

**Town of North Yarmouth  
Select Board Meeting Agenda  
Budget Workshop  
6:00PM  
Tuesday, May 2, 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. Executive Session – 1 M.R.S. § 405 (6)(E)-Consultation with Legal**

**III. Appointments**

**IV. Special Presentations – Maine House Representative District 105 - Anne Graham**

**V. Announcements**

**VI. Consent Agenda**

- A. Payroll Warrants
- B. Municipal Accounts Payable Warrants
- C. Select Board Minutes April 4, 2023
- D. Special Select Board Minutes April 25, 2023
- E. Special Town Meeting Warrant – Municipal Election Notice – 6/13/2023
- F. MSAD #51-Countersign Ballot
- G. FY 23 Audit and Fixed Assets Engagement Letters

**VII. Public Comment - Non-Agenda Items**

**VIII. 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-Selectperson Perrin
- B. Town Manager's Report
- C. Department Heads Quarterly Report
- D. Financial Reports

**IX. Old Business**

**X. New Business**

- A. MDOT Construction Overload Permit Agreement
- B. Grant Match Expense

**XI. Any Other Business**

**XII. 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

May 2, 2023

#### VI. Consent Agenda

##### A. Municipal Accounts Payable Warrants

#85	\$	10,754.92
#86	\$	10,045.89
#89	\$	114,616.52
#90	\$	12,069.00
#91	\$	181,557.59

##### B. Municipal Payroll Warrants

#87	\$	13,985.81
#88	\$	41,883.08
#92	\$	39,155.26

##### C. Select Board Minutes-April 4, 2023

##### D. Special Select Board Minutes-April 25,2023

##### E. Special Town Meeting Warrant

##### F. MSAD #51-Countersign Ballot

##### G. FY 23 Audit and Fixed Assets Engagement Letters

#### Suggested Motion

**To approve the consent agenda as presented and authorize the Town Manager to sign the audit engagement letters.**

Motion \_\_\_\_\_, Second \_\_\_\_\_ Vote \_\_\_\_\_

#### X. New Business

##### A. MDOT Construction Overload Permit Agreement

Maine DOT is asking North Yarmouth to agree to issue a permit, if necessary, for overweight equipment on Town streets pursuant to 29-A MRSA § 2382 for a large culvert located on Rout 115 approximately 0.03 miles south of the intersection with Mill Road in North Yarmouth (Project 023693.00). This agreement stipulates that the municipality will issue a permit for the stated period of time to the MDOT contractor for transporting construction equipment that exceeds legal weight limits over municipal road. The specific municipal roads involved are not known at this this time, as the contractor's plan of operation won't be known until the start of work.

# Town of North Yarmouth

## Select Board Business

### *Summary of Recommended Motions & Other Action Items*

#### **Suggested Motion**

**Agree that a construction overlimit permit will be issued to the contractor for the MDOT projects listed above allowing the contractor to haul non-divisible overlimit loads on municipal ways and authorize the Town Manager to establish permit conditions to protect the Town's interest.**

Motion \_\_\_\_\_, Second \_\_\_\_\_ Vote \_\_\_\_\_

#### **B. Grant Match Expense**

At the FY 23 Annual Town Meeting, the voters authorized the Select Board to expend up to \$25,000 from Unassigned Fund Balance, if necessary, as matching funds for any grant.

I would like the Select Board to authorize the use of these matching funds for Engineering Services (Dirigo Engineering) to complete the Sweetser Road Culvert Project. The Town received a \$125,000 Stream Crossing Grant through the State of Maine.

Previous engineering expenses were funded through the Roadway Reserve account.

#### **Suggested Motion**

**Approve expenditures up to \$25,000 for engineering services for the Sweetser Road Culvert project from Undesignated Fund Balance**

Motion \_\_\_\_\_, Second \_\_\_\_\_ Vote \_\_\_\_\_

**Town of North Yarmouth  
Select Board  
Meeting Minutes April 04, 2023, 7:00 PM**

**Call to Order**(1:17:13-1:21:38)- Members Present: Brian Sites, Chairperson, Amy Haile, Vice Chairperson, Paul Hodgetts, Selectperson, Katherine Perrin, Selectperson, and Andrea Berry, Selectperson, and Diane Barnes, Town Manager.

Pledge of Allegiance.

**History Minute**, presented by Vice Chairperson Amy Haile

It's budget time, and dollars and cents need to be accounted for. Back in the day our town expenses look very different from today. Town reports detail how every penny was spent, and how federal dollars were used. It's important to note that programs such as the WPA (Works Progress Administration), the CWA [Civil Works Administration], and the CCC (Civilian Conservation Corps) were instituted by Frances Perkins, FDR's Secretary of Labor, whose roots are in Newcastle Maine. She has been called "the architect of the New Deal" and was largely responsible for establishing a minimum wage, work-hour limitations, and the Social Security Act.

Federal dollars contributed to the bottom line here in North Yarmouth. For example, in 1935 ...

- Charles Dunn and H. L. Fuller were paid with federal money to deliver food.
- CWA funds were used to pay Lester Smith, owner of the general store (now Trudy Bird), for supplies.
- A typewriter was rented for \$6.00 for town officials to use.
- Schools were reimbursed by the CWA for supplies and even to pay William Rollins \$1.50 to repair a lock on one of the schoolhouses. Irel Gaudet was paid \$3.00 to sharpen tools. These small sums might seem small, but in 1935, \$1.00 was worth \$18.00 in today's money. Every bit of cash was critical for farming families who often didn't have much left over after selling the crops they raised. Men supplemented the family income by hiring out to do town roadwork in the summer and by shoveling or plowing in the winter. A few women worked in the schools at teaching, clerical, or custodial jobs. Cobbling together a living was the norm. Every cent helped.
- Importantly, in 1936 and 1937, the town launched a town-wide upgrade of our roads, funded in great part by the WPA. Thirteen town roads that desperately needed work were improved. 3,000 yards of gravel and 600 yards of stone were laid down by crews of fourteen men. Local trucks were leased; gravel, oil, and supplies were purchased from local businesses, and some workers' transport was paid. This was the beginning of paved roads in town; Routes 115 and part of Route 9 were blacktopped. The cost to the town in total was \$388; the state contributed \$690, and the WPA contributed \$8,820.
- Brown tail moth and Gypsy moth control programs were also funded in part by the WPA in 1939 and 1940. These pests were as much a problem back then as now.

By the mid-1940s, most New Deal government programs were discontinued. But North Yarmouth was left with permanent benefit, both public and private. Many people found employment and new professions, and new infrastructure and improvements brought towns like North Yarmouth firmly into the modern age. The 1930s were perhaps a watershed time for our town. In 1930, only 569 people lived in North Yarmouth, a loss from the decade before—we had been losing population ever since Yarmouth seceded from North Yarmouth in 1849. But the town's population started gaining by 1940, and in 1950, 1,140 lived here. We have been climbing ever since. Our population is now at 4,000.

**Appointment** (1:21:39-1:26:42)

EDSC- Eliza Bachelder-Regular Member-Term Expiring 6/30/2024

Kit Maloney, EDSC Chairperson, Walnut Hill Road requesting that Eliza Bachelder be appointed as an EDSC Member.

**Selectperson Perrin, seconded by selectperson Berry moved to appoint Eliza Bachelder as a regular member to the EDSC with a term expiring 6/30/2024. Vote 5 Yes/0 No.**



**Consent Agenda:** (1:26:43-1:27:00)

Municipal Accounts Payable Warrants

#81 \$ 5,777.87  
#82 \$ 7,863.95  
#84 \$ 793,230.87

Municipal Payroll Warrants

#83 \$ 39,592.77

Select Board Minutes-March 21, 2023

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

**Public Comment:** (1:27:01-1:33:59)

David Reed, County Creek, Bill Young was removed from his committee position without due process.

He is still a voting resident of the town. The town has followed no process to contest his voting residency through the appropriate legal channels. The town has no process for involuntary removal from office due to forfeiture. State Law only allows removal from a committee for cause and outlines due process provisions. It is the selectboard's responsibility to follow the process outlined in State Law to remove a committee member due to cause. Please give him the due process any board member of this town deserves.

Paul Whitmarsh, Wild Turkey Lane, He was reviewing the appointment process policy and feels some on the process was skipped. He is not against the appointment but feels the Selectboard should follow the process they have in place.

Judy Potter, Walnut Hill Road, are we allowed to have comments on old and new business? Chairperson Sites advised yes.

Linc Merrill, North Road, The intersection Parsonage Road and RT 115. The survey presented to the planning board for the project at Deacon Hayes shows the road and proposed sidewalk is not on town property. He stated that the Town cannot maintain things that are not on town property. He is not sure if the town has acted on it. He wishes someone would focus on what we are going to do about that.

David Reed, County Creek, Does the selectboard have any plans to improve on any administrative functions in the town government? Recently the ZBA overturned a decision on the Code Enforcement Office. What he understands is that it was pretty cut and dry case. Are there any plans by the board to make sure these things do not happen again? He does not want lawsuits and expensive bills for the town.

**Old Business-**(1:33:60-1:36:52)

LUO Amendment Procedure Policy-Update

Chairperson Sites advised LUO Amendment Procedure came back from legal and there is more information needed so he wants to table action and include the item on a future agenda.

**New Business** (1:36:53-1:58:09)

GPCOG General Assembly Delegates

GPCOG's General Assembly is made of delegates from their members. The Town of North Yarmouth has two delegates, and last year, Brian Sites was a delegate representing the Town of North Yarmouth. GPCOG's annual meeting and Summit are going to be held on Thursday, May 25, 2023, at St. Joseph's College in Standish. They are asking the Town to send their list of delegates and alternates for the General Assembly.

**Selectperson Hodgetts seconded by Selectperson Berry moved to appoint Kit Maloney, EDSC Chairperson and Amy Haile, Vice Chairperson to represent the Town of North Yarmouth at the General Assembly for 2023. Vote 5 Yes/0 No.**

Walnut Hill & Cumberland Roads Pedestrian Improvements (PACTS) Bid Award

On March 28, 2023, bids were opened for the Walnut Hill and Cumberland Roads Pedestrian Improvements project. Four bids were received as follows:

Pratt & Sons, Inc.	Mechanic Falls, ME	\$423,200.00
A.H. Grover Inc.	Cumberland, ME	\$437,742.25
Aceto & Sons Earthwork LLC.	Lisbon, ME	\$473,107.50
Storey Brothers Inc.	Cumberland, ME	\$512,317.50

The most recent cost estimate for the construction of the project was \$441,000, therefore, we fill this bid represents a fair market price for the work. Pratt & Sons is a well-known contractor capable of completing the scope of work included in the project. We recommend that the Town award the contract to Pratt & Sons, subject to availability of funding and voters’ approval at Town meeting in June.

**Chairperson Sites, Seconded by Vice Chairperson Haile moved to award the bid to Pratt & Sons and authorize the Town Manager to execute the contract documents. Vote 5 yes/0 No.**

Cluff Road Turnaround Easement

The purpose of this easement is to allow for the Town, as well as members of the public, to use the Easement Area for the turnaround of motor vehicles, including but not limited to snowplows and school busses.

Clark Baston, Public Works Director, spoke to Donald Cluff about conveying a Public Turnaround Easement to the Town and has agreed to do so.

Owen Haskell, Inc. has been working with the Town to prepare a legal description/plan showing the turnaround area so that legal can prepare the access easement for the residents to vote on at the annual Town Meeting in June.

Clark Baston, PW Director on site to answer any questions.

**Selectperson Perrin, seconded by Selectperson Hodgetts moved to authorize the Town Manager to work with legal to draft warrant language and an easement for the public turnaround. 5 yes/0 No.**

LUO Table 7.1 Definitions & Citation Updates

The Planning Board is proposing amendments to Table 7.1 Definitions of the Land Use Ordinance. The proposed amendments will need Legal/Planning review before the Planning Board can schedule a public hearing.

Paul Whitmarsh, Wild Turkey Lane and Trey Milam, Haskell Road were present to explain the proposed LUO amendments to Table 7.1, Definitions and Citation updates.

**Vice Chairperson Haile, seconded by selectperson Hodgetts moved to authorize the Town Manager to send the proposed amendments and citation updates to Legal and the Town Planner for Review. Vote 5 yes/0 No.**

**Any Other Business** (1:58:10-2:03:52)

Andrea Berry Selectperson advised Eco Maine is holding an Earth Day Celebration at the Community Center on April 22,2023 from 9 AM to 1 PM. They invited a member of the selectboard to welcome everyone. She is happy to do that unless anyone else would like to. No one objected and Chairperson Sites said she would be the best person to do the welcome.

Other events: Sue Inches, environmentalist will speak on Monday April 24, 2023, at 6:30 at the Community Center to talk about easy things you can do to address climate changes in the home.  
April 30, 2023, Junk in the Trunk. Swap and share event. Contact the Community Center if interested.

Paul Hodgetts, selectperson had some concerns about meetings overlapping. Can we do anything to change this?

Diane Barns, Town Manager advised due to the room availability they are doing the best they can. The budget is taking meeting room space this month and, the past storms have been a contributing factor. We cannot record meetings in other rooms until we have the new equipment. Things should calm down after April.

**Adjournment**

**Chairperson Sites, seconded by Vice Chairperson Haile moved to adjourn at 7:50 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

**Town of North Yarmouth  
Select Board  
Special Meeting Minutes April 25, 2023, 6:00 PM**

**Call to Order**(17:15-28:43)- Members Present: Brian Sites, Chairperson, Amy Haile, Vice Chairperson, Paul Hodgetts, Selectperson, Katherine Perrin, Selectperson, and Andrea Berry, Selectperson, and Diane Barnes, Town Manager.

Pledge of Allegiance.

**MSAD # 51- Countersign Ballots**

The first ballot is to be countersigned by the Select Board for the June 13, 2023, election is for MSAD #51 to issue bonds and other evidences of indebtedness in the name of the District in an amount not to exceed \$1,000,000 through the State of Maine's zero interest rate/loan forgiveness School Revolving Renovation Fund Program for indoor air quality renovations, repairs and improvements to Greeley High School.

