosion on the riparian zone. (According to a site review there is one pine that is recommended for removal, if there is prior written consent MBPL and RRCT).
- Adaptive management activities will be allowed to address the effects of climate change, fire, flood, or other natural events. Such activities, if required, shall ensure the site's biological resources and conservation values are adhered to.
- A checklist of tasks shall be completed annually and reported to the Select Board, the MBPL and RRCT.

Year 2022 Activities

The Parks Committee did:

Avoid trail-clearing-cutting of intentional plantings from 2006. The plantings will be identified in such a manner as to avoid any accidental damage or removal of them.

- Confer with Public Works to clearly identify where a walking path can be created and maintained. Using the map provided by the Bureau of Public Lands GPS data will detail the exact location of the walking trail. This walking path will follow as closely as possible the North Field loop recorded on the Chandler Brook Preserve map posted on the kiosk.
- Update the Chandler Brook trail map to reflect the location of the North Field walking trail.
- Take photographs of the field for documentation of the shrubland habitat.
- Establish one in and out access point to the Chandler Brook stream. Install a bench at this overlook point.

Year 2023 Activities

The Parks Committee will:

- Consult with a naturalist to inventory herbaceous perennials and shrubs.

Design signage that educates visitors to the habitat area.

- Consult with the three parties (MBPL, RRCT, NYSB) involved in approving the conservation easement.
- Advise the Select Board of the intentions of the management plan.
- Consult with Public Works on the removal of white pine trees. These trees shall be marked by the Committee.
- Identify by GPS the thickets and vernal pools.
- Develop a policy regarding dogs and horses in the habitat area.
- Install SB approved signage indicating the access path to the North Field as an in and out trail only
- Install signage describing the shrubland habitat area, its purpose and how it is being managed

Activities for years 2024, 2025 and 2026

The Parks Committee will:

- Monitor site for those activities which are ongoing seasonal/annual activities listed on page eleven.
- Monitor the shrubland habitat for needs, corrections or remediation.

Evaluation at Year 2027:

The Parks Committee will:

- Complete an evaluation of the management plan for modifications, additions, or deletions.
- Revisit the management plan spreadsheet for changes reflected in the previously mentioned evaluation.
- Provide a brief report to the Select Board on the results of the management plan.

Broad Goals:

The Parks Committee will:

- periodically evaluate the planting of additional trees, shrubs and herbaceous material. Native plants will be selected on their ability to provide food for birds and insects, nesting opportunity and habitat refuge. Diversification of plants shall be an important consideration in the selection of plants.

Enhancing the North Field habitat with additional plants may play a small part in encouraging the survival of shrubland

species in decline, such as the New England cottontail, American woodcock, and Eastern towhee.

- facilitate educational opportunities relating to the establishment of the shrubland habitat in the North Field.
- propose an annual publication describing wildlife observations and monitoring activities that support the wildlife habitat.
- as necessary, update maps to reflect any changes made.

Management practices shall be guided by the Conservation Easement. The easement states on page 6: “within 100 feet of

Chandler Brook there shall be a buffer of trees and understory to protect water quality and wildlife habitat. The Town of North Yarmouth retains the right to maintain the fields for open space and wildlife habitat and to selectively cut, limb, prune or plant vegetation in the upland area to improve the wildlife habitat, to develop a healthy ecosystem, to control fire and disease, and improve views from the footpaths located in this area”. The footpath shall be referred to as the walking trail indicated on the map provided in the addendum.

Management practices will protect and promote a healthy riparian buffer area which may include leaving dead and dying trees to remain for use by cavity nesters, insects and for eventual recruitment to the stream channel. Trees that pose a risk for visitors may be removed.

Estimated Costs

Annual Operational Costs

- Mowing of the trail from April through first week November Approx. 1 hour per week times 25(skip 3 weeks due to weather) @ \$50 = \$1,250
- Annual mowing of field: 5 hrs. @ \$100 = \$500

One Time Costs

- Tree removal spring 2022/fall 2022: crew 2 for 8 hrs. @ \$50 = \$1,000
- Signage: (top of hill) dogs, horses prohibited, lower field designation and rules, no exit, new map for kiosk \$500
- Kiosk at North Field: \$1,500

Wooded Areas Management

The North and South Fields occupy about 26 of the Preserve's 63 acres. The remaining 37 acres include upland and lowland forest. The Parks Committees has broadly discussed managing the forested areas and feels that the first step is to discuss the subject with BPL and RRCT and then to survey the 37 acres with a forester and develop a management plan that is conducive to having a sustaining habitat.

Wooded Area Trails

Public Works will continue to mow and maintain the trails. With the MBPL and RRCT's consent, the Parks Committee developed a trail through the woods from the trail to the barn and to the North Field.

Appendices

Conservation Easement

Memorandum of Understanding between BPL and RRCT of 3/29/2012

Location Map

Soils Map

Conservation Easement Imagery

Hydrology and Wetland Map

Trails and 100 Foot Vegetative Buffer Setback

Habitat Map

North Field Photo



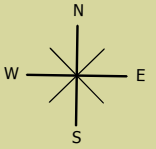
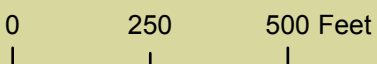
Chandler Brook Preserve Habitat Map



Maps are for graphical purposes only.
They do not represent a legal survey.

- Layer2
USFWS High Value Habitat
- Freshwater Wetlands (non-forested) and lakes/rivers
 - Grass, Shrub, and Bare Ground
 - Marine/Estuarine Intertidal Wetland
 - Forest (Including Forested Wetlands)




- ETSC Wildlife Species IF&W
- Chandler Brook Preserve



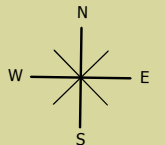
Chandler Brook Preserve
Hydrology and Wetland Map



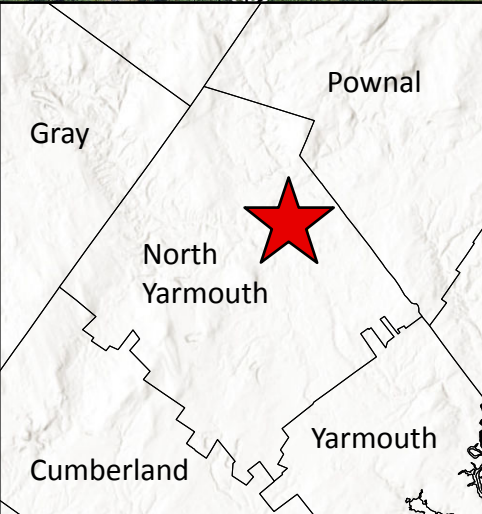
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-  NWI Wetlands
-  Chandler Brook
-  Chandler Brook Preserve

0 250 500 Feet

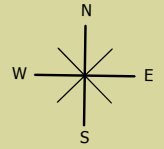
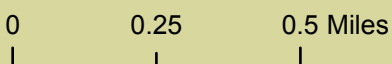


