

**Town of North Yarmouth  
Select Board Meeting Agenda  
Tuesday, July 6, 2021  
Business Meeting 7:00 pm**

**I. Call to Order**

- Pledge of Allegiance
- Organization of Board

The format and structure for Select Board meetings are authorized and governed by our Town Charter and the Select Board Bylaws with overarching guidance from Maine Statutes. Select Board members are not collectively or individually allowed to speak about personnel matters and may only address personnel matters in an executive session per State Statute Title 1 § 401-410.

**II. Minutes of Previous Meeting(s)**

- June 15, 2021

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

Comments regarding non-agenda issues, concerns, commendations, or matters of general public information are welcome. The public is encouraged when commenting or expressing points of view about an individual(s) that they do so in a respectful and constructive manner. Topics relating to personnel matters cannot be acknowledged.

Each individual must be recognized by the Chair and will have up to three (3) minutes to speak. The Chair may recognize members of the public at their discretion and will prioritize individuals who have not spoken more than once.

**IV. Management Reports & Communications**

- Acting Town Manager's Report

**V. Old Business**

- Set TIF Workshop Date
- Muskie School of Policy
- Fee Schedule Ordinance Review

**VI. New Business**

- First Review of Fire Barn Lease
- Annual Appointments
- Appointment – Budget Committee
- First Review of Request for Proposals – Auditing Services
- Select Board Goals

**VII. Accounts Payable - Review & Approval**

**VIII. Any Other Business**

Select Board Members: A reminder, the “any other business” section on the agenda is not to include previously discussed items, any formerly “settled items,” personal matters, or Town personnel matters. Please submit your other business item(s) to the Town Manager, Chairman, or Vice Chairman prior to the meeting by email or written letter dropped off at the Town Office. Thank you.

**IX. 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.

July 6, 2021

**Agenda - Section II. Meeting Minutes**

- *Move to approve the minutes for June 15, 2021, as presented. Second, discussion and vote follow.*

**Town of North Yarmouth  
Select Board  
Meeting Minutes of Tuesday, June 15, 2021**

**Call to Order** – Steve Berry, James Moulton, Brian Sites, Austin Harrell, and David Reed were present. Chairperson Berry called the meeting to order at 7:00 PM.

**Special Presentation (4:15)**

**Dick Woodbury, Casco Bay Trails** – Chairperson Berry recognized Martha Levitt to speak on the vision of Casco Bay Trails to make North Yarmouth a recreational destination. Dick Woodbury described to the Board the connectivity opportunities provided by the St. Lawrence and Atlantic Railroad line. Mr. Woodbury described the Rail Corridor Advisory Council Process that was approved by the legislature and governor that would allow elected officials to request that a Rail Corridor Advisory Council be created to determine the best use of rail corridors not being utilized. Mr. Woodbury requested that North Yarmouth request a Rail Corridor Advisory Council Process. Selectperson Reed asked Mr. Woodbury how extensive the proposed connective trail would be. Selectperson Reed asked Mr. Woodbury what resources were needed to move forward with expanding the Eastern Trail. Mr. Woodbury stated that state and private funds have been allocated for similar projects; mostly projects are state funded (80%) with roughly 20% being private or municipal contributions. Selectperson Moulton asked Mr. Woodbury what the Town's first step would be to show interest in the project. Mr. Woodbury suggested that an endorsement from the Board to allow the freight easement to expire and to request the State to create a Rail Corridor Advisory Council Process would be the best-case scenario. Selectperson Moulton asked a follow up question regarding consequences if the Town endorsed having the freight easement expire. Mr. Woodbury responded in the negative. Selectperson Moulton summarized the discussion that the Town needs to show interest to move forward with continuing the Casco Bay Trail project. Chairperson Berry recognized the public. Mr. Woodbury answered questions from the public. Selectperson Reed shared his support with the project. Mr. Merrill, North Road, made comments of his property in Windham that is divided by the Mountain Division Trail and suggested that the Board consider those property owners who could be effected by the creation of a trail that could go through their property. Anne Graham, Farms Edge Road, spoke on the condition of the railroad. Ms. Graham made comments supporting the project and the additional safety measures it provides for bikers and walkers on North Road. Ms. Graham shared her interests in being involved. Selectperson Sites asked if a draft resolution could be provided. Mr. Woodbury stated that he did have a draft resolution and explained the support that has been provided by surrounding communities at this point. Rachel Whitmarsh, Wild Turkey Lane, asked if taxes would need to be appropriated to maintain the trail. Mr. Woodbury responded that the responsibility would be shared with a regional authority and that the details would need to be worked out at a future time. Selectperson Moulton asked if the Town or another organization would be provided rights to the property by the state. Mr. Woodbury responded that the state would still own the property and largely maintain it. Selectperson Moulton followed up with a question of who controls the property. Selectperson Sites responded that Mr. Woodbury's purpose for being at the meeting was to introduce the topic and provide next steps for the Board. Selectperson Reed asked if federal spending would be provided. Mr. Woodbury responded that the Town needs to first have a "shovel ready" project that could be applied for federal funding.

**North Yarmouth School Fund Awards** – Blaine Barter, Chairperson of the North Yarmouth School Fund Trustees, on behalf of the committee, offered his condolences for the Baston family for their loss of Dick Baston. Chairperson Barter explained the history and available uses of the scholarships to the Select Board. The Board randomly picked the winners of the North Yarmouth School Fund Award. Chairperson Barter announced the winners:

- Eliza Ingersoll
- Kaitlyn Guay
- Bailey June Hamm
- Payton Hatch
- Nathaniel Andrew Duden

**Minutes of Previous Meeting(s) (35:00)** – Chairperson Berry moved to approve the minutes for June 1, 2021, as presented. Selectperson Harrell seconded. Discussion: none. **Vote: 5 Yes – 0 No.**

**Public Comment - Non-Agenda Items (35:28)** – Clark Baston, Road Commissioner, thanked the Fire Rescue Department for assisting with the funeral services for his father, Richard Baston. Mr. Baston also thanked Fire Rescue Chief, Greg Payson, for coordinating the funeral and Debbie Grover for stepping in and assisting. Anne Graham, Farms Edge Road, shared her concerns with how community members treat volunteers on committees. Ms. Graham thanked Chairperson Berry for his service to the Select Board. Chairperson Berry thanked Ms. Graham.

Scott Kerr, New Gloucester Road, thanked Chairperson Berry for his service to the Select Board.

Judy Potter, Walnut Hill Road, asked if the public could ask questions during the agenda item that it relates to. Chairperson Berry answered in the affirmative.

Laurie Robinson, Lufkin Road, asked about notification on the board outside the Wescustogo Hall & North Yarmouth Community Center regarding Annual Town Meeting. Acting Town Manager, Debbie Grover, stated that she would look into putting messaging on the board and also responded that signs were placed around town at the beginning of June. Katie Murphy, Mountfort Road, asked the Acting Town Manager if childcare was being provided at Town Meeting. The Acting Town Manager responded in the affirmative and will be available from 8:30 AM – 3:00 PM. Selectperson Reed asked if food or drinks could be provided for Annual Town Meeting. The Acting Town Manager responded that Town Meetings generally don't go beyond 1 PM. Selectperson Moulton made a comment about having a food truck. Selectperson Reed made comments on having water being provided at the meeting.

### **Management Reports & Communications: (45:45)**

Acting Town Manager's Report – The Acting Town Manager's Report can be found in the meeting materials for this meeting. Chairperson Berry read the report to the Board.

Financial Reports – The Financial Reports for May 2021 were provided to the Select Board.

### **Old Business: (54:41)**

MSAD #51 School Board Appointment – Vice Chairperson Moulton explained the process of evaluating the individuals who applied to the MSAD #51 School Board appointment.

Elizabeth Jacobson, Titcomb Field Road, withdrew her application for being appointed to the MSAD #51 Board of Directors.

Laurie Bachelder, Oak Hill Road, provided her opening statement to the Select Board. Ms. Bachelder's speech can be viewed on the video recording of the meeting.

Vanessa Bryant, Farms Edge provided her opening statement to the Select Board. Ms. Bryant's speech can be viewed on the video recording of the meeting.

Selectperson Reed asked Ms. Bachelder and Ms. Bryant what the common ground was in the community. Ms. Bryant asked for clarification. Ms. Bryant responded that she values listening to everyone's opinions, the facts, and listening to the community to find the middle ground. Ms. Bryant concluded that the School Board was for the children. Selectperson Reed commented on the process for choosing student representatives and asked both applicants if they would be in favor of an election of the students to choose their representatives to the MSAD #51 School Board rather than administration. Ms. Bryant responded that she would be in favor of an election of the student body. Ms. Bachelder also agreed. Ms. Bachelder followed up on comments of transparency with the MSAD #51 School Board and the public. Ms. Bachelder responded to Selectperson Reed's question on common ground in the community. Ms. Bachelder stated that she understood a group of parents that were not being heard by the current MSAD #51 School Board and that a platform needed to exist to correct that.

Selectperson Moulton asked how the applicants would keep taxes down and promote student success. Ms. Bachelder responded that the MSAD #51 School Board needed to consider the parent and tax payer. Ms. Bachelder proposed reallocated resources from the administrative offices to the classroom; competitive bidding with services; containing costs with employee benefits but also providing the best benefits for recruiting the brightest educators (cost-savings); instituting collective bargaining; being fiscally responsible through

assessments to avoid building an expensive school; and, more collaboration between Town Councils and the MSAD #51 School Board to act on shared interests. Selectperson Moulton asked what their opinions were on MSAD #51's standing compared to the surrounding local schools. Ms. Bachelder stated her agreement with having a lower tax base and receiving more funding to offset school expenses. Ms. Bachelder made further comments on how a consultant could be beneficial in helping the district lower budget costs. Ms. Bryant responded to Selectperson Moulton's question stating that the MSAD #51's budget did reflect cuts to the administration department. Ms. Bryant made further comments on the efforts made to reduce the budget and provide fair salaries to teachers; Ms. Bryant also commented on the possibility of a growth cap to reduce student enrollment to control taxes.

Selectperson Sites asked the applicants what piqued their interest to be involved with the MSAD #51 Board of Directors and two (2) goals they wish to see accomplished. Ms. Bryant stated that the choices of the MSAD #51 Board of Directors during the pandemic brought her interest in running for the position and wanting to be appointed. Furthermore, Ms. Bryant stated that she wanted to do a better job at supporting the middle group of students in the MSAD #51 district. Ms. Bachelder responded to Selectperson Site's question. Ms. Bachelder stated that her interest in applying for the position was to have better transparency between the MSAD #51 Board and the public. Ms. Bachelder stated that she wanted more meaningful discussion with the public and her concerns with the discussions of the Equity and Inclusion Committee. Furthermore, Ms. Bachelder stated her disagreements with the MSAD #51 Board of Director's decision to not say the pledge of allegiance or have an American flag at the meeting. Ms. Bachelder followed up on her opinions on the Equity and Inclusion Committee's discussion on Critical Race Theory in schools; Ms. Bachelder does not support the theory but does agree with practicing equity and inclusion in schools.

Selectperson Reed asked the applicants how they would support students with an IEP. Ms. Bachelder spoke on her experiences with her child who has an IEP and stated that she continues to advocate for those students who have those difficulties. Ms. Bachelder made comments on focusing on students who are in the middle (between lower-level learners and higher-level learners). Ms. Bachelder supports more accessibility to vocational classes. Ms. Bryant agreed that vocational classes should be utilized. Ms. Bryant stated that she believed there needs to be more focus on how students learn to better place them with educators that will help them be successful.

Selectperson Reed asked the applicants how they would each address homework workload that Mr. Reed felt was repetitive or unnecessary at times. Ms. Bryant responded that a policy might be instituted to control how much homework is sent home with the student but cautioned that the time spent on homework can be very different from each student. Ms. Bachelder responded on her children's experiences with completing homework and stated that her opinion was those children be provided more support in the classroom to avoid repetitive homework and students falling behind. Ms. Bachelder stated that children learn more organizational skills in lieu of repetitive homework.

Ally Ford, Edna Lane, made a comment supporting Laurie Bachelder.

Andrea Berry, Memorial Highway, asked the Board to support a candidate who would be in favor of racial equity. Mrs. Berry asked if the applicants could speak to LGBTQ rights.

Jennifer Smith, Royal Road, made a comment supporting Laurie Bachelder.

Kasey Ford, Edna Lane, commented on equity and inclusion being heavily supported on the MSAD #51 School Board and that he would prefer to see a member be appointed who had a differing viewpoint. Mr. Ford stated his support for Laurie Bachelder.

Tucker Cianchette, Bowdoin Court, made a comment supporting Laurie Bachelder.

Anne Graham, Farms Edge Road, made a comment on divisiveness in the community and shared her support for Vanessa Bryant.

Kelly Walker, Whitney Farms Road, made comments supporting Laurie Bachelder and shared her concerns with theories being taught in the classroom.

Laurie Bachelder provided her closing statement to the Select Board. Ms. Bachelder's speech can be viewed on video recording of the meeting.

Vanessa Bryant provided her closing statement to the Select Board. Ms. Bryant's speech can be viewed on the video recording of the meeting.

Selectperson Reed moved that the Select Board enter into executive session pursuant to Title 1 MRS § 405 Executive Sessions § 6(A) to discuss an appointment to the MSAD #51 Board of Directors. Selectperson Sites seconded. Discussion: none. **Vote: 4 Yes – 0 No – 1 Abstain (Chairperson Berry).**

The Board came out of Executive Session at approximately 9:45 PM. Vice Chairperson Moulton announced Vanessa Bryant as the choice for MSAD #51 School Board Director.

Chairperson Berry made a point of order that the Select Board make a motion to Vice Chairperson Moulton's announcement. Vice Chairperson Moulton moved to appoint Vanessa Bryant to a one (1) year term onto the MSAD #51 Board of Directors. Selectperson Sites seconded. Discussion: Selectperson Reed stated that Laurie Bachelder did a great job in presenting herself. Selectperson Moulton concurred. **Vote: 4 Yes – 0 No – 1 Abstain (Chairperson Berry).**

COVID-19 Standard of Operations Policy – Chairperson Berry moved to accept the COVID-19 Standard of Operations Policy, as written. Selectperson Sites seconded. Discussion: Chairperson Berry recognized Judy Potter, Walnut Hill Road. Ms. Potter asked if the Town Office was able to allow for recordings. The Broadcast Technician explained that the meeting room allows for meetings to be recorded and that portable broadcasting equipment is available. Ms. Potter questioned Section 7(C) of the COVID-19 SOP regarding the allowable meeting room capacity of 36 people. Ms. Potter advocated for having meetings permanently at the Wescustogo Hall. Selectperson Reed inquired on the dates of the Ballfield being assessable. Chairperson Berry and Selectperson Sites clarified the effective dates of the policy. Selectperson Moulton asked if the policy would stop being effective June 30, 2021. Chairperson Berry answered in the affirmative. Selectperson Reed asked what the Town Manager's authority was on creating policies and suggested that the Town Manager have limited authority on setting policies before the Board is involved. Chairperson Berry reminded the Board that the Town Manager, Rosemary Roy, did provide the policy for Board review at a regular business meeting when it was first implemented. Selectperson Reed stated that he believed an elected board is more qualified in representing the public and making decisions in times of crisis than a town employee. Selectperson Sites asked if the Board is voting on a policy that was going to expire in fifteen (15) days. Chairperson Berry answered in the affirmative. **Vote: 5 Yes – 0 No.**

Selectperson Reed moved to assert that the Select Board has the rule-making capacity in times of crisis though the Town Manager, in sudden crisis, may come up with a policy to addresses it but will be void if the Select Board chooses not to extend it at the next meeting. There was no second to the motion, however the Select Board engaged in the following discussion:

Selectperson Moulton stated that he believes the Board knows what authority it has. Chairperson Berry stated that he did not feel comfortable weighing on either side of Selectperson Reed's motion without looking over the motion in writing. Selectperson Sites stated that he believes the Charter does not address the situation described by Selectperson Reed. Selectperson Sites stated that he would ask for a legal opinion. Selectperson Moulton concurred. Selectperson Reed stated that a lawyer with constitutional law experience and theoretical philosophical experience should weigh in on an interpretation of the town's charter. Selectperson Moulton stated that he believed the town's attorney would be sufficient in a legal opinion. Chairperson Berry recognized Mike Mallory, Walnut Hill Road. Mr. Mallory stated that the Town Manager works under the Select Board and felt that there was clarity on the authority of the Select Board.

Selectperson Reed withdrew his motion.

Chairperson Berry moved to have the Acting Town Manager initiate the attorney to review the Town Manager's authority to implement policy as described in the charter. Selectperson Sites seconded the motion. Discussion: none. **Vote: 5 Yes – 0 No.**

Route 115 Safety Assessment – Chairperson Berry moved to direct the Acting Town Manager to prepare a letter to the MDOT Commissioner to request that the section of Gray Road between Haskell Road to the Bittersweet Ridge Disc Golf Entrance be striped as a no passing zone and to bring such letter back to the Board for endorsement. Selectperson Moulton seconded the motion. Discussion: Selectperson Harrell asked the Executive

Assistant to the Town Manager about the data provided to the Board from a speed trailer on Gray Road. The Executive Assistant stated that he did not review the data completely but provided the information as requested by a citizen as part of an FOIA request. Selectperson Reed asked what the speed was on Gray Road. Clark Baston, Road Commissioner, stated that it was 45 MPH. The Road Commissioner stated that the concern was on being able to pass on Gray Road and not on speed. Chairperson Berry clarified that the MDOT was looking at line-of-sight. The Road Commissioner explained that the approval of the request from the resident by the Commissioner could set a precedent that could create more restrictions on passing and avoid cars to pass slow moving traffic, like a farm trailer. Scott Kerr, New Gloucester Road, stated that the speed trailer did not pick up his tractor's speed as he went by it. Paul Napolitano, Mill Ridge Road, stated that he is more concerned with the brush from Bittersweet Ridge Disc Golf. Chairperson Berry read a letter provided by Pamela Smith. The letter from Ms. Smith is included in the meeting materials for this meeting. The Executive Assistant reminded the Board of the letter provided by MDOT. Selectperson Harrell that he would not vote to move forward with the request. Selectperson Reed concurred. Selectperson Sites asked for clarification on how the Board should vote if they do not want to move forward with a letter to the MDOT Commissioner. Chairperson Berry responded that members who do not want to move forward vote "NO". Chairperson Berry restated the motion. Selectperson Reed asked for clarification of MDOT would still stripe the 300 ft from the junction of Mill Road and Gray Road to Deer Brook Apts. Road. Chairperson Berry answered in the affirmative. **Vote: 0 Yes – 5 No.**

### **New Business: (3:17:28)**

Cumberland County Community Development Program – Chairperson Berry moved to continue the Town of North Yarmouth's partnership with Cumberland County Community Development. Selectperson Sites seconded the motion. Discussion: none. **Vote: 5 Yes – 0 No.**

Ecomaine Representative – Appointment – Chairperson Berry moved to appoint Rob Wood as the town's ecomaine representative for a term to expire on June 30, 2022. Selectperson Sites seconded the motion. Discussion: none. **Vote: 5 Yes – 0 No.**

Muskie School Housing Study – Selectperson Sites asked to table the agenda item for the next meeting.