**Chairperson Sites, seconded by Selectperson Berry moved to countersign the ballot with the Town of Cumberland to announce the election. Vote 5 Yes/0 No**

The second ballot is to be countersigned by the Select Board for the June 13, 2023, election is for MSAD #51 to purchase approximately 2.38 acres of land in Cumberland adjoining the existing school campus, together with an easement to provide access and utilities from Tuttle Road, for the sum of \$756,000 pursuant to an option agreement with William D. Wyatt (the "Seller"); and to fund the land purchase price by issuing a \$700,000 bond with the balance of the land purchase price.

**Selectperson Haile, seconded by Selectperson Perrin moved to countersign the ballot with the Town of Cumberland to announce the election. Vote 5 Yes/0 No.**

**Selectperson Berry, seconded by Selectperson Haile, moved to adjourn the special meeting at 6:15pm. Vote 5 Yes/0 No.**

Diane Barnes, Recording Secretary

Select Board

\_\_\_\_\_  
Brian Sites, Chair

\_\_\_\_\_  
Amy Haile, Vice Chair

\_\_\_\_\_  
Paul Hodgetts

\_\_\_\_\_  
Katherine Perrin

\_\_\_\_\_  
Andrea Berry

To: Clark Baston, a resident in the Town of North Yarmouth, County of Cumberland, and State of Maine.

MUNICIPAL ELECTION NOTICE

GREETINGS: You are hereby notified that the Municipal Election, set forth in Articles 1-2 of this Warrant, will be determined by secret ballot by a vote in conformity with sections 2528 to 2532 of Title 30-A of the Maine Revised Statutes, as amended, at the Wescustogo Hall and Community Center, 120 Memorial Highway, North Yarmouth, Maine on Tuesday the 13<sup>th</sup> day of June 2023. The polls will be open between the hours of 7:00 AM and 8:00 PM.

The Registrar of Voters, Debbie Allen Grover, gives notice that the registrar’s office will be in session from 7:00 AM to 8:00 PM at the Wescustogo Hall and Community Center on Tuesday, June 14, 2022, for the purpose of registering new voters and correcting the current list of voters.

**ARTICLE 1.** To choose a Moderator to preside at said Special Town Meeting and Election.

**ARTICLE 2.** To elect by secret ballot:

- Two (2) seats for Budget Committee for a 3-year term
- One (1) seat for Cemetery Commissioner for a 2-year term.
- One (1) seat for Cemetery Commissioner for a 5-year term.
- One (1) seat for MSAD#51 Board of Directors for a 3-year term.
- Two (2) seats for Select Board for a 3-year term.

Given under our hands this 2<sup>nd</sup> day of May 2023 at North Yarmouth, Maine.

Select Board

\_\_\_\_\_  
Brian Sites, Chairperson

\_\_\_\_\_  
Amy Haile, Vice Chair

\_\_\_\_\_  
Andrea Berry

\_\_\_\_\_  
Katherine Perrin

\_\_\_\_\_  
Paul Hodgetts

A true copy of the warrant,

Attest: \_\_\_\_\_, Debbie Allen Grover, Town Clerk

RETURN OF THE WARRANT

North Yarmouth, Maine      May \_\_\_\_\_, 2023.

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town qualified as herein expressed, to meet at said time and place, and for purposes therein named, by posting an attested copy of said warrant at the Town Office, North Yarmouth Variety, Fire Rescue Station, Toddy Brook Café and Wescustogo Hall & North Yarmouth Community Center in said town, being public and conspicuous places in said town, on the \_\_\_\_\_ day of May, 2023, being at least seven (7) days before the meeting.

\_\_\_\_\_  
Clark Baston, Resident



*Proven Expertise & Integrity*

April 25, 2023

Ms. Diane Barnes, Town Manager  
Town of North Yarmouth  
10 Village Square Road  
North Yarmouth, Maine 04097

Dear Ms. Barnes,

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide the Town of North Yarmouth for the fiscal year ended 2023.

We will apply the agreed-upon procedures which the Town has specified, indicated below, to provide for Fixed Assets services for the fiscal year ended 2023.

Our Responsibilities and Services to be Performed:

- Maintain a list of the Town's fixed assets as they have been provided and updated annually by the Town.
- Classify and identify the useful lives of those fixed assets in accordance with IRS standards and other applicable regulatory authority guidelines, using information provided by the Town.
- Provide annual depreciation amounts in accordance with IRS standards and other applicable regulatory authority guidelines for the preparation of the Town's financial statements.
- Provide a listing of the Town's fixed assets report on an annual basis for the Town's review and use for the preparation of the Town's financial statements.

This engagement is solely to assist the Town with the above-mentioned Fixed Asset services. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified above. Consequently, we make no representation regarding the sufficiency of the procedures described above for any purpose. If, for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in a report or will not issue a report as a result of this engagement.

Because the agreed-upon procedures listed above do not constitute an examination, we will not express an opinion on Fixed Asset services. In addition, we have no obligation to perform any procedures beyond those listed above.

Ron Smith is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Town's Responsibilities:

During our engagement, the Town's management is responsible to provide us with annual additions and deletions to the fixed asset database in compliance with the Town's own adopted policies and procedures, including, but not limited to:

- all required or requested documentation to verify fixed asset purchase details (including which Town account(s) were expensed for the asset in their accounting system)
- all documentation needed to appropriately identify and classify the fixed asset
- all documentation needed to verify ownership of the fixed asset
- any specific details regarding the useful life of the fixed asset (as applicable)
- specific details regarding any asset retirement obligations or restrictions on the fixed asset

Unless unforeseeable problems are encountered, the engagement should be completed by June 30, 2024.

The above-mentioned Fixed Asset services will be provided at a flat rate charge of \$250 to be billed on an annual basis. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of procedures.

RHRS/FA1/23  
RESPONSE:

This letter correctly sets forth the understanding of the Town of North Yarmouth.

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

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

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



*Proven Expertise & Integrity*

April 25, 2023

Ms. Diane Barnes, Town Manager  
Town of North Yarmouth  
10 Village Square Road  
North Yarmouth, Maine 04097

Dear Ms. Barnes,

We are pleased to confirm our understanding of the services we are to provide the Town of North Yarmouth for the year ended June 30, 2023. We will audit the financial statements of the governmental activities, any business-type activities, any aggregate discretely presented component units, each major fund, and any aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Town of North Yarmouth of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the basic financial statements of the Town of North Yarmouth. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. As part of our engagement, we will apply certain limited procedures to the Town of North Yarmouth RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis

We have also been engaged to report on supplementary information other than RSI that accompanies the Town of North Yarmouth's financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements.

3 Old Orchard Road, Buxton, Maine 04093

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## **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the Town of North Yarmouth and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Town of North Yarmouth's financial statements. Our report will be addressed to the Selectboard of the Town of North Yarmouth. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Town of North Yarmouth is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

## **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited

to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town of North Yarmouth's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Other Services**

We will also assist the Town of North Yarmouth in: preparing draft financial statements that are based on management's chart of accounts and trial balance and any adjusting, correcting, and closing entries that have been approved by management; preparing draft Management's Discussion and Analysis and notes to the financial statements based on information determined and approved by management; reviewing Town of North Yarmouth-maintained depreciation schedules for which management has determined the method of depreciation, rate of depreciation, and salvage value of the asset, all in conformity with U.S. generally accepted accounting principles, permissible nonattest services under the AICPA Code of Conduct and nonaudit services under *Government Auditing Standards* for attest/audit engagements. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. Management responsibilities for these services are listed below.

We will perform the nonattest/nonaudit services in accordance with applicable professional standards, including the Code of Conduct issued by the American Institute of Certified Public Accountants. These services are limited to the financial statements and depreciation schedule services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, and contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

**Audit Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to oversight agencies; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of RHR Smith & Company and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to an oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of RHR Smith & Company personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by an oversight agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party (ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Ronald H.R. Smith is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed the amount broken down as follows:

<b>June 30, 2023:</b>	
Financial Statement Audit	\$15,550

*Additional annual price of Single Audit (if necessary) - \$3,000 for each major program*

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the

date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We appreciate the opportunity to be of service to the Town of North Yarmouth and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very Best,



RHR Smith & Company, CPAs  
RHRS/YB/23

RESPONSE:

This letter correctly sets forth the understanding of the Town of North Yarmouth.

Management signature: \_\_\_\_\_

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

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

## D.E. Rodrigues & Company, Inc.

### Certified Public Accountants

215 Pleasant St. Fl. 4 – PO Box 3634  
Fall River, Massachusetts 02722

Tel: (508)679-6079 (508)999-0020  
Fax: (508)672-4938

#### Report on the Firm's System of Quality Control

To RHR Smith & Company, CPAs and the Peer Review Committee of New England Peer Review:

We have reviewed the system of quality control for the accounting and auditing practice of RHR Smith & Company, CPAs (the Firm) in effect for the year ended September 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

#### Firm's Responsibility

The Firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The Firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

#### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance therewith based on our review.

#### Required Selections and Considerations

Engagements selected for review included audit engagements performed under Government Auditing Standards including compliance audits under the Single Audit Act. As a part of our peer review, we considered reviews by regulatory entities as communicated by the Firm, if applicable, in determining the nature and extent of our procedures.

#### Deficiency Identified in the Firm's System of Quality Control

We noted the following deficiency during our review:

1. The Firm's quality control policies and procedures with respect to engagement performance do not provide reasonable assurance that the Firm adequately performs and documents governmental audit engagements in accordance with professional standards. Consequently, on engagements performed under government auditing standards we noted that the firm's documentation incorrectly identified engagements as being low risk. On one engagement reviewed, not enough testing was done to satisfy the low risk rating. In our opinion, this matter contributed to the governmental audit engagement not being performed in accordance with professional standards in all material respects.

#### Opinion

In our opinion, except for the deficiency previously described, the system of quality control for the accounting and auditing practice of RHR Smith & Company, CPAs in effect for the year ended September 30, 2020 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency (105)*, or *fail*. RHR Smith & Company, CPAs has received a peer review rating of *pass with deficiency*.

*D.E. Rodrigues & Company, Inc.*

May 27, 2021

*Where Your Financial Success Begins*

Member: American Institute of Certified Public Accountants - Division for Firms  
Web: [WWW.Rodriguesaccounting.com](http://WWW.Rodriguesaccounting.com) Email: [Doug@rodriguesaccounting.com](mailto:Doug@rodriguesaccounting.com)



Town of North Yarmouth  
Code Enforcement Department  
**Quarterly Report**  
**January-March 2023**

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**Permit Comparison**

<b><u>Permit Type</u></b>	<b><u>Q1 2022</u></b>	<b><u>Q1 2023</u></b>
Occupancy Certificates	11	12
Building Permits	40	31
New Homes	18	13
Plumbing Permits	34	24
Septic Permits	19	9
Electric Permits	35	25
Subdivisions	1	1
Contract Zoning	0	0

**CEO Overview**

There was one more Certificate of Occupancy issued this first quarter compared to last year, with one of them being commercial for the barn space of Trudy Bird's. There were twenty five percent less building permits issued this quarter compared to last year and 5 less permits were pulled for new homes. Of the thirteen permits for "new homes" pulled this quarter, 6 of them were multifamily dwellings consisting of two three-unit buildings. Of those 6 permits pulled, two did not count towards the permit cap as they will be affordable housing. There were ten less plumbing permits pulled overall, and ten less septic permits pulled. There were also 10 less electrical permits pulled. Overall, there has been a 27% reduction in the amount of building, plumbing, and electrical permits pulled this first quarter compared to the first quarter of 2022. The Crossroad's subdivision was approved during the first quarter of last year, which included the thirteen building lots. During this past quarter the only approval for subdivisions was the Carriage Hill Amendment. This amendment added four buildable lots at the end of Carriage Hill Road.

Respectfully,  
Ben Scipione

Submitted by Ben Scipione  
Code Enforcement Officer Date: 04/11/2023



# Town of North Yarmouth Quarterly Department Head Report Fire Rescue Department

Reporting Period: 3rd Quarter January 2023 through March 2023 FY 2023

<b>Activity</b>	<b>FY2022</b>	<b>FY 2023</b>
Medical Calls	55	58
Fire Calls	50	49
Patient Evaluations	54	51
Transports	41	38
Public Assistance	4	7
Vehicle Accidents	5	8
Mutual Aid	18	15
Unauthorized Burning	0	0
Total Member Hours on Calls	433:23	511:10
Total Member Hours Training	525:00	413:00
Total Incidents	95	107

## Changes/Updates

Over the last quarter North Yarmouth Fire Rescue has had a few members complete their training for either EMS or Fire. 2 members have finished their EMT-B programs. Both have become licensed with the state and are completing their agency required call time before running calls on their own. This is to allow them to practice with an experienced provider is with them prior to running a call on their own. One call member has completed his training on his Firefighter I & II certifications.

Over the last quarter, North Yarmouth Fire has responded to 15 mutual aid fire and ems calls. 12 these were single alarm or multiple alarm fires. In most of these Chief Payson was assigned as the incident commander or placed as a vital part of the command staff running water supply, safety, and/or the operations commander. The Chief's car was also used on many of these calls as the command center for command staff to run the incident safely.

Over the past 3 months, we have responded to numerous propane gas incidents and structure fires. I would like to highlight a few incidents for you:

- On March 13, 2023, North Yarmouth Fire was dispatched to a possible propane leak at 70 Milliken Road. I would like to take a moment to thank all of our members and our mutual aid for responding on the incident. During that incident, we were also in the middle of a winter storm with about 8" of heavy, wet snow on the ground. Visibility during the response was down to about 1/8 of a mile due to the weather conditions. Chief Payson and E-52 arrived on scene to find two 500-gallon propane tanks leaking that had been damaged by a tree falling. There was also a heavy smell of propane in the air well over 800' away from the incident. With this condition, Chief Payson requested the all hands assignments, bringing all of North Yarmouth Apparatus and our mutual aid partners to the scene. We shuttled approximately 12,000 gallons of water to the scene with tank trucks to bring the incident under control. This was significant challenge due to the weather conditions. I would like to give a special thanks to North Yarmouth Public Works for ensuring the travel route for the tank trucks was kept clean and a priority. This helped make our incident safe and allowed me to function on the incident at hand.