Chandler Brook Preserve Location Map

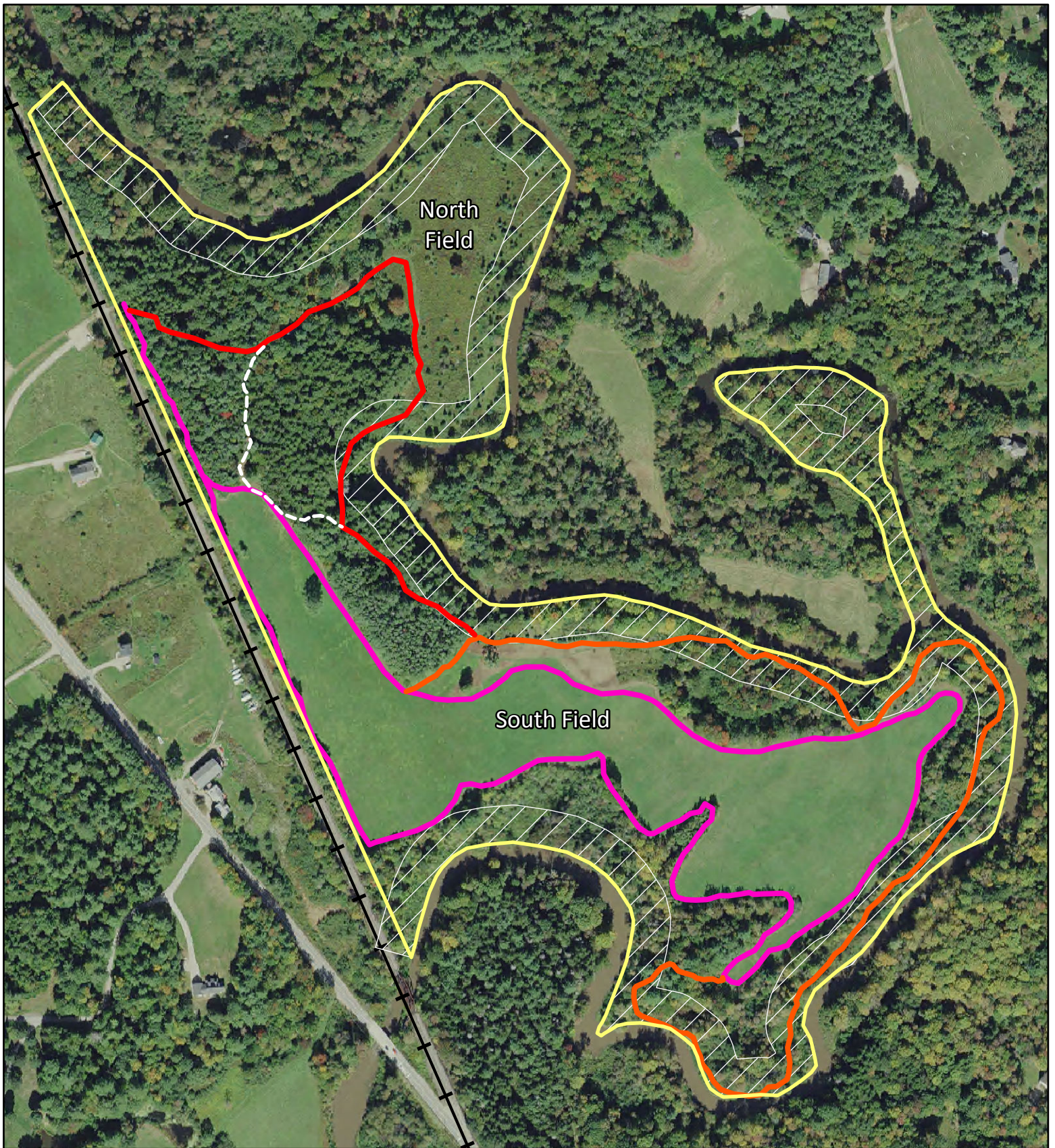


- Conserved Lands
- Chandler Brook Preserve

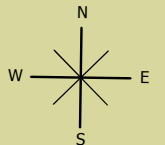
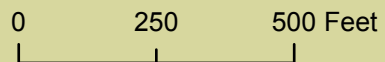
Maps are for graphical purposes only.
They do not represent a legal survey.



Chandler Brook Preserve
Trails and 100' Vegetated Buffer Setback



- Connector Trail
- North Field Loop
- South Field Loop
- ▨ 100' Vegetated Buffer
- Brook Trail
- South Field Loop
- Chandler Brook Preserve



**Town of North Yarmouth
Select Board
Meeting Minutes March 07, 2023, 7:00 PM**

Executive Session- 1 M.R.S. § 405 (6)(A) to discuss personnel matters.

**Chairperson Sites, seconded by Selectperson Perrin moved to enter executive session at 6:45 PM.
Vote 5 Yes/0 No.**

**Chairperson Sites, seconded by Selectperson Berry moved to end executive session at 7:07 PM.
Vote 5 Yes/0 No.**

Call to Order: (1:23-1:24:08)- Members Present: Brian Sites, Chairperson, Amy Haile, V. Chair, Paul Hodgetts, Selectperson, Katherine Perrin, Selectperson, and Andrea Berry, Selectperson, and Diane Barnes, Town Manager. Chairperson Sites called the meeting to order at 7:07 PM.

Pledge of Allegiance.

Announcements- (1:24:09-1:26:25)

Chairperson Sites talked about recent workshop on the code of conduct policy. The board is to model that behavior. All questions will be addressed to the Chairperson, and he will find the best person to answer the question. All public comments should be addressed to the Chairperson.

Consent Agenda: (1:26:26-1:27:18)

A. Municipal Accounts Payable Warrants

#73 \$ 7,650.11

#74 \$ 2,366.50

#76 \$812,430.81

B. Municipal Payroll Warrants

#75 \$ 48,511.06

C. Select Board Minutes-February 21, 2023

Selectperson Hodgetts, seconded by Vice Chairperson Haile moved to approve the consent agenda as presented. Vote 5 Yes/0 No.

Public Comment: (1:27:19-1:30:30)

David Reed, Country Creek expressed concerns about the conduct policy presented at the last meeting and its potential to discontinue a person's right to free speech. He also questioned Selectperson Haile and Berry regarding comments made at the last meeting. Both Selectpersons declined to comment further on the subject.

Town Manager's Report, Diane Barnes: (1:30:31-1:33:15)

Audio/Visual Project

- Last week Connectivity Point was on site and was able to rough all the wiring to their general areas.
- They still need to coordinate the electrical with the projector screen. The Electrician wants the screen in before they do that portion.
 - This includes the projector.
- CO#1 - Projector screen is to ship next week we should have this in our warehouse the week of the 20th.

- CO#1 – Gear has landed we should have the revised wireless microphones shipping and in their hands by the end of March.
- Here are some rough time frames going forward:
 - Rack build – this will be built in their lab and tested to the best of their abilities; should start week of the 27th at the latest.
 - Projector & screen install - week of 27th (I'll firm up a date in the next week or 2)
 - Gear deployment – Mid April
 - Testing of systems – 2 weeks after final deployment
 - Full operational system – projected to be 1st week of May.

Solar Array/CMP Credits

During the 12/20/2022-1/19/2023 WH&NYCC billing cycle, the solar generation from the Solar generated more power than was used. CMP applied the credits resulting in a savings of \$1,256.19. The net savings after paying \$500.15 to Blue Haven (owner/developer solar array) for power generated from the solar array was \$756.04.

LD 290-North Yarmouth

The Assessing Department received 360 Senior Property Tax Stabilization forms. Of the 360, three did not qualify and fifteen still need age verification.