**Accounts Payable (3:20:43)** – Chairperson Berry moved to approve accounts payable warrants 52 & 53 in the amount of \$ 868,037.94, as presented for FY21. Discussion: Selectperson Reed asked about the Town Manager's salary on the payroll. Chairperson Berry responded that the Town Manager is out on Family Medical Leave Act and that the Town is still paying her. **Vote: 5 Yes – 0 No.**

### **Any Other Business: (3:21:57)**

Selectperson Sites reported on the progress of the Royal River Alliance and the progress of the removal of the Royal River dam. Chairperson Berry asked the public to reach out to Selectperson Sites if they are interested in joining the Board.

Selectperson Moulton reported to the Select Board that he spoke with one of the Sheriff's officers to better understand whatever problem there was that caused the Sheriff's Office to move out of the Fire Rescue Station.

Selectperson Moulton asked if a picture of the updated drawing for the front cover of the Village Master Plan could be provided to the townspeople at the Annual Town Meeting. Selectperson Moulton asked the Acting Town Manager if the most updated mil rate could also be provided to the Select Board at the Annual Town Meeting. Selectperson Harrell clarified that the drawing of the Village Master Plan was the revised version. Selectperson Harrell stated that the front cover image was out of context without the full Village Master Plan. Selectperson Moulton stated that he believed the picture said a lot. Selectperson Reed stated that he believed a crosswalk should be placed on Route 9 in context to the Village Master Plan drawing. Selectperson Sites stated that he saw no issue with providing the document at the Town Meeting. Scott Kerr, New Gloucester, stated that the drawing in the Village Master Plan was page four (4) of the plan posted online.

**Adjournment** - Chairperson Berry moved to adjourn at approximately 10:30 PM. Selectperson Sites seconded. Discussion: none. **Vote: 5 Yes – 0 No.**

Prepared By: Draven Walker  
Executive Assistant/Recording Secretary

Select Board

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Steve Berry, Chair

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James Moulton, Vice Chair

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Brian Sites

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Austin Harrell

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David Reed

July 6, 2021

**Section IV. Management Reports & Communications**

- Acting Town Manager's Report

Report(s) herein.

The information contained in this report is intended to inform the Select Board, staff, and residents, of some of the current activities taking place in the manager's office or the town in general. All topics are open for discussion.

**Legal Opinion:** Attached to this report is the legal opinion from the Town's attorney, Shana Cook Mueller of Bernstein Shur, regarding clarification on Town Charter, Article III. Town Manager, subsection 3, Roles and Responsibilities.

**Cyber Security:** Hearing about the recent cyber-attack on the Town of Freeport, I asked our computer and networking consultants, Ion Networking, to provide me with a letter explaining their efforts to prevent this from happening in our Town and to make any recommendations if they see any are needed. Their response is attached to the report.

**Local Road Assistance Program (LRAP):** Maine Department of Transportation has posted the disbursements for FY22. North Yarmouth's share is \$27,912. We had budgeted \$25,000 for this revenue. The purpose of the Local Road Assistance Program established in M.R.S. Title 23, §1801 is to provide equitable financial assistance to communities for their use in improving local roads and maintaining state roads in urban compact areas. The purpose of the Secondary Road Program Fund established in this subchapter is to establish a partnership between communities and the State in making capital improvements to state aid minor collector highways and state aid major collector highways.

**Summer Concerts on the Village Green:** The first event is Wednesday, July 7<sup>th</sup>, starting at 6:30 PM featuring a Night of Magic with Phil Smith of Abracadabra Products. Bring a chair or two, pack a picnic, and enjoy a night of entertainments with your neighbors and friends.

**Joint Board Meeting:** The joint meeting of the Cumberland Council, North Yarmouth Select Board & MSAD #51 Board of Directors has been moved to August 6, 2021, at 6:00 PM, at the Wescustogo Hall & North Yarmouth Community Center. This meeting is to go over the finalized plans for the new school project in advance of the referendum vote on November 2<sup>nd</sup>. Right now, the Board is scheduled to vote to call the referendum on Monday, September 20<sup>th</sup>.

**Kite Festival:** The Living Well in North Yarmouth Committee has announced they are bringing back the Kite Festival this October 2<sup>nd</sup> at the Old Town House Park between the hours of 11:00 AM and 4:00 PM. Watch the Town website and social media account for details.

**Kenneth "Kenny" Allen:** Sadly, I share the news that former Selectman, Kenneth Allen, passed away on June 28<sup>th</sup>, at the age of 84. Kenny served on the Select Board from 1999 to 2001 and was a lifelong resident of North Yarmouth.

**Reminder:** Tuesday, July 27, 2021 at 6:00 PM Training for G402 Emergency Management for Municipal Elected Officials and Officers at the Wescustogo Hall & North Yarmouth Community Center.

Respectfully submitted,

*Debbie Allen Grover*

Debbie Allen Grover, Acting Town Manager



# Memorandum

**To:** Debbie Allen Grover, Temporary Town Manager, Town of North Yarmouth

**From:** Shana Cook Mueller, Esq.

**Date:** July 1, 2021

**Re:** Powers and Duties of the Select Board, Town Manager and Director of Emergency Preparedness in Policymaking During States of Emergency

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## I. INTRODUCTION

You have asked for clarification on the rights and responsibilities of the Town Manager and the Select Board in the formation of policies for the Town of North Yarmouth (the “Town”). In particular, your question relates to policies addressing “states of emergency.” During the COVID-19 pandemic, the Director of Emergency Preparedness and the Town Manager collaborated in the development of a COVID-19 policy. Legal authority supports the process that was used in the Town to set policy during the COVID-19 pandemic. Acknowledging the law could be clearer, to the extent the Select Board would like to clarify respective roles and duties for a future state of emergency, it could craft an ordinance that spells out the process of policymaking during a state of emergency. So long as such ordinance is consistent with the Town Charter and applicable State law, it could be submitted by the Select Board to the town meeting for enactment.

## II. ANALYSIS

### A. Rules and Policies Related to Municipal Emergency Management Agency

The Maine Revised Statutes outline the requirements and process for operating a local Emergency Management Agency.<sup>1</sup> The law requires that municipalities appoint an Emergency Management Director and that the Emergency Management Director facilitates cooperation in the work of disaster mitigation, preparedness, response and recovery.<sup>2</sup> Additionally, the Statute provides that law enforcement officers are empowered to enforce any of the rules promulgated

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<sup>1</sup> 37-B M.R.S.A. Ch. 13, Subchapter 3.

<sup>2</sup> 37-B M.R.S.A §782.

under the Statute in times of an emergency.<sup>3</sup> The Town Charter authorizes the Town Manager to appoint, subject to confirmation by the Select Board, a Director of Emergency Preparedness.<sup>4</sup> The Charter does not further explain the role played by the Director of Emergency Preparedness, so we assume the role was meant to fulfill that required by Maine Revised Statutes in Title 37-B.

During the COVID-19 state of emergency, the Town of North Yarmouth's Director of Emergency Preparedness developed a policy in consultation with the Town Manager and with the Maine Center for Disease Control. Revisions to the policy were also issued in consultation with the Maine Center for Disease Control. The Select Board was provided with the policy document throughout the pandemic. It is reasonable to determine that the policy developed and disseminated by the Director of Emergency Preparedness and the Town Manager constitutes rules promulgated pursuant to Maine Revised Statutes Title 37-B and are therefore enforceable.

### **B. General Select Board and Town Manager Power and Duties**

The Select Board has powers enumerated in Article II, Section 4 of the Town Charter, including the power to hold public meetings and appoint committee/board members as well as certain other Town positions. The Select Board also selects the Town Manager but does not have executive or administrative power over Town staff. As Article II(4)(j) provides, *"The Select Board shall deal with town employees solely through the Town Manager and shall not give orders to any subordinates of the manager, either publicly or privately."*

The Town Manager's roles and responsibilities lie with the day-to-day functions of the Town. The Town Manager oversees all Town staff and has administrative control over all departments. The Town Manager can make recommendations to the Select Board regarding orders or ordinances, but the power to enact ordinances ultimately lies with the town meeting. In addition, the Town Charter also states that any administrative and executive functions of the Town *not* provided to the Town Manager are reserved to the Select Board.<sup>5</sup> Article III Section 3 of the Town Charter states that the Town Manager can:

*"Exercise administrative control over all departments created herein or that may be created hereafter either by general law or ordinance, including but not limited to all matters of hiring, firing, and employee discipline."*

In addition, the Town Manager must:

*"Be responsible to the Select Board for the administration of all departments and offices of the town and to keep the Select Board advised as to the business, operations, and needs of the town."*

The Town Manager has the authority under the Town Charter to develop and establish policies relating to the general administrative management of the Town and any employment related matters. The COVID-19 policy can be reasonably characterized as a general administrative and

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<sup>3</sup> 37-B M.R.S.A. §786.

<sup>4</sup> Town Charter, Article III(2)(g).

<sup>5</sup> Town of North Yarmouth Charter, Article III. §1.

employment-related policy that the Town Manager, in addition to the Director of Emergency Preparedness, had authority to establish.

### III. CONCLUSION

There is legal authority that supports the power of the Director of Emergency Preparedness and the Town Manager to establish policies relating to states of emergency. It may be advisable for the Select Board to craft an ordinance which spells out the required process for the establishment of rules and policies applicable during a state of emergency. While such an ordinance cannot usurp the powers provided to the Director of Emergency Preparedness and the Town Manager in State law and under the Town Charter, it could require that any policies or rules promulgated during a state of emergency be brought before the Select Board for review and ratification as soon as practicable after issuance; however, such policies and rules could be effective prior to such ratification vote at the determination of the Director of Emergency Preparedness or the Town Manager. Also, to the extent such policies relate to the general administrative oversight of departments or the management of employees, the Select Board cannot be provided with the power to prevent such policies or rules from being implemented as Town policy. The ultimate authority in those circumstances where the Select Board disagrees with the general administrative or employment related policies of the Town Manager is through the Select Board's oversight of the Town Manager position.



To: Town of North Yarmouth Select Board

RE: Town of North Yarmouth – Current Hardware in Place to Protect Data and Network

It was requested to write up a document of our current network layout at the Town of North Yarmouth to protect from similar cyber-attacks that plagued the Town of Freeport. These attacks are mostly from clicking of a spoofed e-mail or an e-mail attachment. This exposes a network to a crypto-type virus that searches a local network with shared drives, encrypts the data and finally encrypts the PC that originally clicked on the virus unknowingly.

The Town of North Yarmouth's network has our initial defense set up against these types of attacks. Please read below for a brief explanation of these items:

- **Firewall with active threat management**
  - The town has multiple Cisco Meraki devices that are centrally managed via the cloud. This includes threat management, content filtering and all access from outside to internal computers are protected by a VPN connection. This provides a secondary, password protected, layer when connecting from home.
- **Datto Backup**
  - Datto is the leading provider of local and cloud-based backup in the world. This hardware device that takes hourly snapshots of the server at the town hall and at the end of the day it pushes it off site to a protected cloud service monitored by Datto and us at Ion Networking. This device looks for Crypto-Type viruses that encrypt data and will not allow it to be pushed off site. This allows for up to the hour protection of the Towns Data that is stored on the server.
- **Server and Workstation Management**
  - The Server and each workstation are under our software management. This monitors each device to notify us of any hardware related problems and more importantly it manages the windows updates that each PC requires to stay current and patched from known problems within the Windows Operating Systems.
  - In conjunction with the management, antivirus protection is enabled on each device which is monitored by Ion Networking to assure that updates and the protection stays active.
- **Wireless**
  - The town has wireless access. There are multiple wireless connections. We program a Public one, so it has no access to the local network, only the internet. This protects the network from unauthorized access and the inability to deploy these viruses.



- **SPAM Filtering:**

- The Spam Filtering range of easy-to-use cloud email security services ensure you meet regulatory compliance with services covering anti-spam, virus protection, and business continuity. Block's spam, viruses, and volume-based attacks before they reach the corporate network. Automatic inbound email queuing assures email continuity in the event of a local server outage. Outbound email filtering protects brand reputation and helps avoid IP address blacklisting.

These are a few of the protections that we have put in place, but there are other options to strengthen the network.

**Sentinel One:**

- This software and service is installed and inspects the PC. It takes a snapshot and then compares any changes, or installations of software against that information. This service is monitored 24/7 by a SOC who investigates any abnormalities and decides if it is malicious or not. If it is, it secures the PC from communicating on the network until it is mitigated. The SOC will attempt to protect or correct the action, if it cannot, the PC is locked down and Ion Networking coordinates with Sentinel One to fix the problem. We are notified of each event and 95% of the time, it is handled without intervention from us or the end user. This software is a premium service and is backed by a cash guarantee.

**Security Awareness Training:**

- This program allows us to deploy training and active rolling campaigns to keep training fresh for end users. There are multiple aspects to this training, and it is on-going. This program will keep track of users that keep falling for potential social engineering that come in via e-mail, telephone, etc. This is a very popular service that we are using at Ion Networking to train our own technicians on a daily, weekly, or monthly basis.

**Two-Factor Authentication:**

- **Two-factor authentication** adds a second layer of security to your online accounts. Verifying your identity using a **second factor** (like your phone or other mobile device) prevents anyone but you from logging in, even if they know your password.



These are some added programs we can put in place. The Town of North Yarmouth is in very good shape as security is concerned. The options above will add to the security of the towns network. If I can answer any questions or explain any more of our services, please feel free to reach out.

Regards,  
Conrad Jellison

A handwritten signature in black ink that reads "Conrad A. Jellison".

**Ion Networking** | Chief Information Officer  
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6/28/2021

## LOCAL ROAD ASSISTANCE PROGRAM: PAYMENTS TO ELIGIBLE MUNICIPALITIES, COUNTIES AND INDIAN RESERVATIONS

Geo Code	Municipality	Fiscal Year 22 Total Amount	Fiscal Year 21 Total Amount	Fiscal Year 20 Total Amount	Fiscal Year 19 Total Amount	Fiscal Year 18 Total Amount	Fiscal Year 17 Total Amount	Fiscal Year 16 Total Amount	Fiscal Year 15 Total Amount	Fiscal Year 14 Total Amount	Fiscal Year 13 Total Amount
21010	Abbot	\$ 28,964	\$ 26,176	\$28,124	\$27,412	\$27,820	\$27,384	\$27,508	\$27,228	\$29,588	\$31,404
31010	Acton	\$ 52,108	\$ 48,388	\$51,788	\$50,444	\$50,736	\$50,048	\$50,292	\$49,780	\$54,276	\$68,016
29010	Addison	\$ 29,444	\$ 27,280	\$29,196	\$28,440	\$28,688	\$28,240	\$28,368	\$28,080	\$30,616	\$29,720
11010	Albion	\$ 53,532	\$ 49,556	\$53,036	\$51,792	\$52,248	\$51,424	\$51,664	\$51,136	\$55,756	\$56,028
29020	Alexander	\$ 19,780	\$ 18,296	\$19,584	\$19,096	\$19,264	\$18,964	\$18,992	\$18,800	\$20,496	\$20,020
31020	Alfred	\$ 44,312	\$ 41,132	\$43,988	\$43,040	\$43,460	\$42,776	\$42,976	\$42,536	\$46,380	\$46,908
03010	Allagash	\$ 13,572	\$ 12,664	\$13,556	\$13,260	\$13,376	\$13,164	\$13,228	\$13,092	\$14,276	\$13,908
15010	Alna	\$ 25,096	\$ 23,200	\$24,828	\$24,136	\$24,348	\$23,964	\$24,084	\$23,840	\$25,996	\$26,976
19010	Alton	\$ 7,244	\$ 6,668	\$7,136	\$6,936	\$6,996	\$6,884	\$6,916	\$6,848	\$7,468	\$9,252
09010	Amherst	\$ 8,028	\$ 7,268	\$7,780	\$7,636	\$7,704	\$7,580	\$7,616	\$7,540	\$8,220	\$8,060
03020	Amity	\$ 12,352	\$ 11,464	\$12,268	\$11,924	\$12,032	\$11,840	\$11,896	\$11,776	\$12,840	\$14,844
17010	Andover	\$ 29,300	\$ 27,244	\$29,156	\$28,844	\$29,096	\$28,640	\$28,772	\$28,480	\$31,052	\$38,796
25010	Anson	\$ 52,296	\$ 48,708	\$52,124	\$50,668	\$51,112	\$50,308	\$50,540	\$50,028	\$54,548	\$66,636
13010	Appleton	\$ 45,040	\$ 41,800	\$44,736	\$43,548	\$43,928	\$43,124	\$43,324	\$42,884	\$46,760	\$49,824
03000	Aroostook Cty	\$ 98,804	\$ 91,864	\$97,384	\$80,512	\$81,372	\$73,904	\$74,248	\$59,076	\$62,272	\$60,736
23010	Arrowsic	\$ 8,596	\$ 7,712	\$8,256	\$8,012	\$8,084	\$7,956	\$7,992	\$7,912	\$8,628	\$12,372
31030	Arundel	\$ 42,172	\$ 39,252	\$42,008	\$40,948	\$41,308	\$40,660	\$40,848	\$40,428	\$44,084	\$47,496
03030	Ashland	\$ 35,364	\$ 32,900	\$35,212	\$34,340	\$34,644	\$34,100	\$34,256	\$33,908	\$36,972	\$36,312
25020	Athens	\$ 38,384	\$ 35,484	\$37,784	\$36,840	\$37,164	\$36,580	\$36,748	\$36,376	\$39,664	\$46,608
21020	Atkinson	\$ -	\$0	\$0	\$26,472	\$26,704	\$26,288	\$26,408	\$26,140	\$28,500	\$27,724
01010	Auburn	\$ 421,592	\$ 390,976	\$417,352	\$403,684	\$406,860	\$399,292	\$401,596	\$397,504	\$473,451	\$456,045
11020	Augusta	\$ 316,580	\$ 328,444	\$350,180	\$339,676	\$341,092	\$335,912	\$336,564	\$333,448	\$344,628	\$345,312
09020	Aurora	\$ 8,516	\$ 7,900	\$8,452	\$8,288	\$8,364	\$8,232	\$8,268	\$8,184	\$8,924	\$8,856
07010	Avon	\$ 13,364	\$ 12,360	\$13,228	\$13,096	\$13,212	\$13,004	\$13,064	\$12,932	\$14,100	\$17,784
29030	Baileyville	\$ 24,676	\$ 22,732	\$24,328	\$23,712	\$23,528	\$23,160	\$23,256	\$22,676	\$24,728	\$25,500
05010	Baldwin	\$ 44,564	\$ 41,692	\$44,620	\$43,464	\$43,856	\$43,168	\$43,368	\$42,924	\$46,804	\$48,636
03040	Bancroft	\$ -	\$ -	\$0	\$0	\$0	\$0	\$0	\$14,412	\$15,716	\$15,412
19020	Bangor	\$ 387,184	\$ 360,476	\$386,244	\$374,104	\$377,372	\$371,680	\$371,000	\$367,176	\$459,920	\$443,794
09030	Bar Harbor	\$ 57,552	\$ 53,436	\$57,144	\$55,724	\$56,376	\$55,492	\$55,700	\$55,132	\$63,962	\$68,517
29040	Baring Plt	\$ 6,420	\$ 5,972	\$6,392	\$6,212	\$6,660	\$6,552	\$6,584	\$6,136	\$6,688	\$7,308
23020	Bath	\$ 59,516	\$ 75,064	\$80,344	\$80,104	\$80,760	\$79,056	\$79,344	\$78,536	\$94,153	\$80,935
29050	Beals	\$ 7,352	\$ 6,796	\$7,276	\$7,072	\$7,132	\$7,020	\$7,052	\$6,980	\$7,612	\$7,400
21037	Beaver Cove	\$ 8,576	\$ 7,924	\$8,480	\$8,244	\$8,316	\$8,184	\$8,224	\$8,140	\$8,872	\$12,312
29060	Beddington	\$ 1,620	\$ 1,528	\$1,636	\$1,588	\$1,604	\$1,576	\$1,584	\$1,568	\$1,712	\$4,092
27010	Belfast	\$ 101,504	\$ 131,960	\$141,224	\$136,984	\$138,004	\$134,648	\$135,372	\$133,992	\$146,928	\$148,796
11030	Belgrade	\$ 46,504	\$ 42,972	\$45,992	\$44,776	\$45,160	\$44,428	\$44,656	\$44,200	\$48,184	\$49,584
27020	Belmont	\$ 16,776	\$ 15,428	\$16,508	\$16,048	\$16,188	\$15,936	\$16,008	\$15,844	\$17,276	\$18,024
11040	Benton	\$ 29,920	\$ 27,756	\$29,704	\$28,876	\$29,200	\$28,744	\$28,876	\$28,580	\$31,164	\$30,364
31040	Berwick	\$ 60,472	\$ 56,420	\$60,060	\$58,452	\$58,960	\$58,032	\$57,856	\$57,268	\$62,444	\$66,324
17020	Bethel	\$ 61,392	\$ 56,932	\$60,456	\$60,408	\$60,936	\$59,972	\$60,316	\$59,700	\$81,719	\$79,565