# Town of North Yarmouth Quarterly Department Head Report Fire Rescue Department

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- On March 11<sup>th</sup>, 2023 North Yarmouth Chief Payson and Engine 52 was requested to respond to 170 Sabbathday Road in the Town of New Gloucester for a Reported Building Fire. New Gloucester arrived on scene with engine company reporting a working fire. Chief Payson was the first in Chief on the incident and assumed command. When I arrived on scene was, I was told there was 4 people missing and possibly trapped in the burning structure. I requested a second alarm for manpower, Life Flight, and 4 additional ambulances in the event that we needed them. North Yarmouth responded to the fire with Chief 501, E-52, Tank-53, and E-51 with 9 personnel. Interim Chief Bouchard arrived on scene and assumed command; I was then assigned as in charge of the operational tasks of the incident.

I bring up both calls of examples of what we do as a department and the manpower that is required during incidents. There were many other incidents over the last few months that were equally as challenging and just as tragic. Both examples show why all of apparatus are so important to not only our community but to our mutual aid communities as well. Each of the surrounding communities are running automatic aid agreements on structure fire assignments. This is due to the need for apparatus and personnel on the scene of a fire as quickly as possible.

## **Project(s) Update**

Port City Architecture has finished their initial report. As you recall Port City gave an overview of their report and recommendations of our space needs. I am working with Port City on moving forward with what the needs of the next steps will entail.

## **Coming Up**

I am still currently working with Cumberland County EMA on updating the Town of North Yarmouth Emergency Operations Plan. We have made some great progress with the plan and are currently meeting monthly to discuss any changes and updates needed.

On April 13<sup>th</sup>, North Yarmouth Fire is hosting a basic pumps class. I initially set this program up for our department. Since then, I have opened it up to our area departments since the need for this class is there and not be offered elsewhere. I am happy to say we will have 7 members of North Yarmouth Fire attending the class with a total of 17 firefighters. Participating agencies are Cumberland Fire, Gray Fire, North Yarmouth Fire, and New Gloucester Fire.

Lastly over the next few months we will be working on our annual budget requests.

Respectfully Submitted,  
April 6, 2023

Gregory Payson  
Fire Rescue Chief/EMA Director/ Public Health Officer, Fire Rescue Department



## Town of North Yarmouth

# Quarterly Report – Municipal Administration Department

Reporting Period: **January | February | March - FY23**

### Voter Registration

Fiscal Year	Democrat	Green	Libertarian	Republican	Un-Enrolled	Total Voters
<b>2023</b>	1533	135	2	1043	1082	3795
<b>2022</b>	1495	133	2	1027	1079	3736

### Upcoming Elections

- Tuesday, [June 13, 2023](#) – Municipal Officers | MSAD 51 Budget Validation Referendum.
  - April 14, 2023 MSAD and Municipal draft ballots will be submitted to ES&S for printing and programing.
  - Absentee Ballots available May 15, 2023.

<u>Communications</u>	<i>(number of subscribers)</i>	<b>FY23</b>	<b>FY22</b>
• <a href="#">Reminders From Town Hall</a>		1009	971
• <a href="#">Facebook</a>		1810	1728
• <a href="#">Instagram</a>		707	645
• <a href="#">Twitter</a>		375	362
• TextMyGov (Opt-Ins/Help Notification Messages)		60	5
• <a href="#">Town Hall Streams</a> – Live Connections*		667	1509

\*Note: Connections are not necessarily 1 person per meeting, if someone lost their connection 5 times and reconnected 5 times, those numbers are included in these totals. See Attached Reports.

### Notes

- New hire for the Administrative Assistant to Code Enforcement & Assessing Departments assumed duties on January 25, 2023.
- Next recipient of the Boston Post Cane has been confirmed working on a presentation date.
- Budgets for Fiscal Year 2024 working with Town Manager and Department Heads.
- Moderator for the Annual Town Meeting has been confirmed.
- Renewal packets for MMA Property and Casualty have been completed.
- Quarterly “KnowBe4” cyber safety training for all staff with a northyarmouth.org email address has begun.
- Preparing for Spring burials has begun in the cemeteries and in the office.
- Working on grant application for recycling totter purchase.
- Cleanup Day confirmed for Saturday, May 5, 2023 (8am to 1pm).

Submitted by Debbie Grover, Assistant Town Manager

**TOWNHALL STREAMS LIVE VIEWS REPORT 1/1/2023 TO 3/31/2023**

<b>Average View Time</b>	<b>View Time</b>	<b>Connections</b>	<b>Event</b>
19.00 mins	517.73 mins	31	Select Board Meeting on 01/03/2023
13.03 mins	118.90 mins	19	EDSC Meeting on 01/05/2023
15.57 mins	102.32 mins	13	Planning Board Meeting on 01/11/2023
6.37 mins	108.50 mins	17	Select Board Workshop and Meeting on 01/17/2023
52.25 mins	2,050.32 mins	86	Zoning Board of Appeals on 01/19/2023
25.37 mins	393.62 mins	22	Planning Board Workshop on 01/24/2023
21.33 mins	292.30 mins	26	EDSC Meeting on 01/26/2023
7.65 mins	233.95 mins	62	Zoning Board of Appeals on 02/01/2023
32.98 mins	325.68 mins	11	Special Town Meeting on 02/05/2023
54.55 mins	1,252.10 mins	45	Select Board Meeting on 02/08/2023
18.17 mins	309.53 mins	23	Planning Board Meeting on 02/15/2023
26.33 mins	1,653.03 mins	95	Select Board Workshop on 02/22/2023
2.73 mins	6.28 mins	5	EDSC Meeting on 02/25/2023
87.67 mins	1,101.53 mins	16	Planning Board Workshop on 02/28/2023
23.55 mins	411.68 mins	22	Planning Board Workshop on 03/02/2023
6.12 mins	61.27 mins	10	Select Board Workshop and Meeting on 03/07/2023
45.85 mins	1,354.47 mins	61	Zoning Board of Appeals on 03/09/2023
35 seconds	1.18 mins	2	Planning Board Meeting on 03/14/2023
11.00 mins	209.05 mins	19	Select Board Meeting on 03/21/2023
10.67 mins	373.78 mins	35	Zoning Board of Appeals on 03/22/2023
26.48 mins	325.72 mins	31	EDSC Meeting on 03/23/2023
85.20 mins	645.08 mins	16	Planning Board Workshop on 03/30/2023

**TOWNHALL STREAMS LIVE VIEWS REPORT 1/1/2022 TO 3/31/2022**

<b>Average View Time</b>	<b>View Time</b>	<b>Connections</b>	<b>Event</b>
57.60 mins	1,567.48 mins	29	Select Board Meeting on 01/04/2022
19.00 mins	722.53 mins	38	Planning Board Meeting on 01/11/2022
51 seconds	51 seconds	1	Select Board Meeting on 01/18/2022
77.20 mins	2,861.42 mins	104	Planning Board Workshop on 01/19/2022
24.42 mins	196.10 mins	15	Economic Development & Sustainability Committee Meeting on 01/28/2022
43.08 mins	1,501.88 mins	43	Select Board Meeting & Workshop on 02/02/2022
11.80 mins	820.78 mins	102	Select Board Budget Workshop on 02/10/2022
44.50 mins	1,710.35 mins	73	Select Board Workshop with MSAD 51 & Meeting on 02/16/2022
34.17 mins	398.10 mins	22	Planning Board Workshop on 02/23/2022
22.92 mins	103.78 mins	14	Economic Development & Sustainability Committee Meeting on 02/24/2022
30.58 mins	5,818.82 mins	514	Select Board Forum & Meeting on 03/01/2022
1.23 mins	28.47 mins	46	Select Board Budget Workshop on 03/02/2022
28.27 mins	298.95 mins	29	Budget Committee Meeting on 03/03/2022
1.12 mins	2.23 mins	2	Planning Board Meeting on 03/08/2022
18.48 mins	998.55 mins	54	Select Board Budget Workshop on 03/09/2022
23.17 mins	63.43 mins	6	Budget Committee Meeting on 03/10/2022
22.95 mins	80.78 mins	9	Planning Board Workshop on 03/15/2022
13.33 mins	400.07 mins	30	Select Board Budget Workshop on 03/16/2022
15.53 mins	419.45 mins	27	Budget Committee Meeting on 03/17/2022
1.28 mins	11.68 mins	9	Economic Development & Sustainability Committee on 03/21/2022
18.63 mins	167.82 mins	9	Planning Board Workshop & Meeting on 03/22/2022
11.30 mins	1,423.98 mins	126	Select Board Budget Workshop on 03/23/2022
28.75 mins	430.93 mins	31	Budget Committee Meeting on 03/24/2022
2.12 mins	19.13 mins	9	Planning Board Workshop & Meeting on 03/28/2022
6.45 mins	614.28 mins	95	Select Board Meeting on 03/29/2022
30.28 mins	2,082.33 mins	72	Select Board Joint Workshop with Budget Committee on 03/31/2022



## Quarterly Report - Public Works Department 2023-January/February/March

### General Maintenance of Parks & Grounds

- Dump trash cans at Parks, restock dog waste bags.
- Pick up tree limbs and sticks.
- Grade parks parking lots and driveways.
- A car accident damaged fence walnut hill cemetery.

### ***PW Building Maintenance:***

- Ice dam removal at WH&CC.
- Repair wind damage to roof shingles at Pw's office building.
- Pumped septic tanks at all town buildings.

### ***Heavy Equipment:***

- Maintenance of equipment
- Assist Fire/rescue with maintenance of Fire rescue equipment.

### ***Road Maintenance:***

- Repair and install street signs at various locations.
- Pick up roadkill.
- Tree, limb and brush removal, West Pownal road, Doughty Road, Prince well road, and Wescustogo road.
- Pothole patching.
- Spring road heavy load road postings- Started Feb.14 to March 13.
- Temporary road repair due to muddy conditions on gravel sections of Lufkin Road and Sweetser roads.
- Grade dirt roads/ Training new grader operator.

### ***Other:***

- Open brush dump as needed.
- Attend MDOT Maine local roads center flagging class for three employees.
- Me. Public Utilities Commission 811, dig safe class.
- Installed public information signs as directed by the Town clerk.
- Assist WH&CC as requested.
- Pick up waste oil for winter heat.
- On-call snowplow driver received Class b commercial driver's license
- Winter salt usage: Budget for 850 tons per year, Purchased for the 22-23 season, 819.35 tons for 28 storms to April 1st.
- Work on pw's annual budget for 23-24.
- Brown tail moth tree inspections

***Changes/Updates:***

- Working on underground culvert inventory
- Working on. "Municipal Disaster Debris management plan"
- Review of Winter roads policy
- Updates and corrections to Road Ordinance

***Projects:***

- Working on Sweetser road/Toddy brook culvert replacement.
- ***Walnut hill rd./Cumberland rd. intersection and sidewalk safety improvements***
- ***Cluff road turn around project.***

***Storms: 19 winter storms/ 9-jan,6-feb, 4-march***



# Town of North Yarmouth Quarterly Department Head Report Wescustogo Hall & North Yarmouth Community Center

Reporting Period: January 10, 2022 – March 31, 2023

Department Head: Jackie Hersey

## STATISTICS

Usage	January	February	March
Open Gym / Walking	107	193	240
Pickleball	234	286	306
Meetings	10	12	10
Programs	15	20	25
Community Groups/Events	6	5	6
Rentals	2	8	6
<b>TOTALS</b>	<b>374</b>	<b>524</b>	<b>593</b>
Operating Hours	January	February	March
Monthly	228	263	322
Weekly Average	57	65.75	64.4

## REPORT

The Community Center has been bustling with meetings, recreation programs, events, and banquets. Numbers for pickleball have steadily increased and using the Spond app has been helpful for both Jackson and I. Our member group has grown to 279 members. We helped start a new community crafting group that is open to residents of CNY, hosted 3 sports banquets for GHS, and held the Enchanted Ball with the recreation department. We also agreed to host two new girl scout troops for their meetings.

The community center was open 12 hours each weekday during basketball season and sometimes longer depending on meetings. Many of these nights we had each room full with anything from Boy/Girl Scout meetings, 4H Club gatherings, or dance/exercise classes. The weekends were busy, too. We only closed the center for MLK Day and storms.

We had a jump in rentals in February and held steady in March. Our kiddie gym has grown in popularity and sparked a new program for the same age group to emerge. The amount of people coming for our drop in programs has also grown steadily over the last few months.