Assessing Hours & Information

The Assessor does not have set hours in North Yarmouth. Anyone needing to speak with the Assessor should contact the Regional Assessing office at 207-699-2475. A meeting place, date, and time will be scheduled if needed. Taxpayers can contact Regional Assessing Monday-Friday

Old Business-(1:30:31-1:42:54)

Chairperson sites went over the definitions of Bylaws, Policy, and Ordinance. Selectperson Hodgetts stated that the EDSC chair should have a Town email address.

Select Board Bylaws Amendment-Section 10 Committee Liaison.

Selectperson Berry, seconded by Selectperson Haile moved to approve the Select Board Committee Liaison Amendment to the Select Board Bylaws as presented. Vote 5 Yes/0 No.

Revised Budget Schedule.

Selectperson Perrin, seconded by Selectperson Hodgetts moved to approve the revised budget schedule as amended. Vote 5 Yes/0 No.

New Business-(1:42:55-2:31:50)

LUO & Zoning Amendment Process.

Chairperson Sites stated the following on this draft ordinance:

Purpose -

- Provide clarity to residents and other groups/committees on how to engage in the amendment process
- Provide clarity on roles and responsibilities between the Planning Board and Select Board
- Provide a mechanism for the Select Board to evaluate all amendments before they are sent to the voters

While NorthStar is looking at an audit of the LUO, this amendment may be an easy addition to that process, assuming the Select Board votes to take it up. Item one above has been a point of contention in the

community with past amendments, and while item two is implied in statute, it is not explicit in the current LUO or town policies. Item three is to give future Select Boards certainty that what they are sending to the voters, regardless of the origin of the amendment, has undergone the appropriate due diligence.

Current Status

This ordinance is a draft and has been preliminarily reviewed by GPCOG and MMA.

Next Steps

If the Select Board elects to adopt this amendment, the draft language would go to the Town Attorney to review, as per MMA's guidance and to NorthStar for guidance on where it would fit in the audited LUO. The draft would then follow steps 2-4 of the process laid out in the amendment. It was determined to move this forward as a policy instead of an ordinance.

Mike Mallory, Walnut Hill Road, asked why the Town isn't using MMA as a resource. Chairperson Sites stated that MMA's response is in the memo.

David Reed, County Creek, commented on the conflict of interest. He stated that those changes were made for the benefit of the town. Chairperson Sites stated that he wants to make sure the public has visibility and access to a process.

Link Merrill, 1572 North Road, questioned if citizen-initiated petitions were going to have to adhere to the proposed process. Chairperson Sites says this has nothing to do with Petitions. This is a process. All this is saying is here is a process to do that. Citizen initiated petitions would not change as that is statutory per Maine State Law.

Jeff Brown, 470 Mountfort Road, stated that the planning board' is out in the open. The Select Board liaison reports back to the Selectboard. He does not agree on the comment that the Select Board did not know what the Planning Board was doing. He felt this seems like an assertion of dominance.

Chairperson Sites states these are real problems, that he has had to deal with since he has been on the Board.

David Reed County Creek had questions on where this proposed policy/ordinance fit in with the Land Use Ordinance.

Selectperson Perrin stated that this is something other towns had. Other towns see a need for this, and it is not an assertion of dominance.

Jeff Brown, 470 Mountfort Road, asked if this becomes a policy tonight. Chairperson Sites stated the selectboard will send this draft policy to Legal and NorthStar planning review. The Selectboard will clean it up and send it to the Planning Board for review and comments.

Chairperson Sites, seconded by Selectperson Perrin moved The LUO & Zoning Amendment Process forward as a policy contingent on Legal Review and NorthStar Planning review. Vote 5 Yes/0 No

Other Business:(2:31:51-2:36:04)

Selectperson Hodgetts advised the Purple House is opening this weekend. He asked if we would contact the owner regarding parking issues. He said he did not hear complaints from the last time that they were open. Diane Barnes, Town manager advised they changed their business plan.

Vice Chairperson Haile advised she had invited the Greely High School drama club to speak and to promote their upcoming Musical, The Little Shop of Horrors.

Chairperson Sites advised that a group of students won the Samsung State competition and studied PFAS, and he invited the team to a future meeting so that the Select Board can present them with a proclamation. to a meeting.

Adjournment:

Vice Chairperson Haile, seconded by Chairperson Sites moved to adjourn at 8:30 PM.

Vote 5 Yes/ 0 No.

Karen Casale, Recording Secretary

Select Board

Brian Sites, Chair

Amy Haile, Vice Chair

Paul Hodgetts

Katherine Perrin

Andrea Berry

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
110 - MUNICIPAL ADMINISTRATION	633,623.00	458,244.67	23,815.47	199,193.80	68.56
01 - MUNICIPAL ADMIN OPERATIONS	475,339.00	302,887.48	12,548.40	184,999.92	61.08
5100 - FULL TIME WAGES	356,063.00	222,923.31	4,113.07	137,252.76	61.45
5110 - OTHER WAGES	6,500.00	0.00	0.00	6,500.00	0.00
5120 - OVER TIME WAGES	5,000.00	1,255.02	0.00	3,744.98	25.10
5130 - ALLOWANCES	3,290.00	1,893.06	0.00	1,396.94	57.54
5140 - TRAINING	1,855.00	1,435.00	0.00	420.00	77.36
5143 - MDOL SAFETY FINES	500.00	0.00	0.00	500.00	0.00
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	8,478.00	11,351.00	3,868.00	995.00	88.26
5210 - POSTAGE	7,640.00	4,511.99	0.00	3,128.01	59.06
5212 - REGISTRY OF DEEDS	900.00	561.00	418.00	757.00	15.89
5214 - ADVERTISING	1,500.00	3,766.97	0.00	-2,266.97	251.13
5216 - SOFTWARE	41,708.00	29,536.06	675.48	12,847.42	69.20
5218 - PRINTING	13,890.00	2,947.31	0.00	10,942.69	21.22
5220 - BANK FEES	100.00	0.00	0.00	100.00	0.00
5222 - SPECIAL EVENTS	2,750.00	877.09	0.00	1,872.91	31.89
5224 - OFFICE SUPPLIES	12,000.00	9,671.13	746.82	3,075.69	74.37
5226 - OFFICE EQUIPMENT	5,165.00	5,053.08	13.99	125.91	97.56
5228 - ELECTIONS/REGISTRAR OF VOTERS	8,000.00	4,392.42	0.00	3,607.58	54.91
5520 - GENERAL REPAIRS	0.00	2,713.04	2,713.04	0.00	----
02 - CONTRACTS/PROFESSIONAL SERVICE	136,662.00	131,871.43	9,402.31	14,192.88	89.61
5226 - OFFICE EQUIPMENT	0.00	4,869.96	4,869.96	0.00	----
5310 - AUDITOR	15,750.00	14,800.00	4,532.35	5,482.35	65.19
5312 - ASSESSOR	54,702.00	36,468.00	0.00	18,234.00	66.67
5316 - LEGAL	20,000.00	45,385.71	0.00	-25,385.71	226.93
5318 - WEBSITE	4,670.00	2,457.36	0.00	2,212.64	52.62
5322 - TECHNOLOGY	41,540.00	27,890.40	0.00	13,649.60	67.14
03 - TOWN OFFICE	0.00	43.56	43.56	0.00	----
5516 - CUSTODIAL MAINTENANCE SUPPLIES	0.00	43.56	43.56	0.00	----
05 - ASSESSING,CEO & PLANNING	0.00	564.50	564.50	0.00	----
5214 - ADVERTISING	0.00	564.50	564.50	0.00	----
09 - TIF EXPENSES	7,737.00	7,736.00	0.00	1.00	99.99
6100 - TIF GPCOG	7,737.00	7,736.00	0.00	1.00	99.99
10 - CAPITAL RESERVES	13,885.00	15,141.70	1,256.70	0.00	100.00
6200 - CAPITAL RESERVE TECHNOLOGY	13,885.00	15,141.70	1,256.70	0.00	100.00