31050	Biddeford	\$ 204,428	\$ 189,576	\$202,896	\$197,260	\$198,832	\$192,160	\$195,124	\$193,264	\$226,775	\$219,556
25030	Bingham	\$ 20,468	\$ 18,952	\$20,320	\$19,752	\$19,380	\$19,076	\$19,164	\$18,968	\$20,684	\$23,568
03060	Blaine	\$ 28,212	\$ 26,040	\$27,872	\$27,092	\$27,328	\$26,900	\$27,024	\$26,748	\$29,164	\$28,404
09040	Blue Hill	\$ 49,936	\$ 46,424	\$49,684	\$48,428	\$48,812	\$48,044	\$48,268	\$47,776	\$52,104	\$50,768
15020	Boothbay	\$ 56,868	\$ 52,560	\$57,088	\$55,648	\$56,104	\$55,224	\$55,476	\$54,520	\$59,448	\$58,584
15030	Boothbay Harbor	\$ 26,532	\$ 24,624	\$26,416	\$25,804	\$26,028	\$25,620	\$25,964	\$25,608	\$28,212	\$29,532
23030	Bowdoin	\$ 44,236	\$ 41,348	\$44,252	\$42,796	\$43,168	\$42,492	\$42,688	\$42,252	\$46,072	\$46,368
23040	Bowdoinham	\$ 36,988	\$ 33,896	\$36,276	\$35,264	\$35,628	\$35,068	\$35,232	\$34,872	\$38,012	\$45,120
21050	Bowerbank	\$ 6,700	\$ 6,224	\$6,360	\$6,180	\$6,236	\$6,136	\$6,168	\$6,104	\$6,656	\$6,524
19030	Bradford	\$ 29,536	\$ 26,920	\$28,812	\$27,996	\$28,240	\$27,796	\$27,924	\$25,884	\$28,224	\$39,324
19040	Bradley	\$ 8,248	\$ 7,060	\$7,556	\$7,344	\$7,408	\$7,292	\$7,064	\$6,992	\$7,624	\$7,424
15040	Bremen	\$ 20,680	\$ 19,368	\$20,728	\$20,172	\$20,916	\$20,588	\$20,684	\$19,944	\$21,748	\$23,964
19050	Brewer	\$ 133,256	\$ 123,156	\$132,588	\$128,880	\$129,412	\$127,388	\$127,600	\$125,056	\$159,399	\$152,795
03070	Bridgewater	\$ 23,944	\$ 22,284	\$23,852	\$23,216	\$23,772	\$23,412	\$23,520	\$23,284	\$25,388	\$24,728
05020	Bridgton	\$ 106,984	\$ 99,788	\$106,792	\$103,836	\$104,956	\$103,284	\$103,672	\$102,616	\$111,888	\$109,172
25040	Brighton Plt	\$ 12,460	\$ 11,580	\$12,360	\$12,016	\$12,120	\$11,928	\$11,984	\$11,864	\$12,936	\$12,548
15050	Bristol	\$ 48,400	\$ 44,808	\$47,956	\$46,612	\$46,496	\$45,932	\$46,092	\$45,508	\$49,056	\$59,664
09050	Brooklin	\$ 32,872	\$ 30,252	\$32,376	\$31,364	\$32,232	\$31,724	\$31,872	\$31,548	\$34,396	\$33,608
27030	Brooks	\$ 25,480	\$ 24,208	\$25,908	\$25,308	\$25,528	\$25,128	\$25,244	\$24,988	\$27,244	\$32,376
09060	Brooksville	\$ 53,360	\$ 49,112	\$52,560	\$51,164	\$51,920	\$51,104	\$51,340	\$49,412	\$53,876	\$52,552
17030	Brownfield	\$ 53,212	\$ 49,612	\$53,096	\$51,692	\$52,144	\$51,328	\$51,544	\$51,020	\$55,168	\$53,696
21060	Brownville	\$ 25,260	\$ 23,412	\$25,056	\$24,396	\$24,612	\$24,224	\$24,336	\$24,088	\$26,264	\$25,728
05030	Brunswick	\$ 201,680	\$ 195,424	\$209,110	\$203,242	\$204,128	\$199,388	\$199,148	\$197,188	\$214,392	\$208,544
17040	Buckfield	\$ 45,628	\$ 42,580	\$45,572	\$44,296	\$44,684	\$44,244	\$44,448	\$43,992	\$47,900	\$55,044
09070	Bucksport	\$ 64,708	\$ 59,960	\$64,172	\$62,480	\$63,172	\$62,180	\$62,436	\$61,844	\$67,448	\$67,524
19060	Burlington	\$ 21,696	\$ 19,736	\$21,120	\$20,604	\$20,784	\$20,460	\$20,552	\$20,344	\$22,180	\$21,672
27040	Burnham	\$ 36,896	\$ 34,320	\$36,728	\$35,680	\$35,992	\$35,428	\$35,592	\$35,228	\$38,412	\$37,464
31060	Buxton	\$ 113,220	\$ 105,236	\$112,624	\$109,488	\$110,952	\$109,132	\$109,628	\$107,372	\$117,076	\$114,104
17050	Byron	\$ 7,948	\$ 7,412	\$7,932	\$7,744	\$7,812	\$7,692	\$7,728	\$7,648	\$8,340	\$8,892
29070	Calais	\$ 41,508	\$ 38,300	\$41,464	\$40,304	\$40,720	\$40,080	\$40,284	\$39,872	\$43,500	\$44,196
25050	Cambridge	\$ 18,156	\$ 16,644	\$17,812	\$17,312	\$17,444	\$17,172	\$17,248	\$17,072	\$18,616	\$19,452
13020	Camden	\$ 56,572	\$ 52,544	\$56,224	\$54,760	\$55,220	\$54,464	\$54,696	\$54,140	\$59,324	\$57,792
25060	Canaan	\$ 44,072	\$ 40,344	\$43,176	\$41,968	\$42,336	\$41,672	\$41,832	\$41,408	\$45,148	\$50,196
17060	Canton	\$ 18,740	\$ 17,448	\$18,836	\$20,072	\$20,248	\$19,908	\$20,000	\$19,796	\$21,584	\$28,764
05040	Cape Elizabeth	\$ 80,268	\$ 74,440	\$79,664	\$77,540	\$78,228	\$76,980	\$78,096	\$77,300	\$84,288	\$81,912
25070	Caratunk	\$ 5,640	\$ 5,288	\$5,660	\$5,500	\$5,876	\$5,784	\$5,812	\$5,752	\$6,272	\$6,684
03080	Caribou	\$ 135,156	\$ 134,728	\$143,156	\$139,552	\$142,260	\$135,600	\$135,872	\$133,744	\$155,168	\$155,016
19070	Carmel	\$ 32,428	\$ 30,132	\$32,300	\$31,460	\$32,264	\$31,756	\$31,904	\$31,576	\$34,432	\$40,884
07018	Carrabassett Valley	\$ 3,584	\$ 3,368	\$3,604	\$3,504	\$3,536	\$3,480	\$3,496	\$3,460	\$3,772	\$3,652
19080	Carroll Plt	\$ 15,256	\$ 14,248	\$15,252	\$14,940	\$15,068	\$14,832	\$14,900	\$14,748	\$16,084	\$15,656
07020	Carthage	\$ 10,728	\$ 10,060	\$10,768	\$10,520	\$10,620	\$10,456	\$10,504	\$10,396	\$11,336	\$14,448
03090	Cary Plt	\$ -	\$ -	\$0	\$14,472	\$14,964	\$14,728	\$14,984	\$14,832	\$16,172	\$17,508
05050	Casco	\$ 51,864	\$ 47,896	\$51,260	\$49,824	\$50,272	\$49,484	\$49,712	\$49,348	\$53,808	\$52,388
09080	Castine	\$ 12,944	\$ 12,068	\$12,916	\$12,552	\$12,664	\$12,464	\$12,584	\$12,456	\$13,400	\$13,068
03100	Castle Hill	\$ 15,040	\$ 14,300	\$15,304	\$14,836	\$14,964	\$14,728	\$14,796	\$14,648	\$16,160	\$15,736
03110	Caswell	\$ 12,268	\$ 11,440	\$12,240	\$11,900	\$12,004	\$11,816	\$11,868	\$11,748	\$14,952	\$14,556

03120	Chapman	\$ 19,076	\$ 17,708	\$18,952	\$18,424	\$18,912	\$18,616	\$18,700	\$18,508	\$20,184	\$19,640
19090	Charleston	\$ 34,344	\$ 32,004	\$34,252	\$33,336	\$34,160	\$33,624	\$33,780	\$33,436	\$36,456	\$41,436
29090	Charlotte	\$ 19,716	\$ 18,312	\$19,600	\$19,112	\$19,280	\$18,976	\$19,064	\$18,872	\$20,576	\$22,152
05055	Chebeague Island	\$ 14,964	\$ 14,044	\$15,028	\$14,768	\$15,108	\$14,868	\$14,940	\$14,784	\$16,120	\$15,696
11050	Chelsea	\$ 27,600	\$ 25,824	\$27,640	\$26,888	\$27,388	\$27,352	\$27,476	\$27,196	\$29,476	\$30,180
29100	Cherryfield	\$ 20,548	\$ 19,052	\$20,388	\$19,696	\$19,300	\$19,000	\$19,088	\$18,892	\$20,600	\$27,552
19100	Chester	\$ 11,448	\$ 10,604	\$11,348	\$11,092	\$11,612	\$11,432	\$11,484	\$11,368	\$12,392	\$18,864
07030	Chesterville	\$ 41,904	\$ 39,200	\$41,956	\$40,980	\$41,296	\$42,300	\$42,496	\$41,816	\$45,592	\$44,552
11060	China	\$ 55,376	\$ 51,296	\$54,896	\$53,384	\$55,376	\$54,516	\$54,768	\$54,200	\$59,096	\$62,724
19110	Clifton	\$ 13,468	\$ 12,460	\$13,336	\$13,148	\$13,264	\$13,276	\$13,336	\$13,200	\$14,392	\$14,012
11070	Clinton	\$ 56,348	\$ 52,560	\$56,248	\$54,956	\$55,416	\$54,548	\$54,808	\$54,252	\$59,152	\$57,712
29110	Codyville Plt	\$ -	\$ -	\$300	\$292	\$296	\$288	\$292	\$288	\$312	\$360
29120	Columbia	\$ 24,724	\$ 22,872	\$24,480	\$23,848	\$24,512	\$24,124	\$24,236	\$23,756	\$25,904	\$26,604
29130	Columbia Falls	\$ 18,548	\$ 17,268	\$18,480	\$19,160	\$19,328	\$19,024	\$19,112	\$18,916	\$20,628	\$20,104
29140	Cooper	\$ 9,272	\$ 8,632	\$9,852	\$9,576	\$9,660	\$9,508	\$9,552	\$9,012	\$9,824	\$12,984
07040	Coplin Plt	\$ 6,180	\$ 5,792	\$6,200	\$6,024	\$6,076	\$5,984	\$6,008	\$5,948	\$6,488	\$6,316
19120	Corinna	\$ 48,192	\$ 45,056	\$48,240	\$47,392	\$47,808	\$47,056	\$47,276	\$46,784	\$50,592	\$53,256
19130	Corinth	\$ 43,008	\$ 39,948	\$42,752	\$41,556	\$41,920	\$41,260	\$41,452	\$41,028	\$45,188	\$47,508
31070	Cornish	\$ 30,548	\$ 28,260	\$30,320	\$29,480	\$29,528	\$29,064	\$29,200	\$28,384	\$30,952	\$30,900
25080	Cornville	\$ 43,996	\$ 40,744	\$43,584	\$42,460	\$44,340	\$43,644	\$43,848	\$42,904	\$46,780	\$49,152
09090	Cranberry Isles	\$ 7,308	\$ 6,716	\$7,188	\$6,988	\$7,048	\$6,936	\$6,968	\$6,900	\$7,524	\$8,508
29150	Crawford	\$ 5,348	\$ 4,928	\$5,260	\$5,220	\$5,264	\$5,184	\$5,208	\$5,152	\$5,620	\$5,988
03130	Crystal	\$ 8,984	\$ 8,264	\$8,848	\$8,600	\$8,672	\$8,536	\$8,576	\$8,488	\$10,100	\$10,752
05060	Cumberland	\$ 72,636	\$ 66,876	\$71,480	\$68,644	\$69,136	\$68,012	\$63,232	\$62,592	\$68,440	\$81,672
13030	Cushing	\$ 22,172	\$ 20,816	\$22,280	\$21,656	\$21,844	\$21,504	\$21,600	\$21,380	\$23,312	\$22,884
29160	Cutler	\$ 7,864	\$ 7,120	\$7,588	\$7,668	\$7,736	\$7,612	\$7,648	\$7,052	\$7,692	\$11,076
03140	Cyr Plt	\$ 9,332	\$ 9,096	\$9,732	\$9,460	\$9,544	\$9,396	\$9,440	\$9,340	\$10,084	\$9,820
07050	Dallas Plt	\$ 13,132	\$ 12,268	\$13,128	\$12,596	\$12,704	\$12,504	\$12,564	\$12,436	\$13,560	\$13,192
15060	Damariscotta	\$ 21,524	\$ 20,004	\$21,408	\$20,808	\$21,068	\$20,756	\$20,852	\$20,636	\$22,504	\$22,584
29170	Danforth	\$ 19,516	\$ 18,116	\$19,388	\$18,848	\$19,012	\$18,712	\$18,788	\$18,596	\$20,280	\$19,776
31080	Dayton	\$ 28,184	\$ 26,500	\$28,360	\$27,692	\$27,924	\$27,484	\$27,612	\$27,332	\$29,800	\$31,308
29180	Deblois	\$ 484	\$ 452	\$484	\$4,164	\$4,200	\$4,132	\$4,152	\$4,108	\$4,480	\$4,680
09100	Dedham	\$ 22,324	\$ 20,708	\$22,160	\$21,708	\$21,900	\$21,556	\$21,652	\$21,432	\$23,368	\$24,816
09110	Deer Isle	\$ 46,012	\$ 42,516	\$45,500	\$44,368	\$44,760	\$44,056	\$44,260	\$43,376	\$47,292	\$48,204
17070	Denmark	\$ 56,276	\$ 51,576	\$55,200	\$53,748	\$55,136	\$54,272	\$54,524	\$53,968	\$58,612	\$58,176
25090	Dennistown Plt	\$ 604	\$ 552	\$592	\$572	\$580	\$568	\$572	\$568	\$616	\$660
29190	Dennysville	\$ 12,308	\$ 11,264	\$12,052	\$11,664	\$11,768	\$11,580	\$11,636	\$11,516	\$12,556	\$12,552
25100	Detroit	\$ 6,256	\$ 5,812	\$6,220	\$6,044	\$6,100	\$6,004	\$6,032	\$5,968	\$6,508	\$13,668
19140	Dexter	\$ 61,344	\$ 57,084	\$61,088	\$59,244	\$59,764	\$59,000	\$59,272	\$58,680	\$64,420	\$62,684
17080	Dixfield	\$ 25,196	\$ 23,484	\$25,132	\$24,500	\$24,716	\$24,328	\$24,440	\$24,192	\$26,376	\$33,312
19150	Dixmont	\$ 28,380	\$ 26,436	\$28,292	\$27,552	\$27,792	\$27,356	\$27,484	\$27,204	\$29,660	\$32,112
21070	Dover-Foxcroft	\$ 93,352	\$ 86,788	\$92,628	\$90,120	\$90,948	\$89,520	\$89,892	\$88,976	\$97,084	\$94,368
15070	Dresden	\$ 38,340	\$ 35,560	\$38,056	\$36,992	\$37,548	\$36,960	\$37,132	\$36,752	\$40,072	\$39,300
19160	Drew Plt	\$ 9,708	\$ 8,948	\$9,576	\$9,312	\$9,392	\$9,244	\$9,288	\$9,192	\$10,024	\$9,748
01020	Durham	\$ 55,024	\$ 51,000	\$54,580	\$53,128	\$54,520	\$53,664	\$53,912	\$53,364	\$57,192	\$61,320
03150	Dyer Brook	\$ 6,480	\$ 5,996	\$6,420	\$6,240	\$6,292	\$6,196	\$6,224	\$6,160	\$6,716	\$7,728