Respectfully Submitted,

Jackie Hersey  
Wescustogo Hall & North Yarmouth Community Center Director

January 1, 2023 - March 31, 2023 Investment Report  
Investment Account Activity - Reserve Balances

Reserve Account	Beg. Balance	Transfers In	Transfers (Out)	Expenses	Interest & Dividends <sup>3</sup>	Investment Gains (Losses) <sup>3</sup>	Investment Expenses <sup>3</sup>	Due from Reserves to General Fund <sup>2</sup>	Ending Available Balance <sup>1</sup>
Public Works and Fire Rescue Small/Heavy Equipment Reserve	\$ 201,440.51	\$ -		\$ 1,343.62	\$ 479.47	\$ (253.37)	\$ -	\$ 203,010.23	
Technology/Communication Reserve	\$ 4,839.65	\$ (2,635.18)	\$ 1.45	\$ 5.23	\$ (2.77)	\$ -	\$ 2,208.38		
Future Land Reserve	\$ 21,693.92	\$ 5,000.50	\$ -	\$ 174.99	\$ 63.36	\$ (33.63)	\$ -	\$ 26,899.14	
Parks and Recreation Reserve	\$ 49,445.32	\$ -	\$ -	\$ 324.02	\$ 117.34	\$ (62.28)	\$ -	\$ 49,824.40	
Municipal Facilities Reserve	\$ 22,696.99	\$ 18,783.00	\$ -	\$ 271.49	\$ 98.35	\$ (52.22)	\$ -	\$ 41,797.61	
Contingency Reserve	\$ 6,432.99	\$ 10,000.00	\$ -	\$ 107.42	\$ 38.93	\$ (20.69)	\$ -	\$ 16,558.65	
Records Preserve Reserve	\$ 2,397.07	\$ 2,500.00	\$ -	\$ 32.17	\$ 11.63	\$ (6.16)	\$ -	\$ 4,934.71	
Roadway Reserve	\$ 44,068.14	\$ 62,361.00	\$ -	\$ 695.85	\$ 252.38	\$ (134.06)	\$ -	\$ 107,243.31	
	\$ 353,014.59	\$ 98,644.50	\$ (2,635.18)	\$ (2,635.18)	\$ 2,951.01	\$ 1,066.69	\$ (565.18)	\$ 452,476.43	

Town Meeting Approved Appropriations

Reserve Accounts	Approved at Town Meeting	Transferred	Remaining to be Transferred
Public Works and Fire Rescue Small/Heavy Equipment Reserve	\$ -	\$ -	\$ -
Technology/Communication Reserve	\$ -	\$ -	\$ -
Future Land Reserve	\$ 10,000.00	\$ 10,000.00	\$ -
Parks and Recreation Reserve	\$ -	\$ -	\$ -
Municipal Facilities Reserve	\$ 37,566.00	\$ 37,566.00	\$ -
Contingency Reserve	\$ 20,000.00	\$ 20,000.00	\$ -
Records Preserve Reserve	\$ 5,000.00	\$ 5,000.00	\$ -
Roadway Reserve	\$ 124,723.00	\$ 124,723.00	\$ -

Notes

<sup>1</sup>Ending Available Balance: the balance as of the end of the month minus the expenses incurred that month

<sup>2</sup>Due from Reserves to General Fund: the balance owed to the general fund that has yet to be transferred. This amount is not included with the account's ending available balance.

<sup>3</sup> Available quarterly



# SELECT BOARD EXPENSE REPORT

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET	---- Y T D ----		UNEXPENDED	PERCENT
	NET	DEBITS	CREDITS	BALANCE	SPENT
110 - MUNICIPAL ADMINISTRATION	633,623.00	500,611.38	24,315.43	157,327.05	75.17
<b>01 - MUNICIPAL ADMIN OPERATIONS</b>	<b>475,339.00</b>	<b>332,395.28</b>	<b>13,048.36</b>	<b>155,992.08</b>	<b>67.18</b>
5100 - FULL TIME WAGES	356,063.00	250,228.70	4,113.07	109,947.37	69.12
5110 - OTHER WAGES	6,500.00	0.00	0.00	6,500.00	0.00
5112 - SELECT BOARD STIPEND	0.00	0.00	0.00	0.00	----
5120 - OVER TIME WAGES	5,000.00	1,729.97	0.00	3,270.03	34.60
5130 - ALLOWANCES	3,290.00	2,084.52	0.00	1,205.48	63.36
5140 - TRAINING	1,855.00	1,655.00	0.00	200.00	89.22
5143 - MDOL SAFETY FINES	500.00	0.00	0.00	500.00	0.00
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	8,478.00	11,530.00	3,868.00	816.00	90.38
5210 - POSTAGE	7,640.00	5,011.99	0.00	2,628.01	65.60
5212 - REGISTRY OF DEEDS	900.00	542.00	418.00	776.00	13.78
5214 - ADVERTISING	1,500.00	3,766.97	0.00	-2,266.97	251.13
5216 - SOFTWARE	41,708.00	29,435.45	675.48	12,948.03	68.96
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	10,228.17	1,246.78	3,018.61	74.84
5226 - OFFICE EQUIPMENT	5,165.00	5,252.65	13.99	-73.66	101.43
5228 - ELECTIONS/REGISTRAR OF VOTERS	8,000.00	4,392.42	0.00	3,607.58	54.91
5330 - HYDRANTS	0.00	0.00	0.00	0.00	----
5331 - TECHNOLOGY RESERVE	0.00	0.00	0.00	0.00	----
5520 - GENERAL REPAIRS	0.00	2,713.04	2,713.04	0.00	----
5710 - HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	----
5715 - HEALTH PAYOUT	0.00	0.00	0.00	0.00	----
5720 - DENTAL INSURANCE	0.00	0.00	0.00	0.00	----
5730 - ICMA RETIREMENT	0.00	0.00	0.00	0.00	----
5735 - MEPERS RETIREMENT	0.00	0.00	0.00	0.00	----
5740 - FICA	0.00	0.00	0.00	0.00	----
5750 - WORKERS COMPENSATION	0.00	0.00	0.00	0.00	----
5760 - UNEMPLOYMENT	0.00	0.00	0.00	0.00	----
5765 - EARNED PAY LEAVE	0.00	0.00	0.00	0.00	----
5770 - EDUCATIONAL INCENTIVE	0.00	0.00	0.00	0.00	----
5995 - COVID-19	0.00	0.00	0.00	0.00	----
<b>02 - CONTRACTS/PROFESSIONAL SERVICE</b>	<b>136,662.00</b>	<b>144,730.34</b>	<b>9,402.31</b>	<b>1,333.97</b>	<b>99.02</b>
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	41,026.50	0.00	13,675.50	75.00
5314 - INTERIM TOWN MANAGER	0.00	0.00	0.00	0.00	----
5316 - LEGAL	20,000.00	49,650.81	0.00	-29,650.81	248.25
5318 - WEBSITE	4,670.00	2,457.36	0.00	2,212.64	52.62
5322 - TECHNOLOGY	41,540.00	31,925.71	0.00	9,614.29	76.86
<b>03 - TOWN OFFICE</b>	<b>0.00</b>	<b>43.56</b>	<b>43.56</b>	<b>0.00</b>	<b>----</b>
5410 - PHONE	0.00	0.00	0.00	0.00	----
5412 - INTERNET CABLE	0.00	0.00	0.00	0.00	----
5414 - ELECTRICITY	0.00	0.00	0.00	0.00	----
5418 - PROPANE	0.00	0.00	0.00	0.00	----
5420 - WATER	0.00	0.00	0.00	0.00	----
5510 - ALARMS	0.00	0.00	0.00	0.00	----
5512 - PEST CONTROL	0.00	0.00	0.00	0.00	----
5514 - FLOOR MATS	0.00	0.00	0.00	0.00	----
5516 - CUSTODIAL MAINTENANCE SUPPLIES	0.00	43.56	43.56	0.00	----
5517 - BUILDING REPAIRS	0.00	0.00	0.00	0.00	----

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
<b>110 - MUNICIPAL ADMINISTRATION CONT'D</b>					
5520 - GENERAL REPAIRS	0.00	0.00	0.00	0.00	----
5900 - CAPITAL PROJECTS	0.00	0.00	0.00	0.00	----
5958 - GENERATOR EXPENSE	0.00	0.00	0.00	0.00	----
<b>04 - MUNICIPAL INSURANCE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5790 - PROPERTY/CASUALTY/VOLUNTEER	0.00	0.00	0.00	0.00	----
<b>05 - ASSESSING,CEO &amp; PLANNING</b>	<b>0.00</b>	<b>564.50</b>	<b>564.50</b>	<b>0.00</b>	<b>----</b>
5100 - FULL TIME WAGES	0.00	0.00	0.00	0.00	----
5110 - OTHER WAGES	0.00	0.00	0.00	0.00	----
5120 - OVER TIME WAGES	0.00	0.00	0.00	0.00	----
5130 - ALLOWANCES	0.00	0.00	0.00	0.00	----
5140 - TRAINING	0.00	0.00	0.00	0.00	----
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	0.00	0.00	0.00	0.00	----
5210 - POSTAGE	0.00	0.00	0.00	0.00	----
5211 - CELL PHONE REIMBURSEMENT	0.00	0.00	0.00	0.00	----
5212 - REGISTRY OF DEEDS	0.00	0.00	0.00	0.00	----
5214 - ADVERTISING	0.00	564.50	564.50	0.00	----
5216 - SOFTWARE	0.00	0.00	0.00	0.00	----
5217 - MAPPING EXPENSE	0.00	0.00	0.00	0.00	----
5218 - PRINTING	0.00	0.00	0.00	0.00	----
5224 - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	----
5226 - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	----
5240 - CONTRACT SERVICES	0.00	0.00	0.00	0.00	----
5241 - PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	----
5312 - ASSESSOR	0.00	0.00	0.00	0.00	----
5313 - PLANNER CONTRACT	0.00	0.00	0.00	0.00	----
5418 - PROPANE	0.00	0.00	0.00	0.00	----
5600 - ENGINEERING & PEER REVIEW	0.00	0.00	0.00	0.00	----
5610 - PLANNING BOARD	0.00	0.00	0.00	0.00	----
5710 - HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	----
5715 - HEALTH PAYOUT	0.00	0.00	0.00	0.00	----
5720 - DENTAL INSURANCE	0.00	0.00	0.00	0.00	----
5730 - ICMA RETIREMENT	0.00	0.00	0.00	0.00	----
5735 - MEPERS RETIREMENT	0.00	0.00	0.00	0.00	----
5740 - FICA	0.00	0.00	0.00	0.00	----
5750 - WORKERS COMPENSATION	0.00	0.00	0.00	0.00	----
5760 - UNEMPLOYMENT	0.00	0.00	0.00	0.00	----
5765 - EARNED PAY LEAVE	0.00	0.00	0.00	0.00	----
5770 - EDUCATIONAL INCENTIVE	0.00	0.00	0.00	0.00	----
<b>06 - TECHNOLOGY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5216 - SOFTWARE	0.00	0.00	0.00	0.00	----
5322 - TECHNOLOGY	0.00	0.00	0.00	0.00	----
5522 - EQUIPMENT MAINTENANCE &REPAIRS	0.00	0.00	0.00	0.00	----
<b>08 - DEBT SERVICE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5700 - DEBT SERVICES	0.00	0.00	0.00	0.00	----
<b>09 - TIF EXPENSES</b>	<b>7,737.00</b>	<b>7,736.00</b>	<b>0.00</b>	<b>1.00</b>	<b>99.99</b>
6100 - TIF GPCOG	7,737.00	7,736.00	0.00	1.00	99.99
<b>10 - CAPITAL RESERVES</b>	<b>13,885.00</b>	<b>15,141.70</b>	<b>1,256.70</b>	<b>0.00</b>	<b>100.00</b>
6200 - CAPITAL RESERVE TECHNOLOGY	13,885.00	15,141.70	1,256.70	0.00	100.00
<b>11 - MISCELLANEOUS GEN GOVERNMENT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5830 - EDUCATION MSAD #51	0.00	0.00	0.00	0.00	----
5840 - COUNTY TAXES	0.00	0.00	0.00	0.00	----

### SELECT BOARD EXPENSE REPORT

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ---- DEBITS	CREDITS	UNEXPENDED BALANCE	PERCENT SPENT
110 - MUNICIPAL ADMINISTRATION CONT'D					
5850 - OVERLAY	0.00	0.00	0.00	0.00	----
5852 - TIF VILLAGE CENTER	0.00	0.00	0.00	0.00	----

## SELECT BOARD EXPENSE REPORT

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
120 - COMMUNITY SERVICES CONT'D					
120 - COMMUNITY SERVICES	218,337.00	126,456.30	2,824.25	94,704.95	56.62
<b>01 - CEO SERVICES &amp; PLANNING</b>	<b>153,320.00</b>	<b>109,246.49</b>	<b>2,645.30</b>	<b>46,718.81</b>	<b>69.53</b>
5100 - FULL TIME WAGES	123,200.00	82,906.62	404.05	40,697.43	66.97
5130 - ALLOWANCES	1,920.00	1,175.44	0.00	744.56	61.22
5140 - TRAINING	2,000.00	1,969.83	175.00	205.17	89.74
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	700.00	672.75	0.00	27.25	96.11
5412 - INTERNET CABLE	0.00	0.00	0.00	0.00	----
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
5995 - COVID-19	0.00	0.00	0.00	0.00	----
<b>02 - ECONOMIC DEVELOPMENT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5620 - ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	----
5626 - ECONOMIC DVLMT CONSULTANT	0.00	0.00	0.00	0.00	----
<b>03 - PARKS &amp; RECREATION</b>	<b>7,300.00</b>	<b>1,859.92</b>	<b>0.00</b>	<b>5,440.08</b>	<b>25.48</b>
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	3,200.00	1,200.00	0.00	2,000.00	37.50
5630 - SNOWMOBILE CLUBS	0.00	0.00	0.00	0.00	----
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
<b>04 - GENERAL ASSISTANCE</b>	<b>2,650.00</b>	<b>2,403.90</b>	<b>0.00</b>	<b>246.10</b>	<b>90.71</b>
5645 - OUT SOURCE SERVICES FOR GA	1,650.00	1,344.00	0.00	306.00	81.45
5647 - GA INTERPRETERS SERVICE	0.00	600.00	0.00	-600.00	----
5650 - GENERAL ASSISTANCE	1,000.00	459.90	0.00	540.10	45.99
<b>05 - SOCIAL SERVICES</b>	<b>7,492.00</b>	<b>7,670.95</b>	<b>178.95</b>	<b>0.00</b>	<b>100.00</b>
5414 - ELECTRICITY	0.00	0.00	0.00	0.00	----
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
<b>06 - CEMETERIES</b>	<b>5,560.00</b>	<b>85.45</b>	<b>0.00</b>	<b>5,474.55</b>	<b>1.54</b>
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
<b>07 - LIVING WELL</b>	<b>1,200.00</b>	<b>404.88</b>	<b>0.00</b>	<b>795.12</b>	<b>33.74</b>
5625 - GENERAL EXPENSE	1,200.00	404.88	0.00	795.12	33.74
<b>08 - RECYCLING COMMITTEE</b>	<b>1,500.00</b>	<b>84.71</b>	<b>0.00</b>	<b>1,415.29</b>	<b>5.65</b>
5625 - GENERAL EXPENSE	1,500.00	84.71	0.00	1,415.29	5.65
<b>09 - TAX INCREMENT FINANCING</b>	<b>39,315.00</b>	<b>4,700.00</b>	<b>0.00</b>	<b>34,615.00</b>	<b>11.95</b>
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 MARCH