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ---- DEBITS	CREDITS	UNEXPENDED BALANCE	PERCENT SPENT
120 - COMMUNITY SERVICES CONT'D					
120 - COMMUNITY SERVICES	218,337.00	117,071.54	2,824.25	104,089.71	52.33
01 - CEO SERVICES & PLANNING	153,320.00	100,103.73	2,645.30	55,861.57	63.57
5100 - FULL TIME WAGES	123,200.00	73,813.86	404.05	49,790.19	59.59
5130 - ALLOWANCES	1,920.00	1,175.44	0.00	744.56	61.22
5140 - TRAINING	2,000.00	1,919.83	175.00	255.17	87.24
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	700.00	672.75	0.00	27.25	96.11
5600 - ENGINEERING & PEER REVIEW	5,000.00	2,370.00	1,575.00	4,205.00	15.90
5610 - PLANNING BOARD	20,500.00	20,151.85	491.25	839.40	95.91
03 - PARKS & RECREATION	7,300.00	1,859.92	0.00	5,440.08	25.48
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	3,200.00	1,200.00	0.00	2,000.00	37.50
5635 - PARK MAINTENANCE	4,000.00	659.92	0.00	3,340.08	16.50
5640 - PARKS COMMITTEE	100.00	0.00	0.00	100.00	0.00
04 - GENERAL ASSISTANCE	2,650.00	2,161.90	0.00	488.10	81.58
5645 - OUT SOURCE SERVICES FOR GA	1,650.00	1,152.00	0.00	498.00	69.82
5647 - GA INTERPRETERS SERVICE	0.00	550.00	0.00	-550.00	----
5650 - GENERAL ASSISTANCE	1,000.00	459.90	0.00	540.10	45.99
05 - SOCIAL SERVICES	7,492.00	7,670.95	178.95	0.00	100.00
5601 - REGIONAL TRANSPORTATION	500.00	500.00	0.00	0.00	100.00
5603 - NORTHERN LIGHT HEALTH	500.00	500.00	0.00	0.00	100.00
5604 - MAINE HEALTH HOME CARE	500.00	500.00	0.00	0.00	100.00
5605 - LIFEFLIGHT	892.00	892.00	0.00	0.00	100.00
5606 - SO. MAINE AGENCY OF AGING	1,000.00	1,000.00	0.00	0.00	100.00
5607 - MAINE PUBLIC RADIO	100.00	100.00	0.00	0.00	100.00
5608 - NY VETERANS MEMORIAL CORP	0.00	178.95	178.95	0.00	----
5609 - OPPORTUNITY ALLIANCE	2,000.00	2,000.00	0.00	0.00	100.00
5611 - THROUGH THESE DOORS	2,000.00	2,000.00	0.00	0.00	100.00
06 - CEMETERIES	5,560.00	85.45	0.00	5,474.55	1.54
5130 - ALLOWANCES	250.00	0.00	0.00	250.00	0.00
5140 - TRAINING	230.00	0.00	0.00	230.00	0.00
5525 - MAINTENANCE/SUPPLIES	5,080.00	85.45	0.00	4,994.55	1.68
07 - LIVING WELL	1,200.00	404.88	0.00	795.12	33.74
5625 - GENERAL EXPENSE	1,200.00	404.88	0.00	795.12	33.74
08 - RECYCLING COMMITTEE	1,500.00	84.71	0.00	1,415.29	5.65
5625 - GENERAL EXPENSE	1,500.00	84.71	0.00	1,415.29	5.65
09 - TAX INCREMENT FINANCING	39,315.00	4,700.00	0.00	34,615.00	11.95
6101 - TIF ADMIN	15,000.00	3,500.00	0.00	11,500.00	23.33
6102 - TIF EDSC	5,000.00	200.00	0.00	4,800.00	4.00
6103 - TIF RECREATION TRAILS	17,815.00	1,000.00	0.00	16,815.00	5.61
6104 - TIF PROFESSIONAL SERVICES	1,500.00	0.00	0.00	1,500.00	0.00

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
125 - COMMUNITY CENTER CONT'D					
125 - COMMUNITY CENTER	121,806.00	62,758.81	792.48	59,839.67	50.87
01 - OPERATIONS	121,806.00	62,758.81	792.48	59,839.67	50.87
5100 - FULL TIME WAGES	98,539.00	60,146.90	684.05	39,076.15	60.34
5130 - ALLOWANCES	740.00	329.50	0.00	410.50	44.53
5140 - TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	45.00	60.00	0.00	-15.00	133.33
5222 - SPECIAL EVENTS	16,562.00	650.84	0.00	15,911.16	3.93
5240 - CONTRACT SERVICES	920.00	0.00	0.00	920.00	0.00
5242 - MARKETING/PRINTING/ADVERTISING	1,000.00	637.34	0.00	362.66	63.73
5244 - PROGRAM SUPPLIES	2,500.00	854.27	28.47	1,674.20	33.03
5516 - CUSTODIAL MAINTENANCE SUPPLIES	0.00	79.96	79.96	0.00	----

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
130 - PUBLIC SAFETY CONT'D					
130 - PUBLIC SAFETY	494,746.00	333,404.12	585.00	161,926.88	67.27
01 - FIRE RESCUE DEPARTMENT	369,266.00	244,111.43	585.00	125,739.57	65.95
5100 - FULL TIME WAGES	72,047.00	47,110.40	0.00	24,936.60	65.39
5110 - OTHER WAGES	146,587.00	73,923.94	0.00	72,663.06	50.43
5130 - ALLOWANCES	4,311.00	3,293.72	0.00	1,017.28	76.40
5140 - TRAINING	13,775.00	7,309.12	39.66	6,505.54	52.77
5145 - PHYSICALS & HEP B SHOTS	7,140.00	4,032.42	0.00	3,107.58	56.48
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	3,220.00	3,362.75	0.00	-142.75	104.43
5520 - GENERAL REPAIRS	0.00	129.99	129.99	0.00	----
5522 - EQUIPMENT MAINTENANCE &REPAIRS	34,743.00	32,402.19	0.00	2,340.81	93.26
5524 - VEHICLE MAINTENANCE	25,550.00	25,569.91	280.99	261.08	98.98
5526 - GAS/DIESEL	8,450.00	7,873.10	0.00	576.90	93.17
5528 - LIFEPAK 15	1,710.00	0.00	0.00	1,710.00	0.00
5530 - PARAMEDIC SERVICE	15,900.00	7,500.00	0.00	8,400.00	47.17
5531 - RESCUE FEE COLLECTION SERVICE	5,000.00	3,758.60	0.00	1,241.40	75.17
5532 - MEDICAL SUPPLIES	15,000.00	13,307.46	134.36	1,826.90	87.82
5534 - PERSONAL PROTECTIVE EQUIPMENT	14,833.00	14,311.51	0.00	521.49	96.48
5535 - EMERGENCY MANAGEMENT / WARMIN	1,000.00	226.32	0.00	773.68	22.63
02 - CONTRACTS / PROFESSIONAL SVCS	125,480.00	89,292.69	0.00	36,187.31	71.16
5324 - DISPATCH SERVICES	29,207.00	29,207.00	0.00	0.00	100.00
5326 - ANIMAL CONTROL SERVICES	27,205.00	15,639.00	0.00	11,566.00	57.49
5330 - HYDRANTS	65,000.00	43,078.64	0.00	21,921.36	66.27
5332 - STREET LIGHTS	2,500.00	1,368.05	0.00	1,131.95	54.72
5334 - CCSD SPEED PATROLS	1,568.00	0.00	0.00	1,568.00	0.00