03170	Eagle Lake	\$ 13,732	\$ 12,880	\$13,788	\$13,400	\$13,520	\$13,304	\$12,304	\$12,176	\$13,276	\$12,904
29200	East Machias	\$ 19,144	\$ 17,740	\$18,984	\$18,508	\$18,464	\$18,172	\$18,256	\$18,072	\$19,704	\$25,896
19170	East Millinocket	\$ 15,016	\$ 13,688	\$14,648	\$14,236	\$14,364	\$14,136	\$14,284	\$14,140	\$20,526	\$20,597
09120	Eastbrook	\$ 15,200	\$ 14,260	\$15,260	\$14,836	\$14,964	\$14,728	\$14,796	\$14,648	\$15,968	\$15,624
03180	Easton	\$ 39,504	\$ 36,744	\$39,388	\$38,324	\$38,648	\$38,040	\$38,216	\$37,828	\$41,244	\$42,228
29210	Eastport	\$ 22,440	\$ 20,668	\$22,116	\$20,840	\$21,024	\$21,236	\$21,412	\$21,196	\$23,112	\$25,620
19180	Eddington	\$ 12,352	\$ 11,292	\$12,084	\$11,976	\$12,084	\$11,892	\$11,948	\$11,828	\$12,896	\$13,224
15080	Edgecomb	\$ 31,412	\$ 28,772	\$30,792	\$29,996	\$30,256	\$29,688	\$29,816	\$29,036	\$31,660	\$30,888
19190	Edinburg	\$ 7,644	\$ 7,100	\$7,596	\$7,384	\$7,448	\$7,332	\$7,368	\$7,292	\$7,952	\$7,684
31090	Eliot	\$ 35,856	\$ 33,500	\$35,820	\$34,704	\$34,796	\$34,248	\$34,408	\$34,056	\$37,132	\$48,120
09130	Ellsworth	\$ 189,872	\$ 176,224	\$188,584	\$183,448	\$182,816	\$180,100	\$180,740	\$177,936	\$187,936	\$157,596
25110	Embden	\$ 43,928	\$ 40,632	\$43,484	\$42,192	\$42,564	\$41,896	\$42,100	\$41,668	\$45,436	\$44,256
19200	Enfield	\$ 29,628	\$ 27,544	\$29,480	\$28,488	\$28,736	\$28,388	\$28,532	\$28,240	\$30,788	\$29,980
19210	Etna	\$ 19,912	\$ 18,352	\$19,560	\$19,076	\$19,244	\$18,940	\$19,028	\$18,836	\$20,536	\$22,344
07060	Eustis	\$ 13,144	\$ 12,152	\$13,008	\$12,704	\$12,816	\$12,616	\$12,672	\$12,544	\$13,676	\$14,424
19220	Exeter	\$ 36,704	\$ 34,324	\$36,732	\$35,592	\$35,904	\$35,340	\$35,504	\$35,140	\$38,316	\$44,508
25120	Fairfield	\$ 76,088	\$ 70,688	\$75,652	\$73,588	\$74,216	\$73,032	\$73,604	\$72,156	\$78,676	\$77,024
05070	Falmouth	\$ 148,880	\$ 138,424	\$148,108	\$143,968	\$145,120	\$142,624	\$143,464	\$141,920	\$189,950	\$184,937
11080	Farmingdale	\$ 25,972	\$ 23,704	\$25,368	\$24,764	\$24,980	\$24,588	\$24,556	\$24,304	\$26,424	\$27,252
07070	Farmington	\$ 167,208	\$ 155,076	\$166,060	\$161,700	\$163,820	\$160,924	\$161,196	\$158,324	\$172,304	\$169,200
11090	Fayette	\$ 40,888	\$ 37,004	\$39,604	\$38,548	\$39,168	\$38,556	\$38,732	\$38,340	\$41,804	\$44,256
03190	Fort Fairfield	\$ 99,896	\$ 93,148	\$99,688	\$97,236	\$98,712	\$97,160	\$97,608	\$96,616	\$105,344	\$111,540
03200	Fort Kent	\$ 78,404	\$ 72,724	\$78,832	\$76,708	\$77,844	\$76,520	\$76,872	\$76,092	\$84,473	\$79,051
27050	Frankfort	\$ 29,380	\$ 26,312	\$28,160	\$27,424	\$27,664	\$27,232	\$27,348	\$27,068	\$29,516	\$33,060
09140	Franklin	\$ 39,152	\$ 21,340	\$22,840	\$22,324	\$22,520	\$22,168	\$22,268	\$22,044	\$24,036	\$23,412
07000	Franklin Cty	\$ 23,420	\$ 36,312	\$41,680	\$40,864	\$41,572	\$40,916	\$41,140	\$40,720	\$44,400	\$58,932
27060	Freedom	\$ 26,872	\$ 24,892	\$26,636	\$25,968	\$26,192	\$25,784	\$25,900	\$25,636	\$27,956	\$27,272
05080	Freeport	\$ 136,192	\$ 126,352	\$135,212	\$131,520	\$132,704	\$130,692	\$131,248	\$129,912	\$141,628	\$138,228
09190	Frenchboro	\$ 3,604	\$ 3,368	\$3,604	\$3,504	\$3,536	\$3,480	\$3,496	\$3,460	\$2,872	\$3,024
03210	Frenchville	\$ 24,784	\$ 22,884	\$25,724	\$25,036	\$25,256	\$24,856	\$24,972	\$23,604	\$25,736	\$26,676
13040	Friendship	\$ 15,484	\$ 14,472	\$15,488	\$15,168	\$15,300	\$15,060	\$15,132	\$14,976	\$16,332	\$19,788
05085	Frye Island	\$ 8,852	\$ 8,332	\$8,920	\$8,668	\$8,744	\$8,608	\$8,648	\$8,532	\$9,304	\$9,060
17090	Fryeburg	\$ 56,784	\$ 53,264	\$57,000	\$55,616	\$56,104	\$55,576	\$55,824	\$55,252	\$60,244	\$63,864
11100	Gardiner	\$ 72,712	\$ 68,864	\$73,696	\$71,720	\$72,172	\$70,952	\$71,520	\$70,792	\$76,908	\$76,220
03220	Garfield Plt	\$ 6,424	\$ 5,656	\$6,052	\$5,884	\$5,936	\$5,840	\$5,868	\$5,808	\$6,336	\$6,212
19230	Garland	\$ 38,000	\$ 35,216	\$37,696	\$36,644	\$36,964	\$36,384	\$36,552	\$36,180	\$39,448	\$45,780
23050	Georgetown	\$ 25,980	\$ 24,364	\$26,072	\$25,344	\$25,564	\$25,164	\$25,280	\$25,024	\$27,284	\$33,600
17100	Gilead	\$ 10,652	\$ 9,944	\$10,644	\$10,420	\$10,512	\$10,344	\$10,392	\$10,288	\$11,216	\$12,720
19240	Glenburn	\$ 39,976	\$ 36,624	\$39,192	\$38,096	\$38,432	\$37,828	\$38,004	\$37,616	\$41,012	\$39,704
03230	Glenwood Plt	\$ 4,028	\$ 3,708	\$3,972	\$3,860	\$3,892	\$3,832	\$3,848	\$3,812	\$4,156	\$4,176
05090	Gorham	\$ 237,560	\$ 220,956	\$236,468	\$230,060	\$232,472	\$227,656	\$231,644	\$229,068	\$257,020	\$250,764
09150	Gouldsboro	\$ 37,668	\$ 34,404	\$36,820	\$35,904	\$36,220	\$35,652	\$35,816	\$35,440	\$38,644	\$42,336
03240	Grand Isle	\$ 14,708	\$ 13,656	\$14,616	\$14,208	\$14,172	\$13,948	\$13,580	\$13,060	\$14,240	\$16,308
29220	Grand Lake Stream Plt	\$ 2,240	\$ 2,060	\$2,196	\$2,132	\$2,152	\$2,116	\$2,128	\$2,104	\$2,296	\$2,904
05100	Gray	\$ 145,488	\$ 134,892	\$144,276	\$140,408	\$137,448	\$135,512	\$136,220	\$134,828	\$147,284	\$143,348
09160	Great Pond	\$ 2,964	\$ 2,756	\$2,948	\$2,864	\$2,892	\$2,844	\$2,860	\$2,828	\$3,084	\$3,288

19260	Greenbush	\$ 32,092	\$ 29,820	\$31,924	\$31,032	\$31,300	\$30,812	\$30,952	\$30,636	\$33,396	\$32,592
01030	Greene	\$ 69,956	\$ 64,808	\$69,356	\$67,660	\$68,440	\$67,368	\$67,676	\$66,988	\$73,492	\$71,716
21090	Greenville	\$ 22,476	\$ 20,808	\$22,268	\$21,708	\$21,900	\$21,556	\$21,576	\$21,356	\$23,368	\$26,640
17110	Greenwood	\$ 43,212	\$ 39,736	\$42,524	\$41,336	\$42,004	\$41,344	\$41,536	\$41,112	\$44,828	\$46,212
21100	Guilford	\$ 28,856	\$ 26,576	\$28,392	\$27,600	\$27,840	\$27,420	\$27,544	\$27,264	\$29,828	\$29,196
11110	Hallowell	\$ 17,148	\$ 15,772	\$16,880	\$16,460	\$16,604	\$15,908	\$15,980	\$15,820	\$17,400	\$21,684
03250	Hamlin	\$ 2,684	\$ 2,516	\$2,748	\$2,672	\$2,696	\$2,652	\$2,664	\$2,636	\$2,920	\$2,844
03260	Hammond	\$ 5,220	\$ 4,764	\$5,180	\$5,036	\$5,080	\$6,284	\$6,312	\$6,248	\$6,812	\$7,404
19280	Hampden	\$ 68,464	\$ 63,536	\$68,008	\$66,104	\$66,960	\$65,316	\$65,616	\$64,916	\$84,736	\$78,787
09170	Hancock	\$ 27,652	\$ 25,372	\$27,156	\$26,520	\$26,752	\$26,332	\$26,456	\$26,184	\$28,552	\$31,296
09000	Hancock Cty	\$ 10,124	\$ 9,256	\$9,908	\$9,628	\$9,712	\$9,560	\$9,604	\$9,508	\$10,368	\$12,732
17120	Hanover	\$ 4,720	\$ 4,400	\$4,708	\$4,576	\$4,616	\$4,544	\$4,564	\$4,516	\$4,928	\$5,256
25130	Harmony	\$ 33,520	\$ 31,136	\$33,344	\$32,412	\$32,696	\$32,128	\$32,276	\$31,948	\$34,836	\$36,708
05110	Harpwell	\$ 37,192	\$ 34,180	\$36,192	\$35,272	\$35,580	\$35,024	\$35,164	\$34,804	\$37,952	\$52,800
29230	Harrington	\$ 27,828	\$ 25,544	\$27,336	\$26,572	\$27,244	\$26,816	\$26,940	\$26,664	\$29,076	\$30,132
05120	Harrison	\$ 55,784	\$ 51,220	\$54,816	\$53,472	\$53,940	\$53,092	\$53,340	\$52,796	\$57,564	\$64,428
17130	Hartford	\$ 36,844	\$ 34,444	\$36,864	\$36,116	\$36,432	\$35,860	\$36,024	\$35,656	\$38,880	\$47,964
25140	Hartland	\$ 24,536	\$ 22,596	\$24,088	\$23,476	\$23,672	\$23,300	\$23,408	\$23,168	\$25,264	\$33,876
03270	Haynesville	\$ 6,680	\$ 6,212	\$6,652	\$6,464	\$7,652	\$7,532	\$7,564	\$7,488	\$8,164	\$7,948
17140	Hebron	\$ 36,348	\$ 33,620	\$36,004	\$35,172	\$35,348	\$34,796	\$34,956	\$34,600	\$37,388	\$35,824
19290	Hermon	\$ 67,544	\$ 62,584	\$66,860	\$64,992	\$65,792	\$63,760	\$64,056	\$63,404	\$68,468	\$66,584
03280	Hersey	\$ 4,660	\$ 4,408	\$4,720	\$4,588	\$4,628	\$4,552	\$4,576	\$4,528	\$4,576	\$5,304
25150	Highland Plt	\$ 9,452	\$ 8,768	\$9,384	\$9,120	\$9,200	\$9,056	\$9,100	\$9,008	\$9,820	\$9,648
17150	Hiram	\$ 51,312	\$ 47,196	\$50,512	\$50,724	\$51,168	\$50,368	\$50,576	\$49,268	\$53,720	\$52,400
03290	Hodgdon	\$ 41,100	\$ 38,220	\$40,904	\$39,888	\$41,180	\$40,532	\$40,720	\$40,308	\$44,744	\$43,452
19300	Holden	\$ 35,904	\$ 33,156	\$35,484	\$34,492	\$34,828	\$34,280	\$34,440	\$34,088	\$37,168	\$39,048
31100	Hollis	\$ 54,244	\$ 50,696	\$54,484	\$52,192	\$52,284	\$51,492	\$51,740	\$51,216	\$55,844	\$62,184
13050	Hope	\$ 35,536	\$ 33,144	\$35,468	\$34,476	\$34,760	\$34,212	\$34,372	\$34,020	\$37,096	\$36,476
03300	Houlton	\$ 114,312	\$ 105,780	\$104,660	\$101,824	\$103,048	\$100,172	\$100,528	\$109,368	\$121,565	\$103,211
19310	Howland	\$ 25,164	\$ 23,280	\$24,916	\$24,280	\$24,432	\$24,048	\$24,160	\$23,912	\$26,072	\$25,152
19320	Hudson	\$ 14,724	\$ 13,808	\$14,776	\$14,436	\$14,564	\$14,336	\$14,400	\$14,252	\$15,540	\$21,528
07080	Industry	\$ 19,400	\$ 17,992	\$19,232	\$18,748	\$18,912	\$18,616	\$18,700	\$18,508	\$20,184	\$28,344
03310	Island Falls	\$ 16,020	\$ 14,712	\$15,744	\$15,304	\$15,440	\$16,190	\$17,036	\$16,864	\$17,540	\$18,552
13060	Isle Au Haut	\$ 9,896	\$ 9,260	\$9,912	\$9,772	\$9,856	\$9,700	\$9,744	\$9,648	\$10,520	\$10,848
27070	Islesboro	\$ 32,580	\$ 30,280	\$32,408	\$31,720	\$32,000	\$31,016	\$31,160	\$30,844	\$33,632	\$35,172
25160	Jackman	\$ 9,452	\$ 8,688	\$9,536	\$9,268	\$9,348	\$9,204	\$9,244	\$9,152	\$9,976	\$10,980
27080	Jackson	\$ 24,936	\$ 23,372	\$25,012	\$24,312	\$24,992	\$24,596	\$24,712	\$24,460	\$26,672	\$27,216
07090	Jay	\$ 85,564	\$ 79,884	\$85,492	\$83,908	\$84,800	\$83,468	\$83,852	\$82,980	\$90,476	\$94,952
15090	Jefferson	\$ 46,784	\$ 43,636	\$46,712	\$45,552	\$45,952	\$45,228	\$45,440	\$44,976	\$49,040	\$47,448
29240	Jonesboro	\$ 16,864	\$ 15,808	\$16,920	\$16,488	\$16,632	\$16,372	\$16,448	\$16,280	\$17,748	\$18,216
29250	Jonesport	\$ 8,764	\$ 9,412	\$10,136	\$9,952	\$10,040	\$9,884	\$9,928	\$9,828	\$10,716	\$19,044
19330	Kenduskeag	\$ 20,420	\$ 18,916	\$20,244	\$19,680	\$19,852	\$19,540	\$19,628	\$19,428	\$21,184	\$20,624
11000	Kennebec Cty	\$ 1,592	\$ 1,728	\$1,848	\$1,800	\$1,812	\$1,784	\$1,792	\$1,776	\$1,936	\$2,064
31110	Kennebunk	\$ 155,296	\$ 144,444	\$154,532	\$150,212	\$151,536	\$149,156	\$149,764	\$148,236	\$169,772	\$166,689
31120	Kennebunkport	\$ 43,460	\$ 40,528	\$43,376	\$42,256	\$42,628	\$42,196	\$42,392	\$41,960	\$45,568	\$52,356
07100	Kingfield	\$ 15,072	\$ 13,948	\$14,928	\$14,508	\$14,636	\$14,408	\$14,472	\$14,328	\$15,620	\$19,524