ACCOUNT	BUDGET NET	---- Y T D ---- DEBITS	CREDITS	UNEXPENDED BALANCE	PERCENT SPENT
125 - COMMUNITY CENTER CONT'D					
125 - COMMUNITY CENTER	121,806.00	70,861.01	792.48	51,737.47	57.52
<b>01 - OPERATIONS</b>	<b>121,806.00</b>	<b>70,861.01</b>	<b>792.48</b>	<b>51,737.47</b>	<b>57.52</b>
5100 - FULL TIME WAGES	98,539.00	68,249.10	684.05	30,973.95	68.57
5110 - OTHER WAGES	0.00	0.00	0.00	0.00	----
5120 - OVER TIME WAGES	0.00	0.00	0.00	0.00	----
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
5145 - PHYSICALS & HEP B SHOTS	0.00	0.00	0.00	0.00	----
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	45.00	60.00	0.00	-15.00	133.33
5211 - CELL PHONE REIMBURSEMENT	0.00	0.00	0.00	0.00	----
5216 - SOFTWARE	0.00	0.00	0.00	0.00	----
5222 - SPECIAL EVENTS	16,562.00	650.84	0.00	15,911.16	3.93
5224 - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	----
5226 - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	----
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
5317 - LICENSES	0.00	0.00	0.00	0.00	----
5412 - INTERNET CABLE	0.00	0.00	0.00	0.00	----
5414 - ELECTRICITY	0.00	0.00	0.00	0.00	----
5415 - SOLAR PANEL LEASE	0.00	0.00	0.00	0.00	----
5420 - WATER	0.00	0.00	0.00	0.00	----
5510 - ALARMS	0.00	0.00	0.00	0.00	----
5512 - PEST CONTROL	0.00	0.00	0.00	0.00	----
5514 - FLOOR MATS	0.00	0.00	0.00	0.00	----
5516 - CUSTODIAL MAINTENANCE SUPPLIES	0.00	79.96	79.96	0.00	----
5517 - BUILDING REPAIRS	0.00	0.00	0.00	0.00	----
5520 - GENERAL REPAIRS	0.00	0.00	0.00	0.00	----
5522 - EQUIPMENT MAINTENANCE &REPAIRS	0.00	0.00	0.00	0.00	----
5526 - GAS/DIESEL	0.00	0.00	0.00	0.00	----
5710 - HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	----
5715 - HEALTH PAYOUT	0.00	0.00	0.00	0.00	----
5720 - DENTAL INSURANCE	0.00	0.00	0.00	0.00	----
5730 - ICMA RETIREMENT	0.00	0.00	0.00	0.00	----
5735 - MEPERS RETIREMENT	0.00	0.00	0.00	0.00	----
5740 - FICA	0.00	0.00	0.00	0.00	----
5750 - WORKERS COMPENSATION	0.00	0.00	0.00	0.00	----
5760 - UNEMPLOYMENT	0.00	0.00	0.00	0.00	----
5765 - EARNED PAY LEAVE	0.00	0.00	0.00	0.00	----
5770 - EDUCATIONAL INCENTIVE	0.00	0.00	0.00	0.00	----
5900 - CAPITAL PROJECTS	0.00	0.00	0.00	0.00	----
5958 - GENERATOR EXPENSE	0.00	0.00	0.00	0.00	----
<b>02 - CONTRACTED SVS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5800 - PRINCE MEMORIAL LIBRARY	0.00	0.00	0.00	0.00	----
5810 - RECREATION	0.00	0.00	0.00	0.00	----

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
128 - COMMITTEES CONT'D					
128 - COMMITTEES	0.00	0.00	0.00	0.00	----
<b>03 - PARKS COMMITTEE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	0.00	0.00	0.00	0.00	----
5635 - PARK MAINTENANCE	0.00	0.00	0.00	0.00	----
5640 - PARKS COMMITTEE	0.00	0.00	0.00	0.00	----
5900 - CAPITAL PROJECTS	0.00	0.00	0.00	0.00	----
<b>07 - LIVING WELL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5625 - GENERAL EXPENSE	0.00	0.00	0.00	0.00	----
<b>08 - WASTE REDUCTION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5625 - GENERAL EXPENSE	0.00	0.00	0.00	0.00	----

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
130 - PUBLIC SAFETY CONT'D					
130 - PUBLIC SAFETY	494,746.00	359,993.85	585.00	135,337.15	72.65
<b>00 - PUBLIC SAFETY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5522 - EQUIPMENT MAINTENANCE &REPAIRS	0.00	0.00	0.00	0.00	----
<b>01 - FIRE RESCUE DEPARTMENT</b>	<b>369,266.00</b>	<b>265,109.10</b>	<b>585.00</b>	<b>104,741.90</b>	<b>71.64</b>
5100 - FULL TIME WAGES	72,047.00	52,652.80	0.00	19,394.20	73.08
5110 - OTHER WAGES	146,587.00	82,161.95	0.00	64,425.05	56.05
5120 - OVER TIME WAGES	0.00	0.00	0.00	0.00	----
5130 - ALLOWANCES	4,311.00	3,309.17	0.00	1,001.83	76.76
5140 - TRAINING	13,775.00	8,408.31	39.66	5,406.35	60.75
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	3,432.75	0.00	-212.75	106.61
5211 - CELL PHONE REIMBURSEMENT	0.00	0.00	0.00	0.00	----
5216 - SOFTWARE	0.00	0.00	0.00	0.00	----
5222 - SPECIAL EVENTS	0.00	0.00	0.00	0.00	----
5224 - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	----
5226 - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	----
5240 - CONTRACT SERVICES	0.00	0.00	0.00	0.00	----
5412 - INTERNET CABLE	0.00	0.00	0.00	0.00	----
5414 - ELECTRICITY	0.00	0.00	0.00	0.00	----
5418 - PROPANE	0.00	0.00	0.00	0.00	----
5420 - WATER	0.00	0.00	0.00	0.00	----
5510 - ALARMS	0.00	0.00	0.00	0.00	----
5512 - PEST CONTROL	0.00	0.00	0.00	0.00	----
5514 - FLOOR MATS	0.00	0.00	0.00	0.00	----
5516 - CUSTODIAL MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	----
5517 - BUILDING REPAIRS	0.00	0.00	0.00	0.00	----
5520 - GENERAL REPAIRS	0.00	129.99	129.99	0.00	----
5522 - EQUIPMENT MAINTENANCE &REPAIRS	34,743.00	34,711.53	0.00	31.47	99.91
5524 - VEHICLE MAINTENANCE	25,550.00	25,734.31	280.99	96.68	99.62
5526 - GAS/DIESEL	8,450.00	8,942.22	0.00	-492.22	105.83
5527 - HEATING EXPENSE	0.00	0.00	0.00	0.00	----
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	4,362.68	0.00	637.32	87.25
5532 - MEDICAL SUPPLIES	15,000.00	15,193.14	134.36	-58.78	100.39
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
5710 - HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	----
5715 - HEALTH PAYOUT	0.00	0.00	0.00	0.00	----
5720 - DENTAL INSURANCE	0.00	0.00	0.00	0.00	----
5730 - ICMA RETIREMENT	0.00	0.00	0.00	0.00	----
5735 - MEPERS RETIREMENT	0.00	0.00	0.00	0.00	----
5740 - FICA	0.00	0.00	0.00	0.00	----
5750 - WORKERS COMPENSATION	0.00	0.00	0.00	0.00	----
5760 - UNEMPLOYMENT	0.00	0.00	0.00	0.00	----
5765 - EARNED PAY LEAVE	0.00	0.00	0.00	0.00	----
5770 - EDUCATIONAL INCENTIVE	0.00	0.00	0.00	0.00	----
5780 - FIREFIGHTER'S SUPPLEMENTAL INS	0.00	0.00	0.00	0.00	----
5900 - CAPITAL PROJECTS	0.00	0.00	0.00	0.00	----
5958 - GENERATOR EXPENSE	0.00	0.00	0.00	0.00	----
5995 - COVID-19	0.00	0.00	0.00	0.00	----
<b>02 - CONTRACTS / PROFESSIONAL SVCS</b>	<b>125,480.00</b>	<b>94,884.75</b>	<b>0.00</b>	<b>30,595.25</b>	<b>75.62</b>

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
130 - PUBLIC SAFETY CONT'D					
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
5327 - ANIMAL SHELTER	0.00	0.00	0.00	0.00	----
5328 - HEALTH OFFICER	0.00	0.00	0.00	0.00	----
5330 - HYDRANTS	65,000.00	48,463.47	0.00	16,536.53	74.56
5332 - STREET LIGHTS	2,500.00	1,575.28	0.00	924.72	63.01
5334 - CCSD SPEED PATROLS	1,568.00	0.00	0.00	1,568.00	0.00
5522 - EQUIPMENT MAINTENANCE &REPAIRS	0.00	0.00	0.00	0.00	----
5900 - CAPITAL PROJECTS	0.00	0.00	0.00	0.00	----



**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ---- DEBITS	CREDITS	UNEXPENDED BALANCE	PERCENT SPENT
140 - PUBLIC WORKS CONT'D					
140 - PUBLIC WORKS	653,784.00	460,811.48	19,601.54	212,574.06	67.49
<b>00 - PUBLIC WORKS</b>	<b>0.00</b>	<b>916.44</b>	<b>916.44</b>	<b>0.00</b>	<b>----</b>
5524 - VEHICLE MAINTENANCE	0.00	458.22	458.22	0.00	----
5544 - SUPPLIES	0.00	458.22	458.22	0.00	----
5550 - TIRES	0.00	0.00	0.00	0.00	----
<b>01 - OPERATIONS</b>	<b>530,827.00</b>	<b>417,005.88</b>	<b>17,612.96</b>	<b>131,434.08</b>	<b>75.24</b>
5100 - FULL TIME WAGES	263,346.00	178,575.46	3,954.41	88,724.95	66.31
5110 - OTHER WAGES	12,931.00	12,599.33	0.00	331.67	97.44
5120 - OVER TIME WAGES	25,000.00	31,025.45	0.00	-6,025.45	124.10
5130 - ALLOWANCES	3,115.00	5,338.07	1,791.42	-431.65	113.86
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	776.00	0.00	-326.00	172.44
5211 - CELL PHONE REIMBURSEMENT	0.00	0.00	0.00	0.00	----
5216 - SOFTWARE	0.00	0.00	0.00	0.00	----
5224 - OFFICE SUPPLIES	0.00	229.11	229.11	0.00	----
5226 - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	----
5241 - PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	----
5317 - LICENSES	0.00	0.00	0.00	0.00	----
5412 - INTERNET CABLE	0.00	0.00	0.00	0.00	----
5414 - ELECTRICITY	0.00	0.00	0.00	0.00	----
5416 - HEAT	0.00	0.00	0.00	0.00	----
5418 - PROPANE	0.00	0.00	0.00	0.00	----
5420 - WATER	0.00	0.00	0.00	0.00	----
5510 - ALARMS	0.00	0.00	0.00	0.00	----
5512 - PEST CONTROL	0.00	0.00	0.00	0.00	----
5514 - FLOOR MATS	0.00	0.00	0.00	0.00	----
5516 - CUSTODIAL MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	----
5517 - BUILDING REPAIRS	0.00	0.00	0.00	0.00	----
5518 - LAND FILL COVER (MOWING)	0.00	0.00	0.00	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	27,677.19	1,187.09	3,509.90	88.30
5526 - GAS/DIESEL	30,000.00	28,332.49	8,857.38	10,524.89	64.92
5534 - PERSONAL PROTECTIVE EQUIPMENT	2,920.00	1,103.97	0.00	1,816.03	37.81
5540 - RADIO REPAIRS	2,500.00	972.43	0.00	1,527.57	38.90
5541 - PROPANE	0.00	0.00	0.00	0.00	----
5542 - EQUIPMENT RENTALS	2,220.00	553.50	0.00	1,666.50	24.93
5543 - EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	----
5544 - SUPPLIES	12,000.00	9,200.96	408.89	3,207.93	73.27
5548 - LUBRICANTS	4,420.00	2,034.17	0.00	2,385.83	46.02
5550 - TIRES	10,650.00	5,528.40	0.00	5,121.60	51.91
5551 - WOOD WASTE	0.00	0.00	0.00	0.00	----
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
5557 - COLD MIX	0.00	0.00	0.00	0.00	----
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	2,764.00	0.00	736.00	78.97
5566 - EROSION CONTROL	4,950.00	1,226.00	0.00	3,724.00	24.77