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ---- DEBITS	CREDITS	UNEXPENDED BALANCE	PERCENT SPENT
140 - PUBLIC WORKS CONT'D					
140 - PUBLIC WORKS	653,784.00	409,771.40	18,482.42	262,495.02	59.85
00 - PUBLIC WORKS	0.00	916.44	916.44	0.00	----
5524 - VEHICLE MAINTENANCE	0.00	458.22	458.22	0.00	----
5544 - SUPPLIES	0.00	458.22	458.22	0.00	----
01 - OPERATIONS	530,827.00	365,965.80	16,493.84	181,355.04	65.84
5100 - FULL TIME WAGES	263,346.00	159,169.04	3,954.41	108,131.37	58.94
5110 - OTHER WAGES	12,931.00	10,016.06	0.00	2,914.94	77.46
5120 - OVER TIME WAGES	25,000.00	24,460.79	0.00	539.21	97.84
5130 - ALLOWANCES	3,115.00	5,227.33	1,791.42	-320.91	110.30
5140 - TRAINING	500.00	130.00	0.00	370.00	26.00
5145 - PHYSICALS & HEP B SHOTS	500.00	297.96	0.00	202.04	59.59
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	300.00	229.00	0.00	71.00	76.33
5160 - DRUG TESTING	450.00	664.00	0.00	-214.00	147.56
5224 - OFFICE SUPPLIES	0.00	229.11	229.11	0.00	----
5520 - GENERAL REPAIRS	0.00	426.66	426.66	0.00	----
5522 - EQUIPMENT MAINTENANCE &REPAIRS	5,500.00	4,554.98	518.00	1,463.02	73.40
5524 - VEHICLE MAINTENANCE	30,000.00	26,561.17	1,137.09	4,575.92	84.75
5526 - GAS/DIESEL	30,000.00	26,565.76	7,788.26	11,222.50	62.59
5534 - PERSONAL PROTECTIVE EQUIPMENT	2,920.00	869.99	0.00	2,050.01	29.79
5540 - RADIO REPAIRS	2,500.00	478.83	0.00	2,021.17	19.15
5542 - EQUIPMENT RENTALS	2,220.00	129.75	0.00	2,090.25	5.84
5544 - SUPPLIES	12,000.00	8,857.80	408.89	3,551.09	70.41
5548 - LUBRICANTS	4,420.00	1,495.23	0.00	2,924.77	33.83
5550 - TIRES	10,650.00	3,056.44	0.00	7,593.56	28.70
5552 - SIGNS	7,500.00	6,671.20	0.00	828.80	88.95
5554 - CULVERTS	7,410.00	2,828.76	0.00	4,581.24	38.17
5556 - COLD PATCH	1,500.00	1,580.00	240.00	160.00	89.33
5558 - CRACK SEALING	4,125.00	3,608.85	0.00	516.15	87.49
5560 - STRIPING	14,900.00	11,429.75	0.00	3,470.25	76.71
5562 - SWEEPING/CATCH BASINS	2,055.00	0.00	0.00	2,055.00	0.00
5564 - TREE CUTTING	3,500.00	70.00	0.00	3,430.00	2.00
5566 - EROSION CONTROL	4,950.00	1,226.00	0.00	3,724.00	24.77
5568 - GRAVEL PIT OPERATIONS	500.00	0.00	0.00	500.00	0.00
5570 - CUTTING EDGES	13,050.00	11,758.81	0.00	1,291.19	90.11
5572 - SALT	56,760.00	45,981.75	0.00	10,778.25	81.01
5574 - LIQUID CALCIUM CHLORIDE	6,200.00	6,700.78	0.00	-500.78	108.08
5578 - SAFETY INSPECTIONS	2,025.00	690.00	0.00	1,335.00	34.07
09 - TAX INCREMENT FINANCING	9,500.00	7,396.36	0.00	2,103.64	77.86
6105 - TIF STREET SAFETY	9,500.00	7,396.36	0.00	2,103.64	77.86
10 - CAPITAL RESERVES	113,457.00	35,492.80	1,072.14	79,036.34	30.34
6201 - CIP RESERVE ROADWAYS	80,977.00	3,519.92	1,072.14	78,529.22	3.02
6202 - CIP RESERVE HEAVY EQUIP	32,480.00	31,972.88	0.00	507.12	98.44

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
145 - BULDINGS & GROUNDS CONT'D					
145 - BULDINGS & GROUNDS	146,651.00	84,888.12	14,337.23	76,100.11	48.11
01 - CUSTODIAL	43,380.00	26,605.41	750.68	17,525.27	59.60
5100 - FULL TIME WAGES	36,400.00	20,905.00	0.00	15,495.00	57.43
5130 - ALLOWANCES	880.00	973.04	185.88	92.84	89.45
5516 - CUSTODIAL MAINTENANCE SUPPLIES	6,100.00	4,186.14	23.57	1,937.43	68.24
5520 - GENERAL REPAIRS	0.00	541.23	541.23	0.00	----
02 - UTILITIES	60,984.00	40,049.18	11,721.84	32,656.66	46.45
5410 - PHONE	5,450.00	4,281.92	0.00	1,168.08	78.57
5412 - INTERNET CABLE	8,440.00	5,039.92	0.00	3,400.08	59.71
5414 - ELECTRICITY	16,700.00	16,937.85	21.73	-216.12	101.29
5415 - SOLAR PANEL LEASE	17,700.00	1,848.71	0.00	15,851.29	10.44
5416 - HEAT	5,000.00	8,368.94	11,700.11	8,331.17	-66.62
5418 - PROPANE	3,000.00	1,215.45	0.00	1,784.55	40.52
5420 - WATER	4,694.00	2,356.39	0.00	2,337.61	50.20
03 - FACILITY MAINTENANCE	36,178.00	17,033.53	1,864.71	21,009.18	41.93
5510 - ALARMS	4,088.00	2,485.59	0.00	1,602.41	60.80
5512 - PEST CONTROL	2,060.00	435.00	0.00	1,625.00	21.12
5514 - FLOOR MATS	4,000.00	2,534.80	263.68	1,728.88	56.78
5518 - LAND FILL COVER (MOWING)	325.00	325.00	0.00	0.00	100.00
5520 - GENERAL REPAIRS	15,200.00	6,617.31	1,601.03	10,183.72	33.00
5522 - EQUIPMENT MAINTENANCE &REPAIRS	10,505.00	4,635.83	0.00	5,869.17	44.13
10 - CAPITAL RESERVES	6,109.00	1,200.00	0.00	4,909.00	19.64
6203 - CIP RESERVE MUNICIPAL FACILITY	4,109.00	0.00	0.00	4,109.00	0.00
6204 - CIP RESERVE CONTINGENCY	2,000.00	1,200.00	0.00	800.00	60.00