21110	Kingsbury Plt	\$ 4,616	\$ 4,308	\$4,612	\$4,480	\$4,520	\$4,448	\$4,472	\$4,424	\$4,824	\$10,296
31130	Kittery	\$ 154,064	\$ 148,840	\$159,784	\$155,160	\$155,664	\$152,200	\$153,236	\$151,504	\$164,972	\$161,916
27090	Knox	\$ 28,336	\$ 26,360	\$28,208	\$27,316	\$27,688	\$27,252	\$27,380	\$27,100	\$29,548	\$31,524
19340	Lagrange	\$ 11,248	\$ 10,408	\$11,140	\$10,828	\$10,920	\$10,752	\$10,812	\$10,700	\$11,668	\$13,236
21120	Lakeview Plt	\$ 1,408	\$ 1,304	\$1,396	\$1,360	\$1,372	\$1,348	\$1,356	\$1,340	\$1,464	\$1,560
19350	Lakeville	\$ 8,396	\$ 7,824	\$8,372	\$8,140	\$8,208	\$8,080	\$8,116	\$8,036	\$8,760	\$10,632
09180	Lamoine	\$ 23,572	\$ 21,868	\$23,404	\$22,780	\$22,980	\$22,620	\$22,724	\$22,492	\$24,524	\$23,876
31140	Lebanon	\$ 87,824	\$ 82,004	\$87,764	\$85,456	\$86,172	\$84,820	\$85,212	\$84,344	\$92,776	\$95,364
19360	Lee	\$ 25,200	\$ 23,568	\$25,224	\$24,716	\$24,932	\$24,540	\$24,656	\$24,404	\$26,608	\$31,668
01040	Leeds	\$ 50,488	\$ 46,560	\$49,808	\$48,736	\$49,688	\$48,908	\$49,132	\$48,632	\$52,576	\$63,648
19370	Levant	\$ 37,952	\$ 35,068	\$37,532	\$36,608	\$35,968	\$35,400	\$35,564	\$35,204	\$37,932	\$44,172
01050	Lewiston	\$ 400,612	\$ 372,008	\$397,676	\$386,600	\$389,232	\$381,728	\$384,896	\$380,976	\$459,701	\$453,077
27100	Liberty	\$ 23,356	\$ 21,832	\$23,364	\$22,828	\$23,028	\$22,664	\$24,564	\$24,316	\$26,512	\$34,932
31150	Limerick	\$ 42,548	\$ 39,876	\$42,696	\$41,544	\$41,740	\$41,084	\$41,272	\$40,852	\$44,544	\$46,908
03320	Limestone	\$ 35,304	\$ 32,896	\$35,204	\$34,220	\$36,524	\$35,952	\$36,112	\$36,488	\$42,140	\$41,036
31160	Limington	\$ 54,052	\$ 50,668	\$54,224	\$52,740	\$52,928	\$52,096	\$52,300	\$51,768	\$56,444	\$60,336
19380	Lincoln	\$ 70,396	\$ 64,640	\$68,808	\$67,156	\$67,900	\$67,924	\$68,224	\$66,784	\$72,820	\$71,012
15000	Lincoln Cty	\$ 920	\$ 852	\$912	\$888	\$896	\$880	\$884	\$876	\$956	\$1,020
17160	Lincoln Plt	\$ 3,524	\$ 3,276	\$3,508	\$3,528	\$3,560	\$3,504	\$3,520	\$3,484	\$3,800	\$4,080
27110	Lincolnton	\$ 49,212	\$ 45,196	\$48,400	\$47,048	\$47,472	\$46,724	\$46,940	\$45,088	\$49,164	\$51,252
03330	Linneus	\$ 23,744	\$ 22,044	\$23,420	\$22,764	\$22,720	\$22,364	\$22,468	\$22,260	\$23,636	\$28,632
01060	Lisbon	\$ 101,652	\$ 93,816	\$100,456	\$97,724	\$98,468	\$96,964	\$96,712	\$96,604	\$108,225	\$111,749
11120	Litchfield	\$ 49,104	\$ 45,728	\$48,940	\$47,748	\$48,168	\$47,412	\$47,628	\$47,156	\$51,416	\$50,112
03340	Littleton	\$ 35,724	\$ 33,360	\$35,700	\$34,568	\$35,184	\$34,632	\$34,792	\$34,440	\$37,876	\$45,372
01070	Livermore	\$ 51,156	\$ 47,364	\$50,676	\$49,336	\$49,764	\$48,984	\$49,284	\$48,780	\$53,188	\$53,676
01080	Livermore Falls	\$ 32,564	\$ 29,908	\$32,008	\$31,176	\$31,448	\$31,268	\$31,412	\$30,596	\$33,360	\$37,308
05125	Long Island	\$ 9,604	\$ 8,636	\$9,244	\$9,068	\$9,328	\$9,180	\$9,224	\$9,132	\$9,956	\$10,008
17170	Lovell	\$ 48,920	\$ 45,336	\$48,828	\$47,712	\$48,132	\$47,376	\$47,592	\$46,644	\$50,860	\$51,348
19390	Lowell	\$ 13,512	\$ 12,872	\$13,776	\$13,392	\$14,604	\$14,376	\$14,444	\$13,240	\$14,440	\$14,124
29260	Lubec	\$ 37,128	\$ 34,424	\$36,840	\$35,956	\$37,284	\$36,856	\$37,444	\$36,052	\$39,332	\$40,884
03350	Ludlow	\$ 21,144	\$ 19,600	\$20,944	\$20,360	\$20,536	\$20,216	\$20,308	\$20,100	\$21,952	\$22,368
31170	Lyman	\$ 50,544	\$ 47,096	\$50,392	\$48,984	\$49,464	\$48,688	\$48,912	\$48,416	\$52,788	\$52,368
29270	Machias	\$ 17,476	\$ 16,120	\$17,252	\$16,768	\$17,340	\$17,068	\$17,188	\$17,032	\$18,548	\$18,092
29280	Machiasport	\$ 12,200	\$ 11,364	\$12,160	\$11,872	\$10,860	\$10,688	\$10,736	\$10,628	\$11,588	\$11,472
03360	Macwahoc Plt	\$ 236	\$ 208	\$224	\$220	\$220	\$216	\$216	\$216	\$236	\$1,212
03370	Madawaska	\$ 89,620	\$ 82,996	\$88,824	\$86,464	\$87,220	\$86,172	\$86,628	\$85,744	\$96,113	\$93,891
25170	Madison	\$ 63,676	\$ 58,488	\$62,592	\$61,252	\$60,552	\$59,600	\$59,876	\$59,268	\$64,620	\$70,584
17180	Magalloway Plt	\$ -	\$ 1,968	\$2,108	\$2,132	\$2,152	\$2,116	\$2,128	\$2,104	\$2,296	\$2,448
11130	Manchester	\$ 34,684	\$ 32,204	\$34,464	\$33,668	\$33,960	\$33,428	\$33,584	\$33,240	\$36,244	\$36,552
03380	Mapleton	\$ 38,740	\$ 35,864	\$38,380	\$37,308	\$37,636	\$37,044	\$37,216	\$36,836	\$40,164	\$39,452
09200	Mariaville	\$ 15,780	\$ 14,652	\$15,680	\$15,244	\$15,376	\$15,104	\$15,172	\$15,020	\$16,376	\$15,876
03390	Mars Hill	\$ 38,836	\$ 36,124	\$38,660	\$37,580	\$37,908	\$37,312	\$37,456	\$37,072	\$40,424	\$39,344
29290	Marshfield	\$ 8,064	\$ 7,292	\$7,800	\$7,584	\$7,652	\$7,532	\$7,564	\$7,488	\$8,164	\$8,472
03400	Masardis	\$ 12,292	\$ 11,432	\$12,236	\$11,896	\$12,000	\$11,808	\$11,864	\$11,744	\$12,804	\$12,476
13070	Matinicus Isle Plt	\$ 2,644	\$ 2,468	\$2,640	\$2,628	\$2,652	\$2,612	\$2,624	\$2,596	\$2,832	\$5,172
19400	Mattawamkeag	\$ 8,228	\$ 7,480	\$8,008	\$8,176	\$8,248	\$8,116	\$8,156	\$8,072	\$8,800	\$9,576

19410	Maxfield	\$ 11,784	\$ 10,872	\$11,632	\$11,308	\$11,408	\$11,228	\$11,280	\$11,164	\$12,176	\$11,908
01090	Mechanic Falls	\$ 23,548	\$ 21,692	\$23,216	\$22,588	\$22,764	\$22,408	\$22,508	\$20,968	\$22,864	\$22,992
29300	Meddybemps	\$ 508	\$ 472	\$504	\$492	\$496	\$488	\$488	\$484	\$528	\$6,300
21130	Medford	\$ 24,328	\$ 22,636	\$24,228	\$23,708	\$23,912	\$23,540	\$23,648	\$23,408	\$25,520	\$25,656
19420	Medway	\$ 22,508	\$ 20,564	\$22,008	\$21,100	\$21,380	\$21,044	\$21,144	\$20,340	\$22,176	\$23,304
25180	Mercer	\$ 29,928	\$ 27,848	\$29,804	\$29,044	\$29,296	\$28,836	\$29,392	\$29,092	\$31,720	\$34,512
03410	Merrill	\$ 10,056	\$ 9,412	\$10,072	\$9,792	\$9,876	\$9,720	\$9,768	\$9,668	\$10,540	\$11,244
17190	Mexico	\$ 23,932	\$ 22,300	\$23,868	\$23,200	\$23,564	\$23,196	\$23,304	\$23,064	\$25,204	\$27,372
29310	Milbridge	\$ 25,368	\$ 23,592	\$25,248	\$24,616	\$24,704	\$24,316	\$24,428	\$24,180	\$26,364	\$26,856
19430	Milford	\$ 26,472	\$ 24,520	\$26,228	\$25,496	\$28,980	\$28,524	\$28,656	\$28,384	\$27,468	\$26,720
19440	Millinocket	\$ 45,288	\$ 41,912	\$44,856	\$43,600	\$43,980	\$43,748	\$43,952	\$43,504	\$47,432	\$46,416
21140	Milo	\$ 39,464	\$ 36,656	\$39,168	\$38,124	\$38,456	\$37,024	\$37,216	\$36,844	\$39,048	\$39,252
01100	Minot	\$ 64,736	\$ 60,480	\$64,724	\$63,176	\$63,708	\$62,708	\$63,008	\$62,364	\$68,092	\$66,500
15100	Monhegan Plt	\$ 2,436	\$ 2,280	\$2,420	\$2,592	\$2,616	\$2,576	\$2,588	\$2,560	\$2,792	\$2,716
11140	Monmouth	\$ 63,580	\$ 59,044	\$63,192	\$61,404	\$61,920	\$60,948	\$61,196	\$60,572	\$66,048	\$73,944
27120	Monroe	\$ 47,880	\$ 45,464	\$48,656	\$47,460	\$47,876	\$47,124	\$47,344	\$46,860	\$51,096	\$56,856
21150	Monson	\$ 29,180	\$ 27,004	\$28,900	\$28,172	\$28,420	\$27,976	\$28,104	\$27,816	\$30,332	\$30,624
03420	Monticello	\$ 40,864	\$ 37,764	\$40,416	\$39,360	\$40,020	\$39,392	\$39,616	\$39,212	\$42,428	\$41,316
27130	Montville	\$ 45,384	\$ 42,320	\$44,656	\$44,068	\$44,440	\$44,024	\$44,228	\$43,776	\$47,732	\$60,864
25190	Moose River	\$ 2,912	\$ 2,712	\$2,904	\$2,812	\$2,836	\$2,792	\$2,804	\$2,776	\$3,028	\$3,228
03430	Moro Plt	\$ 3,668	\$ 3,640	\$3,896	\$3,784	\$3,820	\$3,760	\$3,776	\$3,736	\$4,436	\$4,320
27140	Morrill	\$ 25,308	\$ 23,688	\$25,352	\$24,644	\$24,860	\$24,468	\$24,580	\$24,332	\$26,528	\$25,828
25200	Moscow	\$ 15,616	\$ 14,508	\$15,524	\$15,204	\$15,340	\$15,096	\$15,168	\$15,012	\$16,368	\$20,640
19450	Mt Chase	\$ 6,408	\$ 5,952	\$6,372	\$6,192	\$6,248	\$6,148	\$6,176	\$6,112	\$6,668	\$9,936
09210	Mt Desert	\$ 37,840	\$ 35,228	\$37,704	\$36,772	\$37,044	\$36,460	\$36,608	\$36,236	\$39,692	\$43,140
11150	Mt Vernon	\$ 49,716	\$ 45,716	\$48,924	\$47,672	\$48,276	\$48,456	\$48,680	\$48,184	\$52,536	\$51,280
05130	Naples	\$ 44,544	\$ 41,444	\$44,356	\$43,116	\$43,672	\$42,984	\$43,184	\$42,744	\$46,608	\$49,968
03440	Nashville Plt	\$ 236	\$ 160	\$172	\$164	\$168	\$164	\$164	\$164	\$180	\$192
03450	New Canada	\$ 13,756	\$ 12,972	\$13,828	\$13,476	\$13,592	\$13,380	\$13,440	\$13,304	\$15,284	\$14,824
05140	New Gloucester	\$ 70,652	\$ 66,132	\$70,772	\$68,796	\$69,564	\$68,472	\$68,788	\$68,088	\$74,240	\$82,356
03460	New Limerick	\$ 10,652	\$ 9,936	\$10,804	\$10,504	\$10,596	\$10,428	\$10,476	\$9,896	\$10,632	\$10,896
25210	New Portland	\$ 38,280	\$ 35,668	\$38,172	\$37,124	\$37,396	\$36,808	\$36,980	\$35,032	\$38,200	\$45,360
07120	New Sharon	\$ 44,020	\$ 40,976	\$43,852	\$42,692	\$44,380	\$43,680	\$43,884	\$43,188	\$47,092	\$33,880
03470	New Sweden	\$ 35,168	\$ 32,724	\$35,368	\$34,420	\$34,720	\$34,176	\$34,332	\$33,984	\$37,056	\$36,804
07130	New Vineyard	\$ 26,320	\$ 24,376	\$26,088	\$25,548	\$23,868	\$25,096	\$25,212	\$24,956	\$27,212	\$31,284
19460	Newburgh	\$ 26,440	\$ 24,788	\$26,532	\$25,840	\$26,068	\$25,656	\$25,776	\$25,512	\$27,820	\$27,140
15110	Newcastle	\$ 39,256	\$ 36,684	\$39,260	\$38,316	\$38,612	\$38,004	\$38,168	\$37,368	\$40,772	\$39,908
31180	Newfield	\$ 38,464	\$ 36,044	\$38,564	\$37,536	\$37,108	\$36,524	\$36,692	\$36,320	\$39,600	\$40,572
19470	Newport	\$ 46,376	\$ 43,216	\$46,400	\$45,416	\$45,740	\$45,020	\$45,228	\$44,304	\$48,308	\$53,160
17200	Newry	\$ 12,728	\$ 11,800	\$12,628	\$12,276	\$12,400	\$12,204	\$12,260	\$12,136	\$23,156	\$23,504
15120	Nobleboro	\$ 34,572	\$ 32,192	\$34,452	\$33,584	\$33,876	\$33,344	\$33,500	\$33,156	\$36,152	\$35,324
25220	Norridgewock	\$ 56,196	\$ 52,144	\$55,816	\$54,256	\$54,732	\$53,872	\$54,120	\$53,568	\$58,412	\$65,004
31190	North Berwick	\$ 72,132	\$ 67,296	\$72,020	\$70,228	\$70,740	\$69,632	\$69,952	\$69,240	\$75,496	\$78,372
13080	North Haven	\$ 25,036	\$ 23,488	\$25,136	\$24,568	\$24,784	\$24,396	\$24,508	\$24,260	\$27,188	\$29,904
05150	North Yarmouth	\$ 27,912	\$ 26,048	\$27,952	\$27,232	\$27,460	\$27,028	\$27,152	\$26,876	\$29,116	\$38,736
29320	Northfield	\$ 2,572	\$ 2,356	\$2,524	\$2,452	\$2,472	\$2,436	\$2,444	\$2,420	\$2,640	\$6,348

27150	Northport	\$ 36,160	\$ 33,128	\$35,452	\$34,460	\$35,680	\$35,120	\$35,284	\$34,192	\$37,280	\$42,144
17210	Norway	\$ 78,392	\$ 73,172	\$78,308	\$75,688	\$76,784	\$75,580	\$75,928	\$75,160	\$81,648	\$84,924
03480	Oakfield	\$ 24,888	\$ 22,708	\$24,304	\$23,624	\$23,828	\$23,456	\$23,648	\$23,408	\$25,520	\$26,820
11160	Oakland	\$ 43,152	\$ 40,052	\$42,864	\$42,000	\$42,368	\$41,704	\$42,168	\$41,736	\$45,372	\$48,840
31197	Ogunquit	\$ 16,132	\$ 14,908	\$16,000	\$15,520	\$15,688	\$16,684	\$16,872	\$16,704	\$18,212	\$18,096
31200	Old Orchard Beach	\$ 57,848	\$ 54,532	\$58,360	\$56,772	\$57,036	\$55,900	\$56,156	\$55,584	\$77,903	\$78,220
19480	Old Town	\$ 103,720	\$ 96,632	\$103,416	\$100,744	\$101,624	\$100,124	\$98,976	\$95,884	\$111,891	\$108,631
03490	Orient	\$ 10,644	\$ 9,880	\$10,572	\$10,276	\$10,368	\$10,204	\$10,252	\$10,148	\$11,064	\$10,840
09220	Orland	\$ 34,096	\$ 31,640	\$33,860	\$33,208	\$33,496	\$32,972	\$33,124	\$32,784	\$35,748	\$36,564
19490	Orono	\$ 85,716	\$ 68,660	\$73,764	\$71,700	\$72,328	\$71,096	\$71,268	\$70,540	\$98,237	\$95,052
19500	Orrington	\$ 47,512	\$ 44,276	\$47,384	\$46,060	\$46,464	\$45,716	\$45,928	\$45,460	\$49,568	\$49,224
09230	Osborn	\$ -	\$ -	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,176
09240	Otis	\$ 13,028	\$ 12,204	\$13,060	\$12,696	\$12,804	\$12,636	\$12,696	\$12,564	\$13,700	\$13,348
17217	Otisfield	\$ 62,876	\$ 58,868	\$63,004	\$61,208	\$61,936	\$60,964	\$61,244	\$60,620	\$66,096	\$64,476
13090	Owls Head	\$ 22,596	\$ 20,872	\$22,156	\$21,628	\$21,820	\$21,476	\$21,556	\$21,336	\$23,184	\$22,573
03500	Oxbow Plt	\$ -	\$ -	\$0	\$0	\$0	\$6,524	\$6,552	\$6,484	\$7,072	\$6,940
17220	Oxford	\$ 63,992	\$ 59,388	\$63,576	\$61,848	\$62,660	\$61,696	\$62,012	\$61,380	\$66,880	\$64,908
17000	Oxford Cty	\$ 57,984	\$ 51,688	\$55,300	\$53,776	\$54,480	\$53,624	\$53,872	\$53,320	\$58,140	\$60,396
27160	Palermo	\$ 49,984	\$ 46,504	\$49,768	\$48,556	\$48,728	\$47,960	\$48,184	\$47,692	\$52,000	\$50,604
25230	Palmyra	\$ 36,240	\$ 33,712	\$35,776	\$34,840	\$35,144	\$34,592	\$34,752	\$34,396	\$37,504	\$37,992
17230	Paris	\$ 72,152	\$ 67,136	\$71,848	\$70,020	\$72,244	\$71,116	\$71,488	\$70,748	\$77,444	\$79,644
21160	Parkman	\$ 36,516	\$ 33,896	\$36,276	\$35,104	\$35,412	\$34,856	\$35,016	\$34,660	\$37,792	\$38,160
31210	Parsonsfield	\$ 82,920	\$ 77,280	\$82,704	\$80,592	\$83,000	\$81,696	\$82,076	\$80,772	\$88,072	\$85,932
19510	Passadumkeag	\$ 9,796	\$ 9,020	\$9,652	\$9,384	\$9,464	\$9,316	\$10,988	\$10,876	\$11,860	\$11,524
29832	Passamaquoddy (Ind Twp)	\$ 18,124	\$ 16,692	\$17,864	\$16,980	\$17,128	\$16,860	\$16,364	\$16,196	\$17,660	\$17,060
29480	Passamaquoddy (PL PT)	\$ 5,564	\$ 5,068	\$5,424	\$5,240	\$5,288	\$5,204	\$5,228	\$5,172	\$5,620	\$5,472
19520	Patten	\$ 18,724	\$ 16,984	\$18,176	\$17,660	\$17,812	\$17,532	\$17,616	\$17,436	\$18,736	\$23,076
29350	Pembroke	\$ 36,660	\$ 34,056	\$38,372	\$37,276	\$37,592	\$37,000	\$37,172	\$36,792	\$40,120	\$43,260
09250	Penobscot	\$ 30,196	\$ 28,048	\$30,016	\$29,180	\$29,432	\$28,972	\$29,104	\$28,808	\$31,412	\$30,780
19000	Penobscot Cty	\$ 108,592	\$ 100,872	\$108,804	\$105,884	\$106,812	\$105,080	\$105,556	\$103,452	\$112,800	\$110,304
19630	Penobscot (Ind Is Rs)	\$ 4,948	\$ 4,796	\$5,132	\$4,988	\$5,032	\$4,952	\$4,976	\$4,924	\$5,372	\$5,700
03510	Perham	\$ 24,480	\$ 22,716	\$24,312	\$23,676	\$24,420	\$24,036	\$24,148	\$23,408	\$25,520	\$24,836
29360	Perry	\$ 36,460	\$ 32,852	\$35,156	\$34,176	\$34,472	\$33,932	\$34,088	\$33,340	\$36,372	\$38,940
17240	Peru	\$ 36,360	\$ 33,832	\$36,208	\$35,476	\$35,788	\$35,224	\$35,388	\$35,028	\$38,192	\$37,740
07140	Phillips	\$ 43,884	\$ 40,672	\$43,524	\$42,444	\$42,848	\$42,176	\$42,368	\$41,940	\$45,728	\$54,780
23060	Phippsburg	\$ 40,268	\$ 37,264	\$39,884	\$38,904	\$39,244	\$38,628	\$38,804	\$38,412	\$41,880	\$46,020
21000	Piscataquis Cty	\$ 95,644	\$ 89,408	\$95,664	\$71,364	\$71,988	\$70,856	\$71,184	\$70,460	\$76,824	\$81,792
25240	Pittsfield	\$ 64,912	\$ 59,760	\$64,128	\$62,364	\$62,916	\$61,796	\$62,084	\$61,036	\$66,552	\$64,572
11170	Pittston	\$ 39,172	\$ 35,804	\$38,316	\$37,516	\$37,824	\$37,232	\$37,404	\$37,020	\$40,368	\$45,072
25250	Pleasant Ridge Plt	\$ 15,400	\$ 14,336	\$15,340	\$14,964	\$15,096	\$14,860	\$14,928	\$14,776	\$16,112	\$16,980
19530	Plymouth	\$ 24,536	\$ 22,908	\$24,624	\$23,268	\$23,472	\$23,104	\$23,208	\$22,972	\$25,048	\$29,904
01110	Poland	\$ 75,676	\$ 69,792	\$74,692	\$72,772	\$73,692	\$72,536	\$72,868	\$71,364	\$77,896	\$76,012
03520	Portage Lake	\$ 10,340	\$ 9,680	\$10,360	\$10,068	\$10,156	\$9,996	\$10,044	\$9,940	\$10,840	\$10,932
17250	Porter	\$ 47,392	\$ 44,264	\$47,372	\$46,380	\$46,772	\$46,040	\$46,252	\$45,780	\$49,916	\$49,944
05170	Portland	\$ 523,332	\$ 489,396	\$522,860	\$507,520	\$509,452	\$499,136	\$501,436	\$496,600	\$635,502	\$624,481
05180	Pownal	\$ 36,608	\$ 34,152	\$36,552	\$35,528	\$34,984	\$34,436	\$34,596	\$34,244	\$38,328	\$47,436