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
<b>140 - PUBLIC WORKS CONT'D</b>					
5568 - GRAVEL PIT OPERATIONS	500.00	486.00	0.00	14.00	97.20
5570 - CUTTING EDGES	13,050.00	12,197.98	0.00	852.02	93.47
5572 - SALT	56,760.00	57,237.43	0.00	-477.43	100.84
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
5580 - PAVING	0.00	0.00	0.00	0.00	----
5710 - HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	----
5715 - HEALTH PAYOUT	0.00	0.00	0.00	0.00	----
5720 - DENTAL INSURANCE	0.00	0.00	0.00	0.00	----
5730 - ICMA RETIREMENT	0.00	0.00	0.00	0.00	----
5735 - MEPEERS RETIREMENT	0.00	0.00	0.00	0.00	----
5740 - FICA	0.00	0.00	0.00	0.00	----
5750 - WORKERS COMPENSATION	0.00	0.00	0.00	0.00	----
5760 - UNEMPLOYMENT	0.00	0.00	0.00	0.00	----
5765 - EARNED PAY LEAVE	0.00	0.00	0.00	0.00	----
5900 - CAPITAL PROJECTS	0.00	0.00	0.00	0.00	----
5958 - GENERATOR EXPENSE	0.00	0.00	0.00	0.00	----
5995 - COVID-19	0.00	0.00	0.00	0.00	----
<b>02 - WINTER OPERATIONS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5100 - FULL TIME WAGES	0.00	0.00	0.00	0.00	----
5110 - OTHER WAGES	0.00	0.00	0.00	0.00	----
5120 - OVER TIME WAGES	0.00	0.00	0.00	0.00	----
5520 - GENERAL REPAIRS	0.00	0.00	0.00	0.00	----
5522 - EQUIPMENT MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	----
5524 - VEHICLE MAINTENANCE	0.00	0.00	0.00	0.00	----
5526 - GAS/DIESEL	0.00	0.00	0.00	0.00	----
5543 - EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	----
5544 - SUPPLIES	0.00	0.00	0.00	0.00	----
5556 - COLD PATCH	0.00	0.00	0.00	0.00	----
5570 - CUTTING EDGES	0.00	0.00	0.00	0.00	----
5572 - SALT	0.00	0.00	0.00	0.00	----
5574 - LIQUID CALCIUM CHLORIDE	0.00	0.00	0.00	0.00	----
5710 - HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	----
5715 - HEALTH PAYOUT	0.00	0.00	0.00	0.00	----
5720 - DENTAL INSURANCE	0.00	0.00	0.00	0.00	----
5730 - ICMA RETIREMENT	0.00	0.00	0.00	0.00	----
5735 - MEPEERS RETIREMENT	0.00	0.00	0.00	0.00	----
5740 - FICA	0.00	0.00	0.00	0.00	----
5750 - WORKERS COMPENSATION	0.00	0.00	0.00	0.00	----
5760 - UNEMPLOYMENT	0.00	0.00	0.00	0.00	----
5765 - EARNED PAY LEAVE	0.00	0.00	0.00	0.00	----
<b>03 - PARKS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5420 - WATER	0.00	0.00	0.00	0.00	----
5635 - PARK MAINTENANCE	0.00	0.00	0.00	0.00	----
5641 - PARKS PROJECTS	0.00	0.00	0.00	0.00	----
<b>06 - CEMETERIES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5130 - ALLOWANCES	0.00	0.00	0.00	0.00	----
5140 - TRAINING	0.00	0.00	0.00	0.00	----
5420 - WATER	0.00	0.00	0.00	0.00	----
5525 - MAINTENANCE/SUPPLIES	0.00	0.00	0.00	0.00	----
5900 - CAPITAL PROJECTS	0.00	0.00	0.00	0.00	----
<b>09 - TAX INCREMENT FINANCING</b>	<b>9,500.00</b>	<b>7,396.36</b>	<b>0.00</b>	<b>2,103.64</b>	<b>77.86</b>

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
<b>140 - PUBLIC WORKS CONT'D</b>					
6105 - TIF STREET SAFETY	9,500.00	7,396.36	0.00	2,103.64	77.86
<b>10 - CAPITAL RESERVES</b>	<b>113,457.00</b>	<b>35,492.80</b>	<b>1,072.14</b>	<b>79,036.34</b>	<b>30.34</b>
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 MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
145 - BULDINGS & GROUNDS CONT'D					
145 - BULDINGS & GROUNDS	146,651.00	104,287.95	14,337.23	56,700.28	61.34
<b>01 - CUSTODIAL</b>	<b>43,380.00</b>	<b>29,752.98</b>	<b>750.68</b>	<b>14,377.70</b>	<b>66.86</b>
5100 - FULL TIME WAGES	36,400.00	23,555.00	0.00	12,845.00	64.71
5130 - ALLOWANCES	880.00	1,047.10	185.88	18.78	97.87
5516 - CUSTODIAL MAINTENANCE SUPPLIES	6,100.00	4,609.65	23.57	1,513.92	75.18
5520 - GENERAL REPAIRS	0.00	541.23	541.23	0.00	----
5522 - EQUIPMENT MAINTENANCE &REPAIRS	0.00	0.00	0.00	0.00	----
<b>02 - UTILITIES</b>	<b>60,984.00</b>	<b>49,973.02</b>	<b>11,721.84</b>	<b>22,732.82</b>	<b>62.72</b>
5410 - PHONE	5,450.00	4,787.81	0.00	662.19	87.85
5412 - INTERNET CABLE	8,440.00	5,744.01	0.00	2,695.99	68.06
5414 - ELECTRICITY	16,700.00	24,480.07	21.73	-7,758.34	146.46
5415 - SOLAR PANEL LEASE	17,700.00	1,848.71	0.00	15,851.29	10.44
5416 - HEAT	5,000.00	9,540.58	11,700.11	7,159.53	-43.19
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
<b>03 - FACILITY MAINTENANCE</b>	<b>36,178.00</b>	<b>23,361.95</b>	<b>1,864.71</b>	<b>14,680.76</b>	<b>59.42</b>
5510 - ALARMS	4,088.00	4,383.89	0.00	-295.89	107.24
5512 - PEST CONTROL	2,060.00	585.00	0.00	1,475.00	28.40
5514 - FLOOR MATS	4,000.00	2,766.82	263.68	1,496.86	62.58
5518 - LAND FILL COVER (MOWING)	325.00	325.00	0.00	0.00	100.00
5520 - GENERAL REPAIRS	15,200.00	9,744.21	1,601.03	7,056.82	53.57
5522 - EQUIPMENT MAINTENANCE &REPAIRS	10,505.00	5,557.03	0.00	4,947.97	52.90
<b>10 - CAPITAL RESERVES</b>	<b>6,109.00</b>	<b>1,200.00</b>	<b>0.00</b>	<b>4,909.00</b>	<b>19.64</b>
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 MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
150 - SOLID WASTE & RECYCLING CONT'D					
150 - SOLID WASTE & RECYCLING	245,806.00	206,994.43	0.00	38,811.57	84.21
<b>01 - SOLID WASTE</b>	<b>245,806.00</b>	<b>206,994.43</b>	<b>0.00</b>	<b>38,811.57</b>	<b>84.21</b>
5655 - MSW DISPOSAL	72,299.00	81,804.14	0.00	-9,505.14	113.15
5660 - RECYCLABLES COLLECTION	72,299.00	66,701.01	0.00	5,597.99	92.26
5665 - MSW COLLECTION SURCHARGE	300.00	0.00	0.00	300.00	0.00
5670 - ECOMAINE TONAGE	87,908.00	55,887.94	0.00	32,020.06	63.58
5680 - PAYT DISPOSAL BAGS	0.00	0.00	0.00	0.00	----
5685 - CLEANUP DAY	10,000.00	301.66	0.00	9,698.34	3.02
5688 - GARBAGE TO GARDEN	3,000.00	2,299.68	0.00	700.32	76.66
5690 - TOTE PURCHASES	0.00	0.00	0.00	0.00	----
5692 - RECYCLING & TRASH INFO FAIR	0.00	0.00	0.00	0.00	----

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
160 - FIXED EXPENSES CONT'D					
160 - FIXED EXPENSES	11,153,432.76	8,361,611.07	3,379.05	2,795,200.74	74.94
<b>01 - DEBT SERVICE</b>	<b>270,150.00</b>	<b>223,887.50</b>	<b>0.00</b>	<b>46,262.50</b>	<b>82.88</b>
5700 - DEBT SERVICES	270,150.00	223,887.50	0.00	46,262.50	82.88
<b>02 - EMPLOYEE BENEFITS</b>	<b>434,917.00</b>	<b>310,668.78</b>	<b>3,379.05</b>	<b>127,627.27</b>	<b>70.65</b>
5705 - EMPLOYEE WAGE BENEFITS	0.00	0.00	0.00	0.00	----
5710 - HEALTH & LIFE INSURANCE	228,876.00	182,980.06	2,858.55	48,754.49	78.70
5720 - DENTAL INSURANCE	16,745.00	12,558.90	449.86	4,635.96	72.31
5730 - ICMA RETIREMENT	49,654.00	31,016.28	0.00	18,637.72	62.46
5740 - FICA	84,976.00	56,953.00	0.00	28,023.00	67.02
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
<b>03 - MUNICIPAL INSURANCE</b>	<b>48,063.00</b>	<b>45,525.00</b>	<b>0.00</b>	<b>2,538.00</b>	<b>94.72</b>
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
<b>04 - MSAD #51 - EDUCATION</b>	<b>8,850,145.00</b>	<b>6,637,608.57</b>	<b>0.00</b>	<b>2,212,536.43</b>	<b>75.00</b>
5830 - EDUCATION MSAD #51	8,850,145.00	6,637,608.57	0.00	2,212,536.43	75.00
<b>05 - NY/CUMBERLAND SHARED SERVICES</b>	<b>271,211.00</b>	<b>135,606.00</b>	<b>0.00</b>	<b>135,605.00</b>	<b>50.00</b>
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
<b>06 - COUNTY TAX</b>	<b>376,893.00</b>	<b>376,893.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
5840 - COUNTY TAXES	376,893.00	376,893.00	0.00	0.00	100.00
<b>07 - OVERLAY</b>	<b>341,100.37</b>	<b>70,468.83</b>	<b>0.00</b>	<b>270,631.54</b>	<b>20.66</b>
5850 - OVERLAY	341,100.37	70,468.83	0.00	270,631.54	20.66
<b>08 - BUDGETED RESERVES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5899 - BUDGETED RESERVE APPROPRIATION	0.00	0.00	0.00	0.00	----
<b>09 - VILLAGE CENTER TIF DISTRICT</b>	<b>560,953.39</b>	<b>560,953.39</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
5852 - TIF VILLAGE CENTER	560,953.39	560,953.39	0.00	0.00	100.00
5910 - DNU	0.00	0.00	0.00	0.00	----

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

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	197,289.50	0.00	-0.50	100.00
<b>01 - BUDGETED APPROPRIATION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5890 - FUTURE LAND RESERVE	0.00	0.00	0.00	0.00	----
5891 - MUNICIPAL FACILITES RESERVE	0.00	0.00	0.00	0.00	----
5892 - CONTINGENCY RESERVE	0.00	0.00	0.00	0.00	----
5893 - ROADWAY RESERVE	0.00	0.00	0.00	0.00	----
5894 - RECORDS PRESERVATION RESERVE	0.00	0.00	0.00	0.00	----
5895 - EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	----
5896 - TECHNOLOGY RESERVE	0.00	0.00	0.00	0.00	----
5897 - PARKS & RECREATION RESERVE	0.00	0.00	0.00	0.00	----
<b>23 - FUTURE LAND RESERVE</b>	<b>10,000.00</b>	<b>10,000.50</b>	<b>0.00</b>	<b>-0.50</b>	<b>100.01</b>
5899 - BUDGETED RESERVE APPROPRIATION	10,000.00	10,000.50	0.00	-0.50	100.01
5990 - TRANSFERS OUT	0.00	0.00	0.00	0.00	----
<b>25 - MUNICIPAL FACILITIES RESERVE</b>	<b>37,566.00</b>	<b>37,566.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
5899 - BUDGETED RESERVE APPROPRIATION	37,566.00	37,566.00	0.00	0.00	100.00
<b>26 - CONTIGENCY RESERVE</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
5899 - BUDGETED RESERVE APPROPRIATION	20,000.00	20,000.00	0.00	0.00	100.00
<b>31 - ROADWAY RESERVE</b>	<b>124,723.00</b>	<b>124,723.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
5899 - BUDGETED RESERVE APPROPRIATION	124,723.00	124,723.00	0.00	0.00	100.00
<b>32 - RECORDS PRESERVATION RESERVE</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
5899 - BUDGETED RESERVE APPROPRIATION	5,000.00	5,000.00	0.00	0.00	100.00

**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
175 - RESERVE EXPENSES CONT'D					
175 - RESERVE EXPENSES	0.00	0.00	0.00	0.00	----
<b>01 - BUDGETED EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
5890 - FUTURE LAND RESERVE	0.00	0.00	0.00	0.00	----
5891 - MUNICIPAL FACILITES RESERVE	0.00	0.00	0.00	0.00	----
5892 - CONTINGENCY RESERVE	0.00	0.00	0.00	0.00	----
5893 - ROADWAY RESERVE	0.00	0.00	0.00	0.00	----
5894 - RECORDS PRESERVATION RESERVE	0.00	0.00	0.00	0.00	----
5895 - EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	----
5896 - TECHNOLOGY RESERVE	0.00	0.00	0.00	0.00	----
5897 - PARKS & RECREATION RESERVE	0.00	0.00	0.00	0.00	----



**SELECT BOARD EXPENSE REPORT**

FUND: 10  
JULY TO MARCH

ACCOUNT	BUDGET NET	---- Y T D ----		UNEXPENDED BALANCE	PERCENT SPENT
		DEBITS	CREDITS		
180 - TIF EXPENSES CONT'D					
180 - TIF EXPENSES	0.00	0.00	0.00	0.00	----
<b>01 - BUDGETED EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
6101 - TIF ADMIN	0.00	0.00	0.00	0.00	----
6102 - TIF EDSC	0.00	0.00	0.00	0.00	----
6103 - TIF RECREATION TRAILS	0.00	0.00	0.00	0.00	----
6104 - TIF PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	----
6105 - TIF STREET SAFETY	0.00	0.00	0.00	0.00	----
6106 - SIDEWALKS AND STREETSPACE PROJ	0.00	0.00	0.00	0.00	----
6107 - TIF PUBLIC SAFETY & FIRE PROTE	0.00	0.00	0.00	0.00	----
<b>Final Totals</b>	<b>13,865,474.76</b>	<b>10,388,916.97</b>	<b>65,834.98</b>	<b>3,542,392.77</b>	<b>74.45</b>