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ---- DEBITS	CREDITS	UNEXPENDED BALANCE	PERCENT SPENT
150 - SOLID WASTE & RECYCLING CONT'D					
150 - SOLID WASTE & RECYCLING	245,806.00	176,906.83	0.00	68,899.17	71.97
01 - SOLID WASTE	245,806.00	176,906.83	0.00	68,899.17	71.97
5655 - MSW DISPOSAL	72,299.00	72,772.81	0.00	-473.81	100.66
5660 - RECYCLABLES COLLECTION	72,299.00	57,793.01	0.00	14,505.99	79.94
5665 - MSW COLLECTION SURCHARGE	300.00	0.00	0.00	300.00	0.00
5670 - ECOMAINE TONAGE	87,908.00	44,243.35	0.00	43,664.65	50.33
5685 - CLEANUP DAY	10,000.00	301.66	0.00	9,698.34	3.02
5688 - GARBAGE TO GARDEN	3,000.00	1,796.00	0.00	1,204.00	59.87

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
160 - FIXED EXPENSES CONT'D					
160 - FIXED EXPENSES	11,153,432.76	7,313,432.74	3,379.05	3,843,379.07	65.54
01 - DEBT SERVICE	270,150.00	223,887.50	0.00	46,262.50	82.88
5700 - DEBT SERVICES	270,150.00	223,887.50	0.00	46,262.50	82.88
02 - EMPLOYEE BENEFITS	434,917.00	280,479.20	3,379.05	157,816.85	63.71
5710 - HEALTH & LIFE INSURANCE	228,876.00	164,486.56	2,858.55	67,247.99	70.62
5720 - DENTAL INSURANCE	16,745.00	11,567.44	449.86	5,627.42	66.39
5730 - ICMA RETIREMENT	49,654.00	26,863.98	0.00	22,790.02	54.10
5740 - FICA	84,976.00	50,400.68	0.00	34,575.32	59.31
5750 - WORKERS COMPENSATION	39,196.00	25,350.30	0.00	13,845.70	64.68
5760 - UNEMPLOYMENT	9,984.00	1,409.84	70.64	8,644.80	13.41
5765 - EARNED PAY LEAVE	4,986.00	400.40	0.00	4,585.60	8.03
5770 - EDUCATIONAL INCENTIVE	500.00	0.00	0.00	500.00	0.00
03 - MUNICIPAL INSURANCE	48,063.00	45,525.00	0.00	2,538.00	94.72
5780 - FIREFIGHTER'S SUPPLEMENTAL INS	2,046.00	1,224.00	0.00	822.00	59.82
5790 - PROPERTY/CASUALTY/VOLUNTEER	46,017.00	44,301.00	0.00	1,716.00	96.27
04 - MSAD #51 - EDUCATION	8,850,145.00	5,900,096.51	0.00	2,950,048.49	66.67
5830 - EDUCATION MSAD #51	8,850,145.00	5,900,096.51	0.00	2,950,048.49	66.67
05 - NY/CUMBERLAND SHARED SERVICES	271,211.00	135,606.00	0.00	135,605.00	50.00
5800 - PRINCE MEMORIAL LIBRARY	190,155.00	95,078.00	0.00	95,077.00	50.00
5810 - RECREATION	81,056.00	40,528.00	0.00	40,528.00	50.00
06 - COUNTY TAX	376,893.00	376,893.00	0.00	0.00	100.00
5840 - COUNTY TAXES	376,893.00	376,893.00	0.00	0.00	100.00
07 - OVERLAY	341,100.37	70,468.83	0.00	270,631.54	20.66
5850 - OVERLAY	341,100.37	70,468.83	0.00	270,631.54	20.66
09 - VILLAGE CENTER TIF DISTRICT	560,953.39	280,476.70	0.00	280,476.69	50.00
5852 - TIF VILLAGE CENTER	560,953.39	280,476.70	0.00	280,476.69	50.00

SELECT BOARD EXPENSE REPORT

FUND: 10
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
170 - CAPITAL RES. APPROPRIATIONS CONT'D					
170 - CAPITAL RES. APPROPRIATIONS	197,289.00	98,644.50	0.00	98,644.50	50.00
23 - FUTURE LAND RESERVE	10,000.00	5,000.00	0.00	5,000.00	50.00
5899 - BUDGETED RESERVE APPROPRIATION	10,000.00	5,000.00	0.00	5,000.00	50.00
25 - MUNICIPAL FACILITIES RESERVE	37,566.00	18,783.00	0.00	18,783.00	50.00
5899 - BUDGETED RESERVE APPROPRIATION	37,566.00	18,783.00	0.00	18,783.00	50.00
26 - CONTIGENCY RESERVE	20,000.00	10,000.00	0.00	10,000.00	50.00
5899 - BUDGETED RESERVE APPROPRIATION	20,000.00	10,000.00	0.00	10,000.00	50.00
31 - ROADWAY RESERVE	124,723.00	62,361.50	0.00	62,361.50	50.00
5899 - BUDGETED RESERVE APPROPRIATION	124,723.00	62,361.50	0.00	62,361.50	50.00
32 - RECORDS PRESERVATION RESERVE	5,000.00	2,500.00	0.00	2,500.00	50.00
5899 - BUDGETED RESERVE APPROPRIATION	5,000.00	2,500.00	0.00	2,500.00	50.00
Final Totals	13,865,474.76	9,055,122.73	64,215.90	4,874,567.93	64.84