03530	Presque Isle	\$ 195,556	\$ 180,812	\$193,064	\$187,708	\$189,388	\$185,260	\$186,208	\$184,284	\$204,342	\$199,976
29370	Princeton	\$ 21,112	\$ 19,408	\$20,772	\$20,192	\$20,368	\$20,048	\$20,140	\$18,592	\$20,272	\$19,892
27170	Prospect	\$ 19,184	\$ 17,900	\$19,156	\$18,716	\$18,880	\$18,584	\$18,668	\$18,480	\$20,148	\$19,584
11180	Randolph	\$ 8,152	\$ 7,512	\$8,124	\$7,896	\$7,968	\$7,840	\$7,876	\$7,448	\$8,300	\$8,592
07150	Rangeley	\$ 31,896	\$ 29,900	\$32,000	\$32,496	\$32,780	\$32,264	\$32,412	\$32,084	\$34,984	\$34,212
07160	Rangeley Plt	\$ 25,464	\$ 23,692	\$25,356	\$22,012	\$22,204	\$21,856	\$21,956	\$21,732	\$23,696	\$23,180
05190	Raymond	\$ 53,616	\$ 49,388	\$53,180	\$51,860	\$52,188	\$51,368	\$51,596	\$51,068	\$55,684	\$54,192
11190	Readfield	\$ 36,672	\$ 34,164	\$36,560	\$35,612	\$35,924	\$35,360	\$35,524	\$35,160	\$38,340	\$36,936
03540	Reed Plt	\$ 12,248	\$ 11,320	\$12,112	\$11,772	\$11,876	\$11,692	\$11,744	\$11,624	\$12,676	\$12,460
23070	Richmond	\$ 43,536	\$ 40,348	\$43,180	\$41,692	\$42,304	\$41,640	\$41,832	\$41,408	\$45,148	\$46,884
25260	Ripley	\$ 18,332	\$ 17,036	\$18,232	\$17,744	\$17,900	\$17,616	\$17,700	\$16,816	\$18,336	\$23,988
29380	Robbinston	\$ 14,008	\$ 12,820	\$13,720	\$13,496	\$13,612	\$13,400	\$13,460	\$13,324	\$14,528	\$16,188
13100	Rockland	\$ 88,832	\$ 82,596	\$89,564	\$87,060	\$87,836	\$86,376	\$86,788	\$85,684	\$93,516	\$91,429
13110	Rockport	\$ 54,180	\$ 50,708	\$54,268	\$52,592	\$53,316	\$52,480	\$52,724	\$52,184	\$56,880	\$55,420
11200	Rome	\$ 18,960	\$ 17,508	\$18,736	\$18,212	\$18,372	\$18,084	\$18,156	\$17,972	\$19,608	\$23,976
29390	Roque Bluffs	\$ 10,988	\$ 10,236	\$10,956	\$10,648	\$10,744	\$10,572	\$10,624	\$10,516	\$11,464	\$11,184
17260	Roxbury	\$ 6,776	\$ 6,212	\$6,652	\$6,464	\$6,500	\$6,396	\$6,428	\$6,360	\$6,936	\$11,856
17270	Rumford	\$ 96,572	\$ 89,676	\$97,300	\$94,600	\$95,988	\$95,004	\$95,412	\$94,440	\$102,936	\$99,624
01140	Sabattus	\$ 43,352	\$ 40,388	\$43,284	\$42,136	\$42,504	\$41,836	\$42,032	\$41,604	\$45,424	\$49,356
31220	Saco	\$ 221,604	\$ 213,535	\$228,232	\$221,848	\$223,884	\$220,632	\$221,684	\$219,344	\$254,731	\$255,465
07170	Sandy River Plt	\$ 5,284	\$ 4,888	\$5,228	\$5,188	\$5,232	\$5,152	\$5,176	\$5,124	\$5,584	\$5,416
31230	Sanford	\$ 234,020	\$ 217,368	\$232,552	\$222,784	\$224,188	\$219,704	\$224,092	\$221,808	\$272,326	\$266,199
21170	Sangerville	\$ 34,288	\$ 31,880	\$34,120	\$33,072	\$33,360	\$34,100	\$34,256	\$33,908	\$36,972	\$43,368
05200	Scarborough	\$ 318,948	\$ 309,920	\$331,444	\$322,124	\$324,412	\$317,212	\$325,668	\$321,192	\$350,248	\$341,392
27180	Searsmont	\$ 37,204	\$ 34,660	\$37,096	\$36,056	\$36,372	\$35,800	\$35,968	\$35,600	\$38,816	\$39,684
27190	Searsport	\$ 47,236	\$ 43,696	\$46,764	\$45,480	\$45,876	\$45,156	\$45,364	\$44,904	\$48,988	\$47,704
05210	Sebago	\$ 53,392	\$ 49,848	\$53,348	\$50,204	\$50,640	\$49,628	\$49,856	\$49,348	\$53,808	\$52,356
21180	Sebec	\$ 27,700	\$ 25,716	\$27,520	\$26,856	\$27,092	\$26,104	\$26,224	\$25,956	\$28,304	\$27,588
19550	Seboeis Plt	\$ 4,188	\$ 3,932	\$4,208	\$4,088	\$4,124	\$4,060	\$4,080	\$4,036	\$4,404	\$4,244
09260	Sedgwick	\$ 31,928	\$ 29,648	\$31,728	\$30,896	\$31,648	\$31,144	\$31,264	\$30,948	\$33,744	\$32,952
31240	Shapleigh	\$ 67,440	\$ 63,400	\$67,852	\$66,112	\$66,952	\$65,900	\$66,208	\$65,532	\$71,452	\$70,188
03580	Sherman	\$ 25,048	\$ 23,444	\$25,088	\$24,388	\$24,324	\$23,944	\$24,056	\$23,808	\$25,960	\$26,904
21190	Shirley	\$ 8,188	\$ 7,628	\$8,164	\$7,936	\$8,004	\$7,880	\$7,916	\$7,832	\$8,540	\$9,108
11210	Sidney	\$ 44,168	\$ 41,232	\$44,128	\$42,948	\$43,324	\$42,644	\$42,808	\$42,372	\$46,200	\$49,860
25280	Skowhegan	\$ 150,220	\$ 139,664	\$149,532	\$145,456	\$144,204	\$141,884	\$141,984	\$140,536	\$153,012	\$148,632
25290	Smithfield	\$ 17,908	\$ 16,652	\$17,824	\$17,324	\$17,476	\$17,200	\$17,280	\$17,104	\$18,652	\$26,424
03590	Smyrna	\$ 10,408	\$ 9,908	\$10,640	\$10,340	\$10,432	\$10,268	\$10,316	\$10,208	\$11,100	\$11,652
25300	Solon	\$ 42,692	\$ 39,492	\$42,224	\$41,084	\$41,696	\$41,044	\$41,232	\$40,812	\$44,500	\$48,120
25000	Somerset Cty	\$ 68,760	\$ 63,504	\$67,964	\$66,116	\$66,696	\$65,648	\$64,656	\$63,996	\$69,780	\$68,004
15130	Somerville	\$ 24,048	\$ 22,364	\$23,936	\$23,268	\$23,472	\$23,104	\$23,208	\$22,972	\$25,048	\$24,496
09270	Sorrento	\$ 14,340	\$ 13,320	\$14,256	\$13,920	\$14,040	\$13,820	\$13,884	\$13,744	\$14,984	\$14,612
31250	South Berwick	\$ 66,812	\$ 62,524	\$66,884	\$65,736	\$65,792	\$64,804	\$65,104	\$64,440	\$70,280	\$74,436
15140	South Bristol	\$ 19,628	\$ 18,224	\$19,500	\$19,040	\$19,208	\$18,904	\$18,992	\$18,212	\$19,856	\$26,364
05220	South Portland	\$ 221,896	\$ 253,236	\$270,936	\$259,368	\$260,880	\$256,444	\$258,600	\$255,760	\$326,109	\$356,222
13130	South Thomaston	\$ 13,360	\$ 12,468	\$13,088	\$12,544	\$12,632	\$12,432	\$12,492	\$12,364	\$13,480	\$16,020
15150	Southport	\$ 18,980	\$ 17,268	\$18,480	\$18,024	\$18,184	\$17,896	\$17,980	\$17,796	\$19,404	\$19,024

09280	Southwest Harbor	\$ 18,628	\$ 16,900	\$18,088	\$17,708	\$17,860	\$17,580	\$17,660	\$17,480	\$19,084	\$18,556
19560	Springfield	\$ 15,032	\$ 13,944	\$14,920	\$14,632	\$14,760	\$14,528	\$14,592	\$13,824	\$15,076	\$18,528
03550	St Agatha	\$ 28,656	\$ 26,448	\$28,308	\$27,588	\$27,992	\$27,552	\$27,680	\$27,400	\$29,876	\$29,144
25270	St Albans	\$ 46,880	\$ 43,540	\$45,656	\$44,504	\$45,380	\$45,292	\$45,500	\$45,036	\$49,108	\$57,204
03560	St Francis	\$ 3,140	\$ 2,964	\$3,172	\$3,084	\$3,112	\$3,064	\$3,076	\$3,044	\$3,320	\$3,456
13120	St George	\$ 32,632	\$ 30,240	\$32,364	\$31,576	\$31,364	\$30,872	\$31,056	\$30,740	\$33,484	\$37,092
03570	St John Plt	\$ -	\$ -	\$0	\$0	\$0	\$0	\$0	\$0	\$280	\$600
19570	Stacyville	\$ 11,856	\$ 10,940	\$11,708	\$11,380	\$11,480	\$11,300	\$11,352	\$11,236	\$12,252	\$11,896
05230	Standish	\$ 167,064	\$ 154,868	\$165,656	\$161,128	\$162,012	\$159,468	\$160,592	\$158,956	\$167,452	\$161,180
25310	Starks	\$ 28,900	\$ 27,008	\$28,904	\$28,160	\$28,636	\$28,188	\$28,316	\$27,552	\$30,032	\$40,188
19580	Stetson	\$ 30,112	\$ 28,100	\$30,072	\$29,232	\$29,488	\$29,024	\$29,156	\$28,860	\$31,468	\$32,040
29400	Steuben	\$ 39,472	\$ 36,696	\$39,276	\$38,272	\$38,648	\$38,040	\$38,216	\$37,828	\$41,244	\$45,060
03600	Stockholm	\$ 8,796	\$ 8,120	\$8,688	\$8,448	\$8,520	\$8,388	\$8,424	\$8,340	\$9,092	\$12,684
27200	Stockton Springs	\$ 35,784	\$ 33,448	\$35,796	\$34,900	\$35,184	\$34,632	\$34,792	\$34,440	\$37,552	\$40,272
17280	Stoneham	\$ 10,376	\$ 9,552	\$10,224	\$9,936	\$10,024	\$9,868	\$9,912	\$9,812	\$10,700	\$11,484
09290	Stonington	\$ 19,780	\$ 18,304	\$19,588	\$19,092	\$19,260	\$18,956	\$19,044	\$18,852	\$20,556	\$19,980
17290	Stow	\$ 9,916	\$ 9,272	\$9,924	\$9,644	\$9,728	\$9,576	\$9,620	\$9,524	\$10,384	\$14,328
07180	Strong	\$ 19,016	\$ 17,760	\$19,008	\$18,476	\$18,636	\$18,344	\$18,428	\$18,448	\$20,116	\$29,652
09300	Sullivan	\$ 20,464	\$ 18,956	\$20,288	\$19,824	\$20,000	\$19,684	\$19,776	\$19,572	\$21,344	\$21,540
17300	Sumner	\$ 40,744	\$ 38,196	\$40,876	\$39,912	\$40,264	\$44,124	\$44,328	\$43,328	\$47,244	\$53,820
09310	Surry	\$ 29,460	\$ 27,384	\$29,308	\$28,488	\$28,736	\$28,284	\$28,408	\$27,352	\$29,824	\$29,180
09320	Swans Island	\$ 15,212	\$ 13,296	\$14,228	\$14,040	\$14,160	\$13,940	\$14,004	\$13,860	\$15,388	\$18,060
27210	Swanville	\$ 31,628	\$ 29,004	\$31,040	\$30,172	\$30,436	\$29,960	\$30,096	\$29,792	\$32,480	\$31,656
17310	Sweden	\$ 34,572	\$ 32,060	\$34,312	\$33,352	\$34,572	\$34,032	\$34,272	\$33,924	\$36,988	\$36,096
29410	Talmadge	\$ 4,000	\$ 3,708	\$3,972	\$3,860	\$3,892	\$3,832	\$3,848	\$3,812	\$4,156	\$4,500
07190	Temple	\$ 19,872	\$ 18,760	\$21,204	\$20,660	\$20,844	\$20,516	\$20,612	\$20,400	\$22,244	\$22,572
25320	The Forks Plt	\$ 2,444	\$ 2,272	\$2,432	\$2,364	\$2,776	\$2,732	\$2,744	\$2,716	\$2,960	\$3,168
13140	Thomaston	\$ 25,528	\$ 23,592	\$25,272	\$24,700	\$24,916	\$24,572	\$24,684	\$24,436	\$26,640	\$25,860
27220	Thorndike	\$ 25,240	\$ 23,280	\$24,936	\$26,572	\$26,784	\$26,364	\$26,484	\$26,216	\$28,584	\$31,632
29420	Topsfield	\$ 2,524	\$ 2,332	\$2,496	\$2,424	\$2,448	\$2,408	\$2,420	\$2,396	\$2,612	\$2,544
23080	Topsham	\$ 94,392	\$ 88,470	\$101,101	\$98,166	\$98,820	\$97,272	\$97,816	\$96,820	\$104,984	\$108,348
09330	Tremont	\$ 26,144	\$ 24,212	\$25,912	\$25,480	\$25,704	\$25,300	\$25,436	\$25,176	\$27,452	\$26,915
09340	Trenton	\$ 13,372	\$ 12,420	\$13,268	\$12,900	\$13,012	\$12,808	\$12,868	\$12,736	\$13,888	\$13,584
27230	Troy	\$ 32,532	\$ 30,496	\$32,640	\$31,840	\$32,120	\$31,616	\$31,760	\$31,436	\$34,280	\$37,944
01120	Turner	\$ 87,556	\$ 81,592	\$84,432	\$82,460	\$83,180	\$81,820	\$81,948	\$81,116	\$88,780	\$87,072
13150	Union	\$ 54,172	\$ 50,356	\$53,892	\$52,436	\$52,868	\$52,040	\$52,280	\$51,748	\$56,424	\$57,960
27240	Unity	\$ 35,288	\$ 33,008	\$35,324	\$34,200	\$35,524	\$34,964	\$35,128	\$34,768	\$37,912	\$39,552
17320	Upton	\$ 8,080	\$ 7,548	\$8,076	\$7,852	\$7,920	\$7,796	\$7,832	\$7,752	\$8,452	\$8,904
03610	Van Buren	\$ 31,188	\$ 28,568	\$30,520	\$29,764	\$31,508	\$31,012	\$31,156	\$30,840	\$33,468	\$35,136
29430	Vanceboro	\$ 4,128	\$ 3,804	\$4,136	\$4,020	\$4,320	\$4,252	\$4,272	\$4,228	\$4,612	\$4,920
11220	Vassalboro	\$ 67,000	\$ 62,524	\$66,916	\$65,264	\$65,804	\$64,124	\$64,420	\$63,764	\$69,528	\$68,208
19590	Veazie	\$ 12,712	\$ 11,504	\$12,312	\$11,968	\$12,072	\$11,964	\$12,116	\$11,600	\$15,478	\$15,442
09350	Verona	\$ 11,372	\$ 10,256	\$10,976	\$10,672	\$10,764	\$10,596	\$10,644	\$10,536	\$11,488	\$11,272
11230	Vienna	\$ 24,912	\$ 23,360	\$25,000	\$24,416	\$24,632	\$24,244	\$24,356	\$24,108	\$26,288	\$26,532
13160	Vinalhaven	\$ 36,072	\$ 33,888	\$36,264	\$35,648	\$35,960	\$35,396	\$34,260	\$33,912	\$36,976	\$43,596
03620	Wade	\$ 15,292	\$ 13,796	\$14,764	\$14,352	\$14,480	\$14,252	\$14,316	\$14,172	\$15,312	\$16,248