# SELECT BOARD REVENUE REPORT

DEPARTMENT(S): 100  
JULY TO MARCH

ACCOUNT	BUDGET NET	YTD NET	UNCOLL BALANCE	PCT COLL
100 - REVENUES	13,865,474.77	13,244,285.20	621,189.57	95.52
4010 - AGENT FEES	12,000.00	12,445.00	-445.00	103.71
4020 - RESCUE FEES	60,000.00	58,668.30	1,331.70	97.78
4021 - INTEREST INCOME	0.00	18,130.20	-18,130.20	----
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	2,919.70	1,280.30	69.52
4060 - BUILDING PERMITS	75,000.00	65,861.33	9,138.67	87.82
4067 - BURN PERMITS - ONLINE	200.00	0.00	200.00	0.00
4070 - CASH SHORT/OVER	0.00	-3.79	3.79	----
4080 - CATV FRANCHISE FEES	30,000.00	14,426.32	15,573.68	48.09
4090 - CELL TOWER RENTAL	45,000.00	42,124.42	2,875.58	93.61
4100 - CEO FINES	500.00	50.00	450.00	10.00
4110 - CEO MISC. PERMITS	500.00	825.00	-325.00	165.00
4115 - CEO ADMINISTRATION FEES	13,725.00	5,765.00	7,960.00	42.00
4130 - CLERK FEES	500.00	662.00	-162.00	132.40
4140 - CUSTOMER SERVICES FEES	350.00	468.70	-118.70	133.91
4150 - DOG LICENSE FEES / ACO SERVICE	0.00	255.00	-255.00	----
4157 - PARK USE PERMIT DOGS	500.00	100.00	400.00	20.00
4160 - ELECTRICAL PERMITS	20,000.00	11,307.98	8,692.02	56.54
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	792,131.84	157,868.16	83.38
4320 - PLANNING BOARD	2,400.00	3,950.00	-1,550.00	164.58
4330 - PLUMBING PERMITS	18,300.00	8,339.50	9,960.50	45.57
4335 - PRIVATE ROAD SIGNS	300.00	1,080.85	-780.85	360.28
4340 - SHARP HOUSE RENTAL FEES	10,200.00	8,075.00	2,125.00	79.17
4342 - ROAD ORDINANCE PERMITS	500.00	50.00	450.00	10.00
4345 - WH&CC FEES	77,305.00	19,792.90	57,512.10	25.60
4350 - REVENUE SHARING	696,729.00	549,028.17	147,700.83	78.80
4360 - SALE OF ASSETS	1,000.00	0.00	1,000.00	0.00
4370 - SITE PLAN REVIEW	1,500.00	575.00	925.00	38.33
4390 - SOLID WASTE/RECYCLING	170,000.00	107,081.46	62,918.54	62.99
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	9,482.22	517.78	94.82
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	2,849.60	-849.60	142.48
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 MARCH

ACCOUNT	BUDGET NET	YTD NET	UNCOLL BALANCE	PCT COLL
Final Totals CONT'D				
Final Totals	13,865,474.77	13,244,285.20	621,189.57	95.52

Tax Increment Financing  
Fund Balances  
As of 4/13/2023

<b>Within District</b>						
<b>Total Committed Fund as of FY23: \$</b>						<b>329,000.70</b>
<b>Professional Service Costs</b>						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ 83,000.00	\$ 66,247.50	\$ 16,752.50	\$ 16,752.50	\$ 667,000.00	
2022	\$ 92,000.00	\$ 112.50	\$ 108,640.00	\$ 91,887.50	\$ 575,000.00	
2023	\$ 1,500.00	\$ 57,816.94	\$ <b>52,323.06</b>	\$ (56,316.94)	\$ 573,500.00	
<b>Administrative Costs</b>						<b>\$ 750,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ 76,000.00	\$ 76,000.00	\$ -	\$ -	\$ 674,000.00	
2022	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	\$ 609,000.00	
2023	\$ 99,234.00	\$ 99,233.00	\$ <b>1.00</b>	\$ 1.00	\$ 509,766.00	
<b>Land Assembly for Business Redevelopment</b>						<b>\$ 1,000,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	
2022	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	
2023	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	
<b>Within/Outside District</b>						
<b>Public Safety and Fire Protection prorated capital expenditures</b>						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000.00	
2022	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 3,980,000.00	
2023	\$ -	\$ -	\$ <b>20,000.00</b>	\$ -	\$ 3,980,000.00	
<b>Street-related Public Safety measures and Village area amenities</b>						<b>\$ 3,500,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ 20,000.00	\$ 17,942.74	\$ 2,057.26	\$ 2,057.26	\$ 3,480,000.00	
2022	\$ 100,000.00	\$ 72.72	\$ 101,984.54	\$ 99,927.28	\$ 3,380,000.00	
2023	\$ 9,500.00	\$ 7,396.36	\$ <b>104,088.18</b>	\$ 2,103.64	\$ 3,370,500.00	
<b>Sidewalks and Streetspace Projects</b>						<b>\$ 1,000,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	
2022	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 900,000.00	
2023	\$ -	\$ -	\$ <b>100,000.00</b>	\$ -	\$ 900,000.00	

Tax Increment Financing  
Fund Balances  
As of 4/13/2023

<b>Water infrastructure capital costs/related expenses</b>						<b>\$</b>	<b>1,500,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining		
2021	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000.00		
2022	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000.00		
2023	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000.00		
<b>Utilities relocation</b>						<b>\$</b>	<b>750,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining		
2021	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		
2022	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		
2023	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		
<b>Within District / Municipality</b>							
<b>Recreational Trails</b>						<b>\$</b>	<b>1,000,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining		
2021	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00		
2022	\$ 5,500.00	\$ 5,678.54	\$ (178.54)	\$ (178.54)	\$ 994,500.00		
2023	\$ 17,815.00	\$ 1,000.00	\$ 16,636.46	\$ 16,815.00	\$ 976,685.00		
<b>Welcome Center</b>						<b>\$</b>	<b>400,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining		
2021	\$ -	\$ -	\$ -	\$ -	\$ 400,000.00		
2022	\$ -	\$ -	\$ -	\$ -	\$ 400,000.00		
2023	\$ -	\$ -	\$ -	\$ -	\$ 400,000.00		
<b>Wireless service/broadband/3-Phase Power capital costs</b>						<b>\$</b>	<b>750,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining		
2021	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		
2022	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		
2023	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		
<b>Within Municipality</b>							
<b>Environmental Improvements Projects for commercial district use or related to such activities</b>						<b>\$</b>	<b>750,000.00</b>
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining		
2021	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		
2022	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		
2023	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00		

Tax Increment Financing  
Fund Balances  
As of 4/13/2023

<b>Permanent economic development programs loan funds, investment funds and grants per § 5223(1)(C)(3) for costs authorized by 30-A M.R.S. § 5225 and DECD rules as amended from time to time and grant related matching to 30-A M.R.S. §§ 5221-5235</b>						
<b>economic development activities</b>						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000.00	
2022	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000.00	
2023	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000.00	
			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000.00</b>	
<b>Economic Development Programs and other associated costs</b>						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ 7,000.00	\$ 848.00	\$ 6,152.00	\$ 6,152.00	\$ 1,493,000.00	
2022	\$ 25,000.00	\$ -	\$ 31,152.00	\$ 25,000.00	\$ 1,468,000.00	
2023	\$ 5,000.00	\$ 200.00	<b>\$ 35,952.00</b>	\$ 4,800.00	\$ 1,463,000.00	



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0016

Janet T. Mills  
GOVERNOR

Bruce A. Van Note  
COMMISSIONER

Debbie Allen Grover, Town Clerk  
Re: Town of North Yarmouth  
10 Village Square Road  
North Yarmouth, ME 04097

4/24/2023

**Subject:** Large Culvert Replacement  
**Project No.:** 023693.00  
**Location:** North Yarmouth  
**Roadway:** Route 115

Dear Ms. Grover:

The Maine Department of Transportation will soon solicit quotes for the subject project for construction, and pursuant to 29-A MRSA § 2382 (7) we have established a "Construction Area." A copy of 29-A § 2382 is enclosed for your information. Also included is an agreement, **which requires signature by the municipal officers**, and additional background documents.

The agreement stipulates that the municipality will issue a permit for a stated period of time to the MDOT contractor for transporting construction equipment (backhoes, bulldozers, etc.) that exceed legal weight limits, over municipal roads. The agreement acknowledges the municipality's right to require a bond from the contractor to "guarantee suitable repair or payment of damages" per 29-A MRSA.

29-A MRSA § 2382 (7) states that *"the suitability of repairs or the amount of damage is to be determined by the Department of Transportation on state-maintained ways and bridges, otherwise by the municipal officers."* In other words, municipal officers determine the suitability of repairs on municipal ways and bridges.

The State cannot force municipalities to allow overweight vehicles to travel on posted municipal roads. Municipal postings supersede overweight permits. However, the agreement requires municipalities to make reasonable accommodations for overweight vehicles that are operated by contractors and the MDOT in connection with the construction project.

The specific municipal roads involved are not necessarily known at present, as the contractor's plan of operation won't be known until just prior to the start of work. If the municipality plans to require a bond; the amount of the bond should be determined prior to the start of work. If the project number administratively changes, you will be notified, and the agreement modified accordingly. Please return the completed agreement to my attention. Should you have any questions, please contact me at 207 624-3410.

Sincerely,

George M.A. Macdougall, P.E.  
Contracts & Specifications Engineer  
Bureau of Project Development



*Please return this AGREEMENT, when completed, to:*

Maine Department of Transportation  
ATTN.: George Macdougall, Contracts & Specifications Engineer  
#16 State House Station, Child Street  
Augusta, Maine 04333-0016

**Project No.:** 023693.00  
**Location:** North Yarmouth

Pursuant to 29-A MRSA § 2382, the undersigned municipal officers of the Town of North Yarmouth agree that a construction overlimit permit will be issued to the Contractor for the above-referenced project allowing the contractor to use overweight equipment and loads on municipal ways.

The municipality may require the contractor to obtain a satisfactory bond pursuant to 29-A MRSA § 2388 to cover the cost of any damage that might occur as a result of the overlimit loads. If a bond is required, the exact amount of said bond should be determined prior to the use of any municipal way. The MaineDOT will assist in determining the amount of the bond if requested. A suggested format for a general construction *overlimit bond* is attached. A suggested format for a construction *overlimit permit* is also attached. This construction overlimit permit does not supersede rules that restrict the use of public ways, such as posting of public ways, pursuant to 29-A MRSA § 2395.

The maximum speed limit for trucks on any municipal way will be 25 mph (40 km per hour) unless a higher speed limit is specifically agreed upon, in writing, by the Municipal Officers.

**TOWN OF NORTH YARMOUTH**  
By the Municipal Officials

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**SPECIAL PROVISION 105**  
**CONSTRUCTION AREA**

**Construction Areas** located in the Town of North Yarmouth have been established by the Maine Department of Transportation (MDOT) in accordance with provisions of 29-A § 2382 Maine Revised Statutes Annotated (MRSA).

*The sections of highway under construction in Cumberland County:*

**Project 023693.00** is located on Route 115 approximately 0.03 miles south of the intersection with Mill Road.

Per 29-A § 2382 (7) MRSA, the MDOT may “*issue permits for stated periods of time for loads and equipment employed on public way construction projects, United States Government projects or construction of private ways, when within construction areas established by the Department of Transportation. The permit:*

- A. Must be procured from the municipal officers for a construction area within that municipality.*
- B. May require the contractor to be responsible for damage to ways used in the construction areas and may provide for:*

- (1) Withholding by the agency contracting the work of final payment under contract; or*
- (2) The furnishing of a bond by the contractor to guarantee suitable repair or payment of damages.*

*The suitability of repairs or the amount of damage is to be determined by the Department of Transportation on state-maintained ways and bridges, otherwise by the municipal officers.*

- C. May be granted by the Department of Transportation or by the state engineer in charge of the construction contract; and*
- D. For construction areas, carries no fee and does not come within the scope of this section.”*

The Municipal Officers for the Town of North Yarmouth agreed that an Overlimit Permit will be issued to the Contractor for the purpose of using loads and equipment on municipal ways in excess of the limits as specified in 29-A MRSA, on the municipal ways as described in the “Construction Area.”

As noted above, a bond may be required by the municipality, the exact amount of said bond to be determined prior to use of any municipal way. The MDOT will assist in determining the bond amount if requested by the municipality.

The maximum speed limits for trucks on any town way will be 25 mph (40 km per hour) unless a higher legal limit is specifically agreed upon in writing by the Municipal Officers concerned.

## GENERAL GUIDANCE

### CONSTRUCTION OVERLIMIT PERMIT AND BONDING

The Maine Bureau of Motor Vehicles (BMV) establishes requirements and standards for the permitting of non-divisible over dimensional and overweight vehicles and loads (collectively overlimit loads) on state roads. These state motor vehicle permits are available on-line. 29-A MRSA and Secretary of State Administrative Rules Chapters 155-157 apply. Additionally, municipalities and county commissioners may issue overweight permits for travel on municipal and county ways maintained by that municipality or county. These permits are typically single trip permits requiring vehicle registration data, intended route etc.

**However, in this case we're dealing with *Construction Permits*** involving overlimit loads in support of construction projects. According to 29-A MRSA § 2382 (7), a Construction Permit is a permit “*for a stated period of time that may be issued for loads and equipment employed on public way construction projects, United States Government projects or construction of private ways, when within construction areas established by the Department of Transportation*”. According to 29-A § 2382 MRSA, the construction overlimit permit must be procured from the municipal officers for overweight loads on a municipal way in support of a construction project within that municipality.

**By signing the attached agreement, the municipality agrees to issue construction overlimit permits to the MDOT construction contractor.**

#### **Frequently Asked Questions:**

##### **A. Why sign the document in advance of the actual construction contract?**

**Response:** There are three primary reasons: First, to comply with 29-A § 2382. Second, to ensure that there are no surprises regarding the use of municipal roads by the Maine DOT contractor (to reasonably reduce risk and thus keep the cost of construction down) and third, to ensure the town is aware of its rights to control its own roads, and its rights to require a separate contractor's bond. (This is in addition to the Payment Bond and the Performance Bond the Maine DOT requires of the contractor).