SELECT BOARD REVENUE REPORT

DEPARTMENT(S): 100
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	YTD NET	UNCOLL BALANCE	PCT COLL
100 - REVENUES	13,865,474.77	13,047,769.00	817,705.77	94.10
4010 - AGENT FEES	12,000.00	11,038.66	961.34	91.99
4020 - RESCUE FEES	60,000.00	52,006.38	7,993.62	86.68
4021 - INTEREST INCOME	0.00	16,589.20	-16,589.20	----
4030 - APPEALS	50.00	500.00	-450.00	999.99
4035 - BAD CHECK FEES	0.00	40.00	-40.00	----
4040 - BETE REIMBURSEMENT	69,063.27	69,063.00	0.27	100.00
4050 - BOAT EXCISE	4,200.00	2,164.00	2,036.00	51.52
4060 - BUILDING PERMITS	75,000.00	61,619.13	13,380.87	82.16
4067 - BURN PERMITS - ONLINE	200.00	0.00	200.00	0.00
4070 - CASH SHORT/OVER	0.00	6.21	-6.21	----
4080 - CATV FRANCHISE FEES	30,000.00	14,426.32	15,573.68	48.09
4090 - CELL TOWER RENTAL	45,000.00	37,895.27	7,104.73	84.21
4100 - CEO FINES	500.00	50.00	450.00	10.00
4110 - CEO MISC. PERMITS	500.00	775.00	-275.00	155.00
4115 - CEO ADMINISTRATION FEES	13,725.00	5,190.00	8,535.00	37.81
4130 - CLERK FEES	500.00	450.00	50.00	90.00
4140 - CUSTOMER SERVICES FEES	350.00	407.70	-57.70	116.49
4150 - DOG LICENSE FEES / ACO SERVICE	0.00	795.00	-795.00	----
4157 - PARK USE PERMIT DOGS	500.00	100.00	400.00	20.00
4160 - ELECTRICAL PERMITS	20,000.00	10,089.77	9,910.23	50.45
4190 - FOAA FEES	200.00	0.00	200.00	0.00
4200 - GENEALOGY SEARCH	50.00	0.00	50.00	0.00
4210 - GENERAL ASSISTANCE	700.00	0.00	700.00	0.00
4220 - HOMESTEAD EXEMPTION	399,947.60	282,693.00	117,254.60	70.68
4230 - RENEWABLE ENERGY EXEMPTION	0.00	6,398.00	-6,398.00	----
4260 - LOCAL ROAD ASSISTANCE PROGRAM	25,000.00	27,760.00	-2,760.00	111.04
4265 - PROPERTY & CASUALTY POOL	5,000.00	2,470.00	2,530.00	49.40
4270 - MSAD ELECTIONS	1,700.00	2,622.99	-922.99	154.29
4280 - MISC REVENUES	1,200.00	110.17	1,089.83	9.18
4290 - BMV EXCISE	950,000.00	667,956.59	282,043.41	70.31
4320 - PLANNING BOARD	2,400.00	2,750.00	-350.00	114.58
4330 - PLUMBING PERMITS	18,300.00	7,514.50	10,785.50	41.06
4335 - PRIVATE ROAD SIGNS	300.00	1,004.65	-704.65	334.88
4340 - SHARP HOUSE RENTAL FEES	10,200.00	7,225.00	2,975.00	70.83
4342 - ROAD ORDINANCE PERMITS	500.00	50.00	450.00	10.00
4345 - WH&CC FEES	77,305.00	17,126.90	60,178.10	22.15
4350 - REVENUE SHARING	696,729.00	518,459.12	178,269.88	74.41
4360 - SALE OF ASSETS	1,000.00	0.00	1,000.00	0.00
4370 - SITE PLAN REVIEW	1,500.00	500.00	1,000.00	33.33
4390 - SOLID WASTE/RECYCLING	170,000.00	94,016.26	75,983.74	55.30
4400 - SW HAULER PERMIT	75.00	0.00	75.00	0.00
4410 - TAX COMMITMENT	10,843,651.90	10,843,652.15	-0.25	100.00
4415 - TAX SUPPLEMENTAL	0.00	70,165.40	-70,165.40	----
4420 - TAX INTEREST	10,000.00	7,156.44	2,843.56	71.56
4480 - TREE GROWTH EXEMPTION	2,500.00	4,309.89	-1,809.89	172.40
4485 - CONSOLIDATED COMM. LEASE	6,000.00	0.00	6,000.00	0.00
4500 - VETERAN'S EXEMPTION	2,200.00	0.00	2,200.00	0.00
4510 - VITAL RECORDS	2,000.00	2,563.40	-563.40	128.17
4991 - WH DONATIONS	15,000.00	10,000.00	5,000.00	66.67
4992 - WH PROCEEDS TRANSFER IN	23,928.00	23,928.00	0.00	100.00
4993 - TRANSFER IN TIF	133,049.00	111,329.36	21,719.64	83.68
4994 - TRANSFER IN RESERVE	133,451.00	52,801.54	80,649.46	39.57

SELECT BOARD REVENUE REPORT

DEPARTMENT(S): 100
JULY TO FEBRUARY

ACCOUNT	BUDGET NET	YTD NET	UNCOLL BALANCE	PCT COLL
Final Totals CONT'D				
Final Totals	13,865,474.77	13,047,769.00	817,705.77	94.10

Town of North Yarmouth
Boards, Commissions and Committees Standard of Conduct Policy

I. PURPOSE

The Town encourages that all Board, Commission and Committee members maintain respectful discourse with their fellow elected and/or appointed members, with those who work for the Town, those who volunteer their time and services on behalf of the Town, and members of the public by striving at every meeting, forum or other official interaction to treat every person fairly and with respect regardless of any differences of opinion.

This policy provides a centralized standard of conduct for all Board, Commission and Committee members in the Town.

II. APPLICABILITY

This policy shall apply to all elected and appointed members of Boards, Commissions and Committees serving the Town, and covers all their actions related to official Town business.

III. CODE OF CONDUCT

All members of Boards, Commissions and Committees of the Town are expected to act honestly, conscientiously, reasonably and in good faith, always having regard to their responsibilities, the interests of the Town and the welfare of its residents.

A. Conduct Generally and in Relation to the Community

The following guidelines are to be followed in relation to a member's conduct generally and in relation to the community:

- Remember that you are seen as a representative of the Town of North Yarmouth and you should conduct yourself accordingly in the community.
- Recognize that the chief function of local government always is to serve the best interests of all residents of the community.
- Demonstrate respect for the public that you serve.

- Conduct yourself in a manner that imparts public confidence in our local government and your position in it.
- Be well-informed concerning the local and state duties of a board/commission/committee member.
- Accept your position as a means of unselfish public service, not to benefit personally, professionally, or financially from your board/commission/committee position.
- Unless specifically exempted, conduct the business of the public in a manner that promotes open and transparent government.
- Recognize that action at official legal meetings is binding and that you alone cannot bind the board/commission/committee outside of such meetings.
- Refrain from making statements or promises as to how you will vote on matters that will come before the board/commission/committee until you have had an opportunity to hear the pros and cons of the issue during a public meeting.

The following actions may be cause for accountability review by the Select Board under Section IV of this policy:

- Purporting to represent the opinion of your board/commission/committee when not specifically authorized by a recorded vote to do so.
- Failing to safeguard, or publicly sharing, confidential information.
- Failing to comply with all applicable Town policies, including, without limitation, the following:
 - Prohibition on Harassment and Discrimination: Harassment and discrimination are prohibited; this includes harassment or discrimination on the basis of race, color, sex, sexual orientation or gender identity, physical or mental disability, religion, age, ancestry, national origin, or familial status, and any other status protected by federal and state law.
 - Fraud Policy
- Failing to comply with all applicable laws, including, without limitation, the following:
 - The Freedom of Access Act (1 M.R.S. §§ 401 et seq.)
 - The Conflicts of Interest Statute (30-A M.R.S. § 2605)

B. Conduct in Relation to Other Members of Boards and Committees

The following guidelines are to be followed in relation to a board/commission/committee member's conduct in relation to other elected and appointed officials:

- Treat all members of the board/commission/committee to which you belong with respect despite differences of opinion; keeping in mind that professional respect does not preclude honest differences of opinion but requires respect within those differences.
- Participate and interact in official meetings with dignity and decorum fitting those who hold a position of public trust.
- Recognize your responsibility to attend all meetings to assure a quorum and promptly notify the chairperson should you for any reason be unable or unwilling to continue to serve.
- Make decisions only after all facts on a question have been presented and discussed.

The following actions may be cause for accountability review by the Select Board under Section IV of this policy:

- Making false, slanderous or libelous statements about another elected or appointed official.
- Failing to uphold the confidentiality of an executive session by publicly sharing the privileged communications occurring within that executive session.
- Attempting outside of public meetings to bind your board/commission/committee to actions without express authority to do so.