29440	Waite	\$ 4,372	\$ 4,092	\$4,380	\$4,256	\$4,292	\$4,228	\$4,248	\$4,204	\$4,584	\$4,884
27250	Waldo	\$ 23,172	\$ 20,980	\$22,452	\$21,824	\$22,016	\$21,668	\$21,768	\$21,548	\$23,492	\$22,916
15160	Waldoboro	\$ 75,316	\$ 69,724	\$74,620	\$72,672	\$73,312	\$72,160	\$72,484	\$69,400	\$75,672	\$82,716
01130	Wales	\$ 20,400	\$ 18,988	\$20,320	\$19,824	\$20,000	\$19,724	\$19,816	\$19,616	\$21,388	\$22,752
03630	Wallgrass	\$ 13,332	\$ 12,396	\$13,320	\$13,028	\$13,144	\$12,936	\$12,996	\$12,864	\$13,248	\$12,956
09360	Waltham	\$ 5,700	\$ 5,304	\$5,676	\$5,652	\$5,704	\$5,612	\$5,640	\$5,580	\$6,088	\$10,116
13170	Warren	\$ 55,144	\$ 51,200	\$54,796	\$53,116	\$53,580	\$52,740	\$52,972	\$52,000	\$56,700	\$62,016
03640	Washburn	\$ 30,256	\$ 28,164	\$28,732	\$28,012	\$30,336	\$29,860	\$29,996	\$29,692	\$32,376	\$31,296
13180	Washington	\$ 46,676	\$ 43,688	\$46,756	\$45,448	\$46,204	\$45,480	\$45,688	\$45,224	\$49,308	\$51,168
29000	Washington Cty	\$ 90,340	\$ 83,756	\$75,832	\$73,816	\$75,560	\$74,372	\$74,708	\$73,944	\$80,604	\$99,900
31260	Waterboro	\$ 84,532	\$ 78,828	\$84,352	\$82,140	\$82,656	\$81,360	\$81,736	\$80,904	\$88,212	\$85,968
17330	Waterford	\$ 61,100	\$ 57,012	\$61,016	\$59,320	\$60,288	\$59,340	\$59,448	\$58,328	\$63,596	\$68,004
11240	Waterville	\$ 204,264	\$ 189,232	\$202,860	\$196,380	\$198,676	\$194,444	\$195,320	\$189,148	\$208,476	\$201,392
11250	Wayne	\$ 31,856	\$ 29,608	\$31,684	\$30,924	\$31,196	\$30,708	\$30,848	\$30,532	\$33,292	\$34,476
19600	Webster Plt	\$ 6,040	\$ 5,680	\$6,080	\$5,908	\$5,960	\$6,076	\$6,104	\$6,040	\$6,588	\$8,004
07200	Weld	\$ 22,596	\$ 21,156	\$22,640	\$22,096	\$22,248	\$21,908	\$22,008	\$21,784	\$23,752	\$30,288
21200	Wellington	\$ 27,616	\$ 25,700	\$27,504	\$26,788	\$27,024	\$26,596	\$26,720	\$26,448	\$28,840	\$28,088
31270	Wells	\$ 210,956	\$ 196,368	\$207,204	\$201,408	\$202,992	\$201,320	\$203,400	\$200,664	\$237,404	\$230,810
29450	Wesley	\$ 996	\$ 924	\$988	\$960	\$968	\$956	\$960	\$948	\$1,036	\$4,944
23090	West Bath	\$ 24,296	\$ 22,536	\$24,120	\$23,708	\$23,912	\$23,540	\$23,648	\$23,408	\$25,488	\$24,836
25330	West Forks	\$ 800	\$ 732	\$784	\$764	\$732	\$720	\$724	\$716	\$780	\$1,032
11260	West Gardiner	\$ 28,488	\$ 26,340	\$28,188	\$27,380	\$27,620	\$27,184	\$27,312	\$27,032	\$29,476	\$28,828
17340	West Paris	\$ 32,596	\$ 30,336	\$32,468	\$31,560	\$31,836	\$31,336	\$31,480	\$31,160	\$33,976	\$35,124
05240	Westbrook	\$ 185,136	\$ 182,547	\$195,867	\$190,295	\$192,151	\$189,259	\$189,891	\$187,875	\$238,456	\$220,240
03650	Westfield	\$ 21,488	\$ 20,100	\$21,508	\$20,908	\$21,092	\$20,760	\$20,872	\$20,660	\$22,524	\$22,740
03660	Westmanland	\$ 10,172	\$ 9,528	\$9,852	\$9,576	\$9,660	\$9,508	\$9,552	\$9,456	\$10,312	\$10,296
03670	Weston	\$ 14,032	\$ 13,164	\$14,088	\$13,692	\$13,812	\$13,596	\$13,660	\$13,520	\$14,744	\$14,420
15170	Westport	\$ 26,176	\$ 24,412	\$26,836	\$26,024	\$26,252	\$25,840	\$25,960	\$25,696	\$28,016	\$27,332
15180	Whitefield	\$ 48,756	\$ 45,276	\$48,456	\$47,088	\$47,440	\$46,692	\$46,920	\$46,444	\$50,640	\$59,376
29460	Whiting	\$ 8,288	\$ 7,776	\$7,020	\$6,868	\$6,928	\$6,820	\$6,848	\$6,780	\$7,392	\$7,196
29470	Whitneyville	\$ 2,780	\$ 2,564	\$2,744	\$2,668	\$2,688	\$2,648	\$2,660	\$2,612	\$2,848	\$4,860
21210	Willimantic	\$ 20,148	\$ 18,716	\$20,028	\$19,468	\$19,640	\$19,332	\$19,420	\$19,224	\$20,960	\$20,416
07210	Wilton	\$ 58,972	\$ 53,308	\$56,868	\$55,340	\$56,408	\$55,888	\$56,220	\$55,644	\$60,844	\$73,416
05250	Windham	\$ 261,672	\$ 241,908	\$258,836	\$251,152	\$252,604	\$248,636	\$250,876	\$248,320	\$265,944	\$258,720
11270	Windsor	\$ 39,208	\$ 36,456	\$39,016	\$38,008	\$38,340	\$37,740	\$37,924	\$37,536	\$40,928	\$42,840
19610	Winn	\$ 7,172	\$ 7,792	\$8,340	\$8,108	\$8,176	\$8,048	\$8,088	\$8,004	\$8,728	\$12,720
11280	Winslow	\$ 118,056	\$ 109,148	\$118,132	\$114,956	\$115,716	\$113,660	\$114,592	\$113,424	\$123,672	\$121,236
09370	Winter Harbor	\$ 12,336	\$ 11,228	\$12,016	\$11,680	\$11,784	\$11,596	\$11,652	\$11,532	\$12,572	\$14,748
27260	Winterport	\$ 51,596	\$ 47,676	\$51,024	\$49,596	\$50,116	\$49,328	\$49,556	\$49,052	\$53,484	\$62,988
03680	Winterville Plt	\$ 5,628	\$ 4,596	\$4,916	\$4,780	\$4,820	\$4,744	\$4,768	\$4,720	\$5,144	\$7,740
11290	Winthrop	\$ 58,728	\$ 54,556	\$58,372	\$56,804	\$57,240	\$56,340	\$56,600	\$56,024	\$61,356	\$63,348
15190	Wiscasset	\$ 50,220	\$ 46,072	\$49,304	\$47,960	\$48,684	\$47,920	\$48,140	\$47,652	\$52,000	\$51,768
03690	Woodland	\$ 43,788	\$ 40,840	\$43,696	\$42,476	\$42,868	\$42,196	\$42,392	\$41,960	\$45,752	\$44,576
17350	Woodstock	\$ 41,372	\$ 38,512	\$41,216	\$39,364	\$40,352	\$39,720	\$39,348	\$38,688	\$42,184	\$42,084
19620	Woodville	\$ 7,144	\$ 6,676	\$7,144	\$6,944	\$7,008	\$6,896	\$6,928	\$6,856	\$7,476	\$11,964
23100	Woolwich	\$ 64,336	\$ 60,032	\$64,244	\$62,208	\$62,764	\$61,776	\$62,064	\$61,432	\$66,980	\$65,200

05260	Yarmouth	\$ 77,608	\$ 76,352	\$81,716	\$79,368	\$79,888	\$76,640	\$78,248	\$78,264	\$85,300	\$88,892
31280	York	\$ 240,884	\$ 223,136	\$238,800	\$231,784	\$233,636	\$229,932	\$213,743	\$186,756	\$204,548	\$198,548
	<b>Fiscal Year Total</b>	<b>\$ 21,602,556</b>	<b>\$20,244,024</b>	<b>\$21,649,502</b>	<b>\$21,070,063</b>	<b>\$21,271,563</b>	<b>\$20,927,441</b>	<b>\$21,016,630</b>	<b>\$20,741,383</b>	<b>\$23,181,587</b>	<b>\$23,747,471</b>

July 6, 2021

**Section V. Old Business**

▪ Set TIF Forum Date

On June 22, 2021, Selectperson Sites and the Town Attorney, Shana Mulleur, presented to the Select Board and audience information on the Town's Tax Increment Financing District (TIF). Below is a motion to have the Select Board schedule a TIF forum, if the Board so chooses. This may just be a discussion item.

*Note: A forum is an appropriate medium for which the public can be more involved with the discussion. It allows for presentations and public engagement or feedback.*

**SUGGESTED MOTION**

*Move to hold a forum hosted by the Select Board on the Town's Tax Increment Financing District on [month] [day], 2021. Second, discussion and vote to follow.*

The Select Board calendars from July to October are attached.

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▪ Muskie School of Policy

Discussion item led by Selectperson Sites.

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▪ Fee Schedule Ordinance Review

The Fee Ordinance requires the Select Board to annually review the Fee Schedule. Included herein is a revised schedule reviewed by staff to account for revenues discussed during the budget process and provide new fees as referenced in the Roadway Ordinance. Also included herein is a chart of proposed Code Enforcement Office and Land Use Ordinance fees that was brought forth the Board on February 2, 2021. According to the minutes of that meeting, the Board was scheduled to review the full fee schedule with all the changes. Due to a delayed Annual Town Meeting, the ordinance was not prepared to be presented back to the Select Board until now.

If the Board agrees with the ordinance as written, then the Board should make a motion to have a public hearing. The Board may also suggest changes that can be presented at the July 20, 2021 business meeting and call for a public hearing.

*Move to hold a public hearing on July 20, 2021 for the purposes of amending the Fee Schedule. Second, discussion and vote to follow.*

# Select Board Calendar

**July 2021**

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
									1		2		3
									CLOSED CLOSING FY 21 6:00 PM - Events Committee; WH&NYCC				
	4		5		6		7		8		9		10
		TOWN OFFICE CLOSED - INDEPENDENCE DAY		7:00 PM - Select Board Meeting; WH&NYCC		6:30 PM - Parks and Recreation Committee; WH&NYCC							
	11		12		13		14		15		16		17
				7:00 PM - Planning Board Meeting; ZOOM				6:00 PM - Events Committee; WH&NYCC				8:30 AM - Economic Development & Sustainability Committee Forum; WH&NYCC (TBD)	
	18		19		20		21		22		23		24
				7:00 PM - Select Board Meeting; WH&NYCC				6:30 PM - Economic Development & Sustainability Committee; ZOOM					
	25		26		27		28		29		30		31
				6:00 PM - 9:00 PM - NIMS Training				6:00 PM - Events Committee; WH&NYCC					

Orange - Town Offices Closed

Green - Select Board  
Blue - Planning Board  
Red - Important Reminder  
Purple - Committees

# August 2021

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
	1		2		3		4		5		6		7
				7:00 PM - Select Board Meeting; WH&NYCC		6:30 PM - Parks and Recreation Committee; WH&NYCC				6:00 PM - Joint Meeting with M.S.A.D 51; WH&NYCC			
	8		9		10		11		12		13		14
				7:00 PM - Planning Board Meeting; WH&NYCC				6:00 PM - Events Committee; WH&NYCC					
	15		16		17		18		19		20		21
				7:00 PM - Select Board Meeting; WH&NYCC									
	22		23		24		25		26		27		28
								6:30 PM - Economic Development & Sustainability Committee; WH&NYCC					
	29		30		31								



# October 2021

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
											1		2
	3		4		5		6		7		8		9
				7:00 PM - Select Board Meeting; WH&NYCC		6:30 PM - Parks and Recreation Committee; WH&NYCC							
	10		11		12		13		14		15		16
		MUNICIPAL OFFICES CLOSED - INDIGENOUS PEOPLES' DAY		7:00 PM - Planning Board Meeting; WH&NYCC									
	17		18		19		20		21		22		23
				7:00 PM - Select Board Meeting; WH&NYCC									
	24		25		26		27		28		29		30
								6:30 PM - Economic Development & Sustainability Committee; WH&NYCC					
	31												

**NOTE: Fees mentioned on the charts below are included in the proposed Fee Schedule.**

CODE ENFORCEMENT FEES

Fee Schedule Item	Gray	Yarmouth	Falmouth	Cumberland	North Yarmouth	Proposed New Fees	Comments
Admin Fee	\$ 25.00	\$ 50.00	\$ -	\$ 25.00	\$ -	\$ 25.00	Admin fee would be applied to all permits estimated <b>\$7,500</b> increase in revenue under account 4110 CEO Misc Permits
Permit Minimum	\$ 25.00	\$ 50.00	\$ 25.00	\$ -	\$ 50.00		
Foundation/Unfinished space (PER SQ FT)	\$ 0.30	\$ -	\$ 100.00	\$ 0.20	\$ 0.20		
Unfinished space (PER SQ FT)	\$ 0.30	\$ -	\$ 0.05	\$ -	\$ 0.20		
Residential - New Construction - (PER SQ FT)	\$ 0.65	\$10 per \$1,000	\$ 0.25	\$ -	\$ 0.60		
Residential - other Finished floor (PER SQ FT)	\$ 0.35	\$ -		\$ 0.40	\$ 0.60		
Commerical Minimum Fee	\$ -	\$ 100.00		\$ 100.00	\$ 50.00		
Commerical - New Construction (PER SQ FT)	\$ 0.65	\$10 per \$1,000		\$ 0.50	\$ 0.60		
Commerical - Other Finished Floor (PER SQ FT)	\$ 0.35	\$ -	\$20+\$7 per \$1,000 of cost	\$ -	\$ 0.60		
Commerical - Unfinished Area (PER SQ FT)	\$ -	\$ -	\$ -	\$ 0.20	\$ 0.20		
Deck/Sheds	\$ -	\$25 up to 200 SQ FT then \$10/per \$1000	SHED \$25 up to 200 Sq ft then \$25+.05 sq ft / DECK-PORCH \$10+\$.15/ sq ft	(Min \$25. up to 400 SQ FT then \$ .10 per SQ FT)	\$0 up to 200 SQ FT then .20/sq ft		
Certificate of Occupancy - Residential	\$ 50.00	\$ 50.00	\$75 with no active permit	\$ -	\$ -	\$ 50.00	Estimated increase in revenue of <b>\$2,500</b> for account 4060 for both line items.
Certificate of Occupancy - Commerical	\$ 100.00	\$ 50.00	\$ -	\$ -	\$ -	\$ 50.00	
Temporary Certificate of occupancy	\$ -	\$ 150.00	\$ -	\$ -	\$ 25.00		
Heating Systems	\$ 50.00	\$ -	\$ 25.00	\$ -	\$ 50.00		
New Dwelling Unit (per each)	\$ 400.00	\$ -	\$ -	\$ -	\$ -		
Driveway/entrance fee	\$ 100.00	\$ -	\$ -	\$ -	\$ 50.00		
Demo	\$ 100.00	Min \$50 or \$10/\$1,000 cost	\$ 25.00	\$ 50.00	\$ 50.00		
Re-Inspection	\$50 (2nd & Subsequent Times)	\$25/\$25/\$100	\$ 25.00	\$50/\$75/\$100	\$ 50.00		
Permit Renewal (one time only)	\$ 100.00	\$ -		\$ -	\$ -		
Mobil Home Units	\$ 400.00	\$ -		\$ -	\$ -		
Fireplace / Chimney	\$ 50.00	\$ -	\$25 per flue	\$ -	\$ 25.00	\$ 50.00	Keeping the minimum fee at \$50.
Wood Stove	\$ -	\$ -	\$ 25.00	\$ -	\$ -		
Temp plastic/canvas structure or temp greenhouses	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 50.00	Keeping the minimum fee at \$50.
Commerical Solar Energy Installation Permit	\$ 135.00	\$ -	\$ -	\$ -	\$ -		
Electrical - Additional meters/subpanels/generators	\$ 30.00	\$ -	\$ -	\$ -	\$ 50.00		
Electrical - Minimum Fee	\$ 50.00	\$ 25.00	\$ -	\$ 50.00	\$ 50.00		
Electrical - Wiring (PER SQ FT)	\$ 0.08	min \$25 or \$0.06 res / \$.10 comm	\$ -	\$25 or .07/ SQ FT which ever is higher (plus admin fee)	.08 or min \$50. Res / \$.11/.08/.05 Comm		
Electrical - Service	\$ 50.00	\$ 25.00	\$ -	\$ 50.00	\$ 50.00		

Fee Schedule Item	Gray	Yarmouth	Falmouth	Cumberland	North Yarmouth	Proposed New Fees	Comments
CODE ENFORCEMENT FEES							
Electrical - Sheds 120 sq ft & Under	\$ 25 (plus admin fee)	\$ -	\$ -	\$ -	.08 or min \$50. Res / \$.11/.08/.05 Comm		
Electrical - sheds over 120 sq ft	\$0.30 (plus admin fee)	\$ -	\$ -	\$ -	.08 or min \$50. Res / \$.11/.08/.05 Comm		
Plumbing - Internals Fees	state fees + \$25			State fees + \$5.00 per fixture	State fees only	Plus \$25	Additional income for these changes is located in the Admin Fee estimate.
Plumbing - External Fees	state fees + \$25		State fees +\$130.	State fees + \$20- \$125	State fees only	Plus \$25	
Explosives	\$ -	\$ -	\$ -	\$ -	\$ 50.00		
Home Occupation	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ 50.00	Both the code and assessing offices believe it would be beneficial to reinstate this fee for any business in the Town; it would help collect data for Personal Property Tax and hold businesses accountable.
Road Name Application / New Private Way / Numbering	\$ 150.00	\$ -	\$ -	\$ -	\$ 25.00		
Sign Permit	\$ 50.00	\$50 or \$10/\$1,000 of sign cost	\$25 for first + \$5 additional	\$ 50.00	\$ 50.00		
Swimming Pool	\$ 100.00	\$125+25	\$ 75.00	\$ 125.00	\$ 50.00	\$ 100.00	Increasing this fee would keep us in line with all other town and capture the sq ft fee that is not at this time.
Tree Removal	\$ 75.00	\$ -	\$ -	\$ -	\$ -		
Solar Arrays	\$ -	\$ -	\$5 per \$1,000 of cost	\$14 (per \$1000)	\$ 50.00		
Renovations/Alternations	\$ -	\$ -	\$5 per \$1,000 of cost	\$14 (per \$1000)	\$ 50.00		
Change of Use Permits	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ 50.00	It doesn't happen a lot but does occur, and as more businesses come into town, we may see more activity around this.
Stop Work order or other violation	1 double fees, 2 triple fee, 3+ \$2,500	min \$100 to \$2,500 per violation	min \$100 to \$2,500 per violation	\$100 to\$ 2,500 per violation	Double fee to \$2,500 per violation		

Summary		
Admin Fees	\$	7,500.00
Occupancy Permits	\$	2,500.00
Other (est.)	\$	2,000.00
<b>Additional Revenues:</b>	<b>\$</b>	<b>12,000.00</b>

**Town of North Yarmouth  
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

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**Administrative Fees**

Animal Impoundment Fee	
Flat fee for impoundment	\$ 40.00
Emergency medical bills attributed to the animal	Cost
Dangerous Dog License	\$100.00
Dangerous Dog License Late Fee	\$140.00
Nuisance Dog	\$ 30.00
Nuisance Dog Late Fee	\$ 70.00
 Bumper Stickers	 \$ 1.00
 Copy of Land Use Ordinance (outside)	 Cost
 Copy of other ordinances done in-house	
Per page up to 20 pages	\$ 0.50
 Faxes (per page - Incoming or outgoing)	 \$ 2.00
 Photocopies per page	
8 ½ inch x 11 inch or smaller	\$ 0.50
8 ½ inch x 14 inch	\$ 0.75
11 inch x 17 inch	\$ 1.00
DVDThumb drive (Type A)	\$ <del>10.00</del> 5.00
 Notary Fee (per page)	 \$ 2.50
 Non-Sufficient Funds	 \$ 40.00
 Search Fee (Genealogy)	
Per surname	\$ 15.00
Abstract	\$ 5.00
 Street Map (11 inch x 17 inch)	 \$ 1.00
 Tax Account Listing - electronic format	 \$ 75.00
 Tax Maps complete set	
11 inch x 17 inch	\$ 25.00
24 inch x 36 inch	Cost
 Junkyards	
Application fee	\$250.00
Advertising fee	Cost
 Liquor License	
Application fee	\$ 25.00
Advertising fee	Cost
 Bottle Club License	
Application fee	\$ 25.00
Advertising fee	Cost

**Town of North Yarmouth**  
**SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

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Catering License - Application Fees	
Catering Privileges off Premises	\$ 25.00
Catered Function by Qualified Catering Organization	\$ 25.00
Catered Function by B.Y.O.B. License	\$ 25.00

Cemetery Fees - Set by Cemetery Commission

	Lots Established After 2015	Lots Established Prior to 2015
Resident		
Lot Fees	\$300.00	\$250.00
Perpetual care	\$200.00	\$150.00
Non-Resident		
Lot Fees	\$400.00	\$350.00
Perpetual care	\$250.00	\$200.00
Administrative Fee per Interment		\$175.00
Transfer of Burial Rights		\$ <del>60.00</del> 75.00
Interment Fees		Separate fee set by contractor
Disinterment		Separate fee set by contractor

Administrative Fee – Code Enforcement Office \$ 25.00  
 Fee applies to all permits issued by the Code  
 Enforcement Officer

Business Registration Fee – Code Enforcement Office \$ 50.00

Change of Use Permits – Code Enforcement Office \$ 50.00

PAYT (Pay-As-You-Throw)	
One (1) Roll of 10 - 15 Gallon Bags	\$ 15.00
One (1) Roll of 5 - 33 Gallon Bags	\$ 15.00
Recycle Containers	Cost
Composter	Cost

Clean Up Day Fees Cost

**Ambulance Service**

Town of North Yarmouth Ambulance Service Ordinance - The North Yarmouth Board of Selectmen shall annually establish a schedule of fees that support the cost of ambulance service to the extent practical while respecting all state and federal laws, rules and regulations.

Mileage (per loaded mile)	\$ 16.00
ALS1 (A0427)	\$ 900.00
ALS2-2 (A0433)	\$1,200.00
ALS - Non Emergency (A0426)	\$ 500.00
BLS – Non Emergency (A0428)	\$ 400.00
BLS - Emergency (A0429)	\$ 700.00
Paramedic Intercept	\$ 300.00
On Scene	\$ 150.00
Records Request	\$ 5.00

**Town of North Yarmouth  
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

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**Amusement Devices**

Coin-Operated Amusement Device Ordinance Annual license for 5 machines	\$ 100.00
Each additional machine	\$ 50.00

**Barking Dogs**

Per offense upon conviction in District Court (Ordinance)	\$ 50.00
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**Building Permit Fees - Code Enforcement**

*Administrative Fee Applies*

Residential buildings or buildings accessory to residential buildings:

Finished living space area (sq. ft.)	\$ 0.60
Unfinished area, foundations and garages (sq. ft.)	\$ 0.20

Commercial Buildings:

Commercial area (sq. ft.)	\$ 0.60
Foundation area (sq. ft.)	\$ 0.20

Temporary Housing Permit from CEO	\$ 25.00
Demolition	\$ 50.00
Swimming Pools	\$ <del>50.00</del> 100.00
Chimneys	\$ <del>25.00</del> 50.00
Temp plastic or canvas structures (or temporary greenhouses)	\$ <del>25.00</del> 50.00
Sign Permit	\$ 50.00
Driveway/Road Entrance Permit from CEO	\$ 50.00
Property Naming Permit	\$ 25.00
Certificate of Occupancy	
Residential	\$ 50.00
Commercial	\$ 50.00
Re-inspection Fee	\$ 50.00
Minimum Fee	\$ 50.00
Late Fee - double amount of regular fee	

**Electrical Permit Fees - Code Enforcement**

*Administrative Fee Applies*

Residential Work - all sq. ft.	\$ 0.08
Commercial Work	
Up to 5,000 sq. ft.	\$ 0.11
5,001 to 10,000 sq. ft.	\$ 0.08
10,001 and up	\$ 0.05
Adding Appliances	\$ 50.00
Temporary or Permanent Service	\$ 50.00
Re-inspection Fee	\$ 50.00

**Town of North Yarmouth**  
**SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

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Minimum Fee \$ 50.00  
 Late fee - double amount of regular fee

**Explosives**

*Administrative Fee Applies*

Ordinance Regulating the Use of Explosives  
 Blasting Permit \$ 50.00

**Floodplain**

*Administrative Fee Applies*

Floodplain Management Ordinance  
 Application Fee \$100.00  
 Expert's Fee - Payable 10 days after the town submits an  
 invoice to the applicant. Cost

**Land Use - Code Enforcement/Planning**

Town of North Yarmouth, Maine Land Use Ordinance

~~Building/Land Use Permit from CEO \$ 50.00~~  
~~Driveway/Road Entrance Permit from CEO \$ 50.00~~  
 Site Plan Review Permit from Planning Board \$ 250.00  
 Amendment to Site Plan Review Permit (Planning Board) \$ 75.00  
 Subdivision Approval (Planning Board)

Minor Subdivision  
 Non-refundable application fee \$ 250.00  
 Plus for each lot/dwelling unit \$ 100.00  
 Technical Review Cost + \$ 25.00

Major Subdivision  
 Non-refundable application fee \$ 350.00  
 Plus for each lot or dwelling unit \$ 100.00  
 Technical Review Cost + \$ 25.00 Conditional

**Roadway Ordinance – Code Enforcement/Road Commissioner**

*Administrative Fee Applies*

Parking Fine for On-Street (4+ hours) \$ 25.00  
 Roadway Sign Installation Fee \$ 50.00 + Cost  
 Private Road Sign Replacement Fees \$ 25.00 + Cost  
 Road Inspection Fee (each inspection) \$ 50.00  
 Road Permit \$ 50.00  
 Street Entrance Permit \$ 50.00  
 Temporary Entrance Permit \$ 50.00  
 Street Opening Fee \$ 100.00  
 Culvert Installation Permit \$ 50.00  
 Snow on Public Highway Fine \$ 50.00

**Town of North Yarmouth**  
**SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

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Winter Parking Ban Fine	\$ 50.00
Obstructing Traffic	\$ 25.00
Emergency Vehicle Access Evaluation	\$ 50.00

**Mass Gatherings**

Licensing Fee	\$ 200.00
Penalty Fee	\$ 200.00 per day, with a maximum penalty of \$2,500

**Fire Rescue Department Permits**

Alarm: Residential	\$ 50.00
Alarm: Commercial	\$100.00
Sprinkler Systems	\$ <del>25.00</del>
Liquid/Gas Fuel Burning Appliance	\$ 25.00
Solid Fuel Burning Appliance	\$ 25.00

**Nuisance Calls or False Alarms**

First three (3) calls	No charge
Fourth (4 <sup>th</sup> ) Call	\$100.00
Fifth (5 <sup>th</sup> ) Call	\$250.00
Sixth (6 <sup>th</sup> ) Call	\$500.00

Applies to a calendar year.

False Alarm calls are defined as a faulty detector or problem with the system. Actual smoke, be it food on the stove or other types of real activations do not constitute a false alarm. CO (Carbon Monoxide) Alarms that actually have CO reading does not constitute a false alarm.

Nuisance calls are defined as repeat responds for the same reason, such as the odor of gas with no readings on the gas meter and alike or other reason deemed a "nuisance" by the Fire Rescue Chief.

**Parks & Recreation Areas**

Ordinance Violations - Per Offence	\$100.00
Domestic Animal Commercial Businesses Park Use Permits	
North Yarmouth - Monthly	\$ 25.00
Outside North Yarmouth - Monthly	\$ 50.00
North Yarmouth - 1 Day	\$ 5.00
Outside North Yarmouth - 1 Day	\$ 10.00
Groups or Organized Groups Single Event Use Permit (profit or non-profit*)	
Singular Event - per day	
Resident	\$ 50.00
Non-Resident	\$100.00

\*Fee is waived for nonprofits associated with the Town.

**Planning Board**

Use Approval from Planning Board	\$250.00
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**Town of North Yarmouth  
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

**Plumbing Code - Code Enforcement**

*Administrative Fee Applies*

Uniform Plumbing Code  
Plumbing Fees

As established by the State of Maine

**Private Road Signs**

~~Private Road Sign Replacement Fees~~

<del>Sign</del>	<del>Cost</del>
<del>10' Green Post</del>	<del>\$ 33.00</del>
<del>Sign Brackett</del>	<del>\$ 7.25</del>
<del>E911 Mapping &amp; Dispatch Updates</del>	<del>\$ 5.00</del>
<del>Labor</del>	<del>Current Laborer Wage Rate</del>
<del>Install time varies; new sign approximately 30 minutes.</del>	

**Public Facility Use (Wescustogo Hall & Community Center)**

<b>Wescustogo Hall &amp; Community Rentals Rental Rates (per hour)</b>						
<b>FACILITY SPACE</b>	Residents of NY & Cumberland	Anyone NOT living in NY or Cumberland	Non-Profit or 501c3 organization that is not Municipal Government or Town Committee/ Board		Any Business, Private or Public, Operating for Profit	
	Resident	Non-Resident	Non-Profit Res.	Non-Profit/Non-Res.	For Profit - Res.	For Profit NR
Wescustogo Hall	\$200.00	\$300.00	\$100.00	\$150.00	\$225.00	\$325.00
Wescustogo Hall Room 1	\$50.00	\$75.00	\$25.00	\$50.00	\$75.00	\$100.00
Wescustogo Hall Room 2	\$50.00	\$75.00	\$25.00	\$50.00	\$75.00	\$100.00
Wescustogo Hall Room 3	\$75.00	\$100.00	\$50.00	\$75.00	\$100.00	\$125.00
Combo WH / Room 1 & 2	\$75.00	\$125.00	\$50.00	\$100.00	\$150.00	\$200.00
Combo WH / Room 2 & 3	\$100.00	\$150.00	\$75.00	\$125.00	\$175.00	\$225.00
Gymnasium (includes stage)	\$50.00	\$75.00	\$25.00	\$50.00	\$100.00	\$125.00
Community Room	\$50.00	\$75.00	\$25.00	\$50.00	\$75.00	\$100.00
Kitchen	\$25.00	\$40.00	\$20.00	\$35.00	\$50.00	\$65.00
<b>50% of all deposit and rental fees are due at the time of rental confirmation.</b>						
Loss Key/Card(s)	\$15.00	No Deposit Required				
Damages	All groups/individuals shall be responsible in full for any costs to the center to include labor and materials.					

**Wescustogo Hall & North Yarmouth Community Center Misc. Fees**

Events & Programming (Resident)	\$ 0 - \$400.00*
Events & Programming (Non-Resident)	\$ 0 - \$450.00*
Equipment Rentals	
Damage Deposit	\$ 0 - \$250.00*
Rental Fee	\$ 0 - \$150.00*

\*Variation of fee structure to allow for any and as many different events/programs throughout the year.

**Town of North Yarmouth**  
**SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

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**Road Naming and Property Numbering**

~~Application \$25.00~~  
~~Sign and Post installation – material and labor Cost + \$30.00~~

**Shellfish Conservation Ordinance** (Chapter 305 – Towns of Yarmouth/North Yarmouth)

License

Resident Commercial	\$200.00
Non-resident Non-reciprocating Commercial	\$400.00
Resident Recreational	\$ 25.00
Non-resident Non-reciprocating Recreational	\$ 50.00
Three-day Recreational license (pursuant to section II.B.5)	\$ 30.00

Resident/Non-resident Recreational license fees are waived for individuals of age 65 or older.

**Snow**

~~Winter “Snow” Ordinance~~ Refer to Ordinance.

**Solid Waste**

Solid Waste Disposal & Recycling Ordinance  
Refuse Hauler Permit Application \$ 25.00

**Sprinklers**

Sprinkler Ordinance Refer to Ordinance

**Subsurface Wastewater**

Subsurface Wastewater Disposal Rules Plumbing fees as established by the State of Maine.

**Vehicular Weight**

~~Vehicular Weight Control Ordinance Permit~~ Refer to Ordinance.

**Zoning Board of Appeals**

Administrative Appeal to Zoning Board	\$250.00
Miscellaneous Appeal to Zoning Board	\$250.00
Variance Appeal to Zoning Board of Appeals	\$250.00

**Town of North Yarmouth**  
**SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

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**Select Board**

\_\_\_\_\_  
James Moulton

\_\_\_\_\_  
Brian Sites

\_\_\_\_\_  
Austin Harrell

\_\_\_\_\_  
David Reed

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

ADOPTED July 6, 2010, EFFECTIVE July 7, 2010  
AMENDED June 7, 2011, EFFECTIVE July 1, 2011  
AMENDED June 19, 2012, EFFECTIVE July 1, 2012  
AMENDED June 18, 2013, EFFECTIVE July 1, 2013  
AMENDED August 5, 2014, EFFECTIVE August 6, 2014  
AMENDED October 20, 2015, EFFECTIVE October 21, 2015  
AMENDED October 4, 2016, EFFECTIVE October 5, 2016  
AMENDED September 5, 2017, EFFECTIVE September 5, 2017  
NO AMENDMENTS 2018  
AMENDED August 20, 2019, EFFECTIVE August 21, 2019  
AMENDED December 3, 2019, EFFECTIVE December 4, 2019  
[NO AMENDMENTS 2020](#)  
[AMENDED \[TBD\], EFFECTIVE \[TBD\]](#)

July 6, 2021

**Section VI. New Business**

▪ **First Review of Fire Barn Lease**

Included herein is a proposed lease for the property located at 38 Memorial Highway (portion of the Village Green) between the Town of North Yarmouth and the North Yarmouth Fire Company. The lease is very similar to the lease the Board approved with the North Yarmouth Historical Society with minor changes to reflect intended use and other geographical information (in red). This was done for the purposes of maintaining similar requirements the Board approved with NYHS for the use of the Village Green. Additional information about the project is included herein as well.

**Special Town Meeting Approval:**

At the **October 3, 2020** Special Town Meeting, the townspeople voted to authorize the Select Board to lease a portion of the Village Green for the construction of the storage building for the town's first fire truck and other memorabilia.

**SUGGESTED ACTION**

- The Board may wish to discuss the item (discussion then table for the next meeting), request more information, review, etc., or;
- *Move that the Select Board approve the proposed lease agreement with the North Yarmouth Fire Company, as presented [or amended], and authorize the Town Manager to complete, execute, and manage said agreement with representatives of the North Yarmouth Fire Company.*

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▪ **Annual Town Appointments**

**1) Select Board Appointments – One (1) Year Terms:**

Road Commissioner	Clark Baston
Public Access Officer	Cheryl Trenoweth

**SUGGESTED ACTION ITEM**

- 1) *Move to appoint Clark Baston as the town Road Commissioner for a one (1) year term. Second, discussion and vote follow.*
- 2) *Move to appoint Cheryl Trenoweth as Public Access Officer for a one (1) year term. Second, discussion and vote follow.*

**2) Select Board Appointments – Two (2) Year Terms:**

Assessor	Renee Lachapelle (Cumberland County)
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**SUGGESTED ACTION ITEM**

*Move to appoint Renee Lachapelle, Cumberland County Assessing, as the town Assessor for a two (2) year term. Second, discussion and vote follow*

**3) Standing Committees – 3 Year Terms to Expire 6/30/2024:**

Board of Assessment Review	Norman L. Smith
Economic Development & Sustainability Committee	Kit Maloney
Parks and Recreation	Scott Kerr
Parks and Recreation	Robert Abbott

Planning Board	Sandra Falsey
Wescustogo Hall Committee	Linc Merrill
Zoning Board of Appeals	Normal L. Smith
Shellfish Conservation Commission	Kevin Oliver

**SUGGESTED ACTION ITEM**

*Move to appoint to the town Standing Committees for a term of three (3) years (read list of committees & names), as presented. Second, discussion and vote follow.*

**4) Cumberland/North Yarmouth Appointments – 1 Year Terms to Expire 6/30/2022**

PM Library Advisory Board	Trudy Dibner
PM Library Advisory Board	Kelly Barnes
PM Library Advisory Board	Paul Dexter
Joint Standing Committee	Greg Payson

**SUGGESTED ACTION ITEM**

*Move to appoint to the town Shared North Yarmouth/Cumberland advisory committees for a term of one (1) year (read list of committees & names), as presented. Second, discussion and vote follow.*

**5) Select Board Members – 1 Year Terms to Expire 6/30/22**

Recreation Advisory Board	2 – Selectpersons
Joint Standing Committee	