##### **B. Different roads may require different levels of scrutiny. How is a posted road handled?**

**Response:** Despite the general construction overweight permit, the contractor cannot exceed the load limit on a posted municipal road without specific municipal permission. 29-A § 2395 MRSA notes that any ways requiring special protection (such as posted roads) will continue to be protected and overweight permits are superseded by such postings. In such a case the contractor would have to use an alternate route.



C. Is there any reason why the contractor cannot be held to indemnify and hold harmless the Municipality beyond the simple posting of a bond?

Response: The objective of our standard letter is to deal with overweight equipment and trucks on municipal ways during construction of a Maine DOT construction project. The bond merely provides a measure of protection against damage to municipal ways as a direct result of construction activity. Other areas of risk and indemnification are beyond the scope of our letter.

D. Are we required to obtain a bond?

Response: No. In fact, few municipalities have required a construction bond. It is a matter of risk management.

E. If used, what amount should be required on the bond?

Response: Previous MDOT letters used to speak about a maximum bond amount of \$14,000 / mile (\$9,000 / kilometer ) of traveled length, however 29-A § 2382 sets no maximum. The amount of the bond (if any bond is required at all) is based on the individual situation. The MDOT will assist in providing a bond amount estimate if so requested.

F. Why the blanket approval?

Response: The blanket approval we seek is the reasonable accommodation by the municipality to allow the Maine DOT contractor to use town ways (if required ) to haul overweight construction equipment and trucks. This theoretically gives the municipality and the MDOT time to discuss exceptions to a blanket approval. In general, this avoids unnecessary risks and saves money for all concerned in the long run.

G. Who determines the suitability of repairs?

Response: For municipal ways, the suitability of repairs may be determined by municipal officers. The MDOT will assist.

H. What is a non-divisible load?

Response: Per Chapter 157 (The Administration of Over-Dimension and Overweight Permits) under the Secretary of State administrative rules (See Rule Chapters for the Department of the Secretary of State on line), a non-divisible load is defined as: A load which, if separated into smaller loads or vehicles, would:

- 1) make it unable to perform the function for which it was intended;
- 2) destroy its value or;
- 3) require more than eight work hours to dismantle using appropriate equipment. Sealed oceangoing containers, spent nuclear materials in casks, and government-controlled military vehicles and their loads will be considered non-divisible

I. What is the standard for Overweight trucks and equipment?

Response: Overweight means a weight that exceeds the legal limits established in 29-A MRSA Chapter 21.

J. This is an unorganized township with no county or municipal roads. Why should I respond?

Response: Because of limited staff, we send out a standard letter to cover contingencies and minimize risk to the construction process. From time to time the letter may not have a practical application. In most cases of unorganized territories, the agreement is signed and returned as a matter of routine. This ensures that surprises will not be encountered after the start of construction regarding travel over municipal and county ways.

Additional tips:

False Information - Permit are invalidated by false information. A permit is invalidated by the violation of any condition specified by the terms of the permit or by false information given on the application. On evidence of such violation of falsification, the permittee may be denied additional permits.

Proper Registration - Overload permits do not relieve the registrants of vehicles from their obligations to properly register their vehicles in accordance with Motor Vehicle Laws.

Agent's Power of Attorney - If you do require a contractor's bond, make sure you have a copy of the Surety Agent's power of attorney authorizing the surety agent to sign for the surety. Keep the power of attorney with your duplicate original bond at the municipality. The contractor will also have a duplicate original.

Other bonds - The Maine DOT requires a payment bond and a performance bond of the contractor which is held against unsatisfactory performance on the part of the contractor for all construction projects over \$100,000. (The Miller Act (40 U.S.C. 270a-270f) normally requires performance and payment bonds for any federal aid construction contract exceeding \$100,000. 14 MRSA § 871 provides a similar requirement for state funded construction projects.) These bonds cover the proper performance of the contract and the payment of all employees, suppliers and subcontractors.



**SPECIAL PROVISION 105**  
**OVERLIMIT PERMITS**

**Title 29-A § 2382 MRSA Overlimit Movement Permits.**

**1. Overlimit movement permits issued by State.** The Secretary of State, acting under guidelines and advice of the Commissioner of Transportation, may grant permits to move nondivisible objects having a length, width, height or weight greater than specified in this Title over a way or bridge maintained by the Department of Transportation

**2. Permit fee.** The Secretary of State, with the advice of the Commissioner of Transportation, may set the fee for single trip permits, at not less than \$6, nor more than \$30, based on weight, height, length and width. The Secretary of State may, by rule, implement fees that have been set by the Commissioner of Transportation for multiple trip, long-term overweight movement permits. Rules established pursuant to this section are routine technical rules pursuant to Title 5, chapter 375, subchapter II-A.

**3. County and municipal permits.** A county commissioner or municipal officer may grant a permit, for a reasonable fee, for travel over a way or bridge maintained by that county or municipality

**4. Permits for weight.** A vehicle granted a permit for excess weight must first be registered for the maximum gross vehicle weight allowed for that vehicle.

**5. Special mobile equipment.** The Secretary of State may grant a permit, for no more than one year, to move pneumatic-tire equipment under its own power, including Class A and Class B special mobile equipment, over ways and bridges maintained by the Department of Transportation. The fee for that permit is \$15 for each 30-day period.

**6. Scope of permit.** A permit is limited to the particular vehicle or object to be moved, the trailer or semitrailer hauling the overlimit object and particular ways and bridges.

**7. Construction permits.** A permit for a stated period of time may be issued for loads and equipment employed on public way construction projects, United States Government projects or construction of private ways, when within construction areas established by the Department of Transportation. The permit:

A. Must be procured from the municipal officers for a construction area within that municipality;

B. May require the contractor to be responsible for damage to ways used in the construction areas and may provide for:

(1) Withholding by the agency contracting the work of final payment under contract; or

(2) The furnishing of a bond by the contractor to guarantee suitable repair or payment of damages.

The suitability of repairs or the amount of damage is to be determined by the Department of Transportation on state-maintained ways and bridges, otherwise by the municipal officers;

C. May be granted by the Department of Transportation or by the state engineer in charge of the construction contract; and

D. For construction areas, carries no fee and does not come within the scope of this section.

**8. Gross vehicle weight permits.** The following may grant permits to operate a vehicle having a gross vehicle weight exceeding the prescribed limit:

A. The Secretary of State, with the consent of the Department of Transportation, for state and state aid highways and bridges within city or compact village limits;

B. Municipal officers, for all other ways and bridges within that city and compact village limits; and

C. The county commissioners, for county roads and bridges located in unorganized territory.

**9. Pilot vehicles.** The following restrictions apply to pilot vehicles.

A. Pilot vehicles required by a permit must be equipped with warning lights and signs as required by the Secretary of State with the advice of the Department of Transportation.

B. Warning lights may be operated and lettering on the signs may be visible on a pilot vehicle only while it is escorting a vehicle with a permit on a public way.

With the advice of the Commissioner of Transportation and the Chief of the State Police, the Secretary of State shall establish rules for the operation of pilot vehicles.

**9-A. Police escort.** A person may not operate a single vehicle or a combination of vehicles of 125 feet or more in length or 16 feet or more in width on a public way unless the vehicle or combination of vehicles is accompanied by a police escort. The Secretary of State, with the advice of the Commissioner of Transportation, may require a police escort for vehicles of lesser dimensions.

A. The Bureau of State Police shall establish a fee for state police escorts to defray the costs of providing a police escort. A county sheriff or municipal police department may establish a fee to defray the costs of providing police escorts.

B. The Bureau of State Police shall provide a police escort if a request is made by a permittee. A county sheriff or municipal police department may refuse a permittee's request for a police escort.

C. A vehicle or combination of vehicles for which a police escort is required must be accompanied by a state police escort when operating on the interstate highway system.

**10. Taxes paid.** A permit for a mobile home may not be granted unless the applicant provides reasonable assurance that all property taxes, sewage disposal charges and drain and sewer assessments applicable to the mobile home, including those for the current tax year, have been paid or that the mobile home is exempt from those taxes. A municipality may waive the requirement that those taxes be paid before the issuance of a permit if the mobile home is to be moved from one location in the municipality to another location in the same municipality for purposes not related to the sale of the mobile home.

**11. Violation.** A person who moves an object over the public way in violation of this section commits a traffic infraction.

Section History:

PL 1993, Ch. 683, §A2 (NEW).

PL 1993, Ch. 683, §B5 (AFF).

PL 1997, Ch. 144, §1,2 (AMD).

PL 1999, Ch. 117, §2 (AMD).

PL 1999, Ch. 125, §1 (AMD).

PL 1999, Ch. 580, §13 (AMD).

PL 2001, Ch. 671, §30 (AMD).

PL 2003, Ch. 166, §13 (AMD).

PL 2003, Ch. 452, §Q73,74 (AMD).

PL 2003, Ch. 452, §X2 (AFF).



**MUNICIPAL OVERLIMIT PERMIT FOR CONSTRUCTION**

MUNICIPALITY: \_\_\_\_\_

Phone: 207- \_\_\_\_\_ ; fax: 207- \_\_\_\_\_

**APPLICATION FOR OVERLIMIT PERMIT TO MOVE CONSTRUCTION EQUIPMENT AND LOADS IN EXCESS OF LEGAL LIMITS ON MUNICIPAL WAYS**

Construction Time Period:

Per 29-A § 2382 (7) MRSA, application is hereby made to the MUNICIPALITY OF \_\_\_\_\_ for An Overlimit Permit to move construction equipment, material, objects or loads in excess of legal limits over ways maintained by the MUNICIPALITY in support of construction operations for the following Maine DOT project

Project Description:

Project Identification Number (PIN):

NAME OF PERMITTEE (Construction Company):

STREET/P.O. BOX:

CITY:

STATE/PROV:

ZIP / POSTAL CODE:

PHONE:

FAX:

This object or load cannot be readily reduced to the legal limits.

Signed by:

(name & title)

-----  
Permit is granted. A copy of this signed permit will be provided to the permittee as prove of permit. This permit will automatically expire at the physical completion of the above construction project. The original permit will be held on file at the municipality.

Signed:

Municipal Official



**MUNICIPAL OVERLIMIT PERMIT FOR CONSTRUCTION**

MUNICIPALITY: \_\_\_\_\_

Phone: 207- \_\_\_\_\_ ; fax: 207- \_\_\_\_\_

**APPLICATION FOR OVERLIMIT PERMIT TO MOVE CONSTRUCTION EQUIPMENT AND LOADS IN EXCESS OF LEGAL LIMITS ON MUNICIPAL WAYS**

Construction Time Period:

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FAX:

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Signed by:

(name & title)

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Permit is granted. A copy of this signed permit will be provided to the permittee as prove of permit. This permit will automatically expire at the physical completion of the above construction project. The original permit will be held on file at the municipality.

Signed:

Municipal Official

BOND # \_\_\_\_\_

Date:

**MUNICIPAL CONSTRUCTION BOND**

KNOW ALL MEN BY THESE PRESENTS: That (name of construction firm) \_\_\_\_\_  
 \_\_\_\_\_ and the Municipality of \_\_\_\_\_, as  
 principal, and.....  
 , a corporation duly organized under the laws of the State of ..... and having a  
 usual place of business .....  
 as Surety, are held and firmly bound unto the Treasurer of the Municipality of  
 \_\_\_\_\_ in the sum of  
 \_\_\_\_\_ and 00/100 Dollars (\$ )  
 to be paid said Treasurer of the Municipality of \_\_\_\_\_ or  
 her/his successors in office, for which payment well and truly to be made, Principal and  
 Surety bind themselves, their heirs, executors and administrators, successors and assigns,  
 jointly and severally by these presents.

The condition of this obligation is such that if the Principal designated as Contractor in  
 the Contract to construct Project Number \_\_\_\_\_ in the Municipality of  
 \_\_\_\_\_ promptly and faithfully performs the Contract,  
 without damage to the municipal ways, other than normal wear and tear; then this  
 obligation shall be null and void; otherwise it shall remain in full force and effect.

However, if the Principal designated as Contractor causes damage to any municipal way  
 beyond normal wear and tear, in the construction of the above project through the use of  
 legal weight, legal dimension trucks or equipment; or overweight or over-dimension  
 equipment or trucks (as defined in 29-A MRSA) on the municipal ways, then this bond  
 may be used to guarantee that the contractor either repairs or pays for the damage caused  
 by the use of its equipment or trucks. The degree of damage beyond normal wear and  
 tear will be determined by municipal officials with the assistance of the Maine  
 Department of Transportation.

The Surety hereby waives notice of any alteration or extension of time made by the Municipality.

Signed and sealed this ..... day of ....., 20.....

WITNESS:

SIGNATURES:

CONTRACTOR:

Signature.....  
Print Name Legibly .....  
.....

.....  
Print Name Legibly .....  
.....

WITNESS:

SIGNATURES SURETY:

Signature.....  
Print Name Legibly .....

Signature.....  
Print Name Legibly .....

NAME OF LOCAL AGENCY: .....  
ADDRESS .....  
TELEPHONE .....

NAME OF SURETY  
SURETY ADDRESS:.....

BOND # \_\_\_\_\_

BOND # \_\_\_\_\_

Date:

**MUNICIPAL CONSTRUCTION BOND**

KNOW ALL MEN BY THESE PRESENTS: That (name of construction firm) \_\_\_\_\_  
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 principal, and.....  
 , a corporation duly organized under the laws of the State of ..... and having a  
 usual place of business .....  
 as Surety, are held and firmly bound unto the Treasurer of the Municipality of  
 \_\_\_\_\_ in the sum of  
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WITNESS:

SIGNATURES:

CONTRACTOR:

Signature.....

.....

Print Name Legibly .....

Print Name Legibly .....

.....

.....

WITNESS:

SIGNATURES SURETY:

Signature.....

Signature.....

Print Name Legibly .....

Print Name Legibly .....

NAME OF LOCAL AGENCY: .....

ADDRESS .....

TELEPHONE .....

NAME OF SURETY

SURETY ADDRESS:.....

BOND # \_\_\_\_\_