C. Conduct in Relation to the Town Manager

The following guidelines are to be followed in relation to a board/commission/committee member's conduct in relation to the Town Manager:

- Refrain from giving orders or directions to the Town Manager for action as an individual board/commission/committee member.
- Recognize and support the administrative chain of command and refuse to act on complaints as an individual outside the administration.
- Give the Town Manager full responsibility for discharging his or her disposition and/or solutions.
- Refrain from providing information to the Town Manager that you would not be willing to share with other board/commission/committee members.

The following actions may be cause for accountability review by the Select Board under Section IV of this policy:

- Giving orders or directions to the Town Manager for action as an individual board/commission/committee member.

D. Conduct in Relation to Town Staff

The following guidelines are to be followed in relation to a board/commission/committee member’s relation to Town Staff:

- Treat all Town staff as a vital asset of your local government and the work of your board/commission/committee. Recognize them as professionals and respect the abilities, experience, and dignity of everyone.
- As part of your board/commission/committee work, channel all instructions to, or requests for assistance from, Town staff through the Town Manager.
- Concerns about staff performance should only be made to the Town Manager through private communication.
- Board/commission/committee members who interact with Town staff must do so in a respectful manner and understand employees have been instructed not to take direction from any individual member on any matter.

The following actions would be cause for accountability review by the Select Board under Section IV:

- Disrespecting, or trying to obstruct, a Town employee in the course of their official Town duties.
- Subverting the administrative chain of command to give orders or direction to employees under the purview of the Town Manager.

IV. ACCOUNTABILITY MEASURES AND REVIEW

A. All board/commission/committee members must sign a statement affirming that they will observe and uphold the standards of this policy upon taking office or accepting appointment.

B. If a board/commission/committee member believes that another member has violated this policy, they should first attempt to informally address and resolve the matter with the other member, if appropriate.

C. Selectpersons as well as Chairs of Boards, Commissions, and Committees have the responsibility to intervene when actions of members appear to violate this policy.

D. Complaints from any member of a Board, Commission or Committee shall go directly to the Select Board. Complaints from the public may be directed to the Select Board or the

Town Manager, who may consult with one another and/or the Town Attorney. Only the Select Board Chair or Town Manager may consult the Town Attorney.

1. If the issue is not resolved, the complaining member may request an executive session with the Select Board to discuss their complaint, in accordance with 1 M.R.S. § 405(6)(A).
2. The Board, Commission or Committee member against whom the complaint is made shall be given reasonable advance notice of the meeting at which the matter will be discussed, shall have the right to be heard, and shall have the right to request that the hearing be conducted in open session.

E. For Select Board related concerns, the following actions should take place:

1. If a Selectperson believes another Selectperson has violated this policy, they should first attempt to informally address and resolve the matter with the other member, if appropriate.
2. If the issue is not resolved, the complaining Selectperson may ask for an executive session to discuss their complaint, in accordance with 1 M.R.S. § 405(6)(A).
3. The Selectperson against whom the complaint is made shall be given reasonable advance notice of the meeting at which the matter will be discussed, shall have the right to be heard, and shall have the right to request that the hearing be conducted in open session. -

F. Accountability Actions

Once a complaint against a Board, Commission or Committee member has been heard by the Select Board, and the member who is the subject of the complaint has been given notice and an opportunity to be heard, the Select Board may move and vote by majority to take one the following actions:

- Reprimand of elected or appointed members, with recommendations for actions in the event of future violations;
- Formal censure of elected or appointed members; or
- Removal of appointed members for cause, in accordance with 30-A M.R.S. § 2601.

V. SEVERABILITY

If any provision of this policy is for any reason held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the remaining provisions of this policy.

**Town of North Yarmouth
Code of Conduct Legal Review
Executive Summary**

Mark Bowers of Jensen Baird reviewed the Code of Conduct we submitted to him, and below is a summary of the changes he suggested:

Clarification Edits

- Including “commissions” list of groups this policy would address (title)
- Focus language on Boards, Commissions, and Committees, instead of a broader town appointees (2)
- Reworded “public rebuke” to “making false, slanderous, or libelous statements” (3B)

Items Removed

- Publicly criticizing town employees (3D)
- Conduct on Social Media (3E)

Items to Include

- Reference to the policy on Harassment and Discrimination (3A)

Items to Consider

- Signing the statement (4A) – while it has no legal effect, there is no harm in requiring signature
- Reprimand v. formal censure – terms are often used synonymously, we could consider rewording to have reprimand refer to appointed members and formal censure refer to elected members.

CERTIFICATE OF SETTLEMENT
36 MRSA § 763

COUNTY OF Cumberland

ss.

STATE OF MAINE

TO: Diane Barnes

, Tax Collector of the Municipality

of North Yarmouth

within this County:

We hereby certify that the 2021 taxes committed to you consisting of:

- | | | | |
|---|----|----------|-------------|
| 1. Real and Personal Tax commitments: | \$ | 2,354.28 | |
| 2. Supplemental commitments totaling: | \$ | | |
| 3. Interest: | \$ | | |
| 4. A grand total of: | | | \$ 2,354.28 |
| 5. Cash Payments: | \$ | 1,228.88 | |
| 6. Abatements granted: | \$ | | |
| 7. Tax lien mortgages:
(Recorded in the
County Registry of Deeds) | \$ | | |
| 8. Other credits: | \$ | | |
| 9. A net total of: | | | \$ 1,228.88 |
| 10. Balance due of: | | | \$ 1,125.40 |

Under the authority contained in MRSA, Title 36, section 763, as amended,
we hereby discharge you from further liability or obligation to collect the
balance due of:

\$ 1,125.40

and acknowledge receipt of the tax lists for the taxable year 2021

Given under our hands this 21st day of March 2023

Municipal Officers

PTA 258 (05/00)

CERTIFICATE OF SETTLEMENT
36 MRSA § 763

COUNTY OF Cumberland

ss.

STATE OF MAINE

TO: Diane Barnes

, Tax Collector of the Municipality

of North Yarmouth

within this County:

We hereby certify that the 2022 taxes committed to you consisting of:

- | | | | |
|--|-----|--------------|------------------|
| 1. Real and Personal Tax commitments: | \$_ | 4,585,857.28 | |
| 2. Supplemental commitments totaling: | \$_ | 16,137.47 | |
| 3. Interest: | \$_ | | |
| 4. A grand total of: | | | \$_ 4,601,994.75 |
| 5. Cash Payments: | \$_ | 4,476,123.35 | |
| 6. Abatements granted: | \$_ | 52,481.23 | |
| 7. Tax lien mortgages:
(Recorded in the Cumberland
County Registry of Deeds) | \$_ | 71,167.35 | |
| 8. Other credits: | \$_ | 2,222.82 | |
| 9. A net total of: | | | \$_ 4,601,994.75 |
| 10. Balance due of: | | | \$_ 0.00 |

Under the authority contained in MRSA, Title 36, section 763, as amended,
we hereby discharge you from further liability or obligation to collect the
balance due of:

\$_ 0.00

and acknowledge receipt of the tax lists for the taxable year 2022 .

Given under our hands this 21st day of March 2023 .

Municipal Officers

PTA 258 (05/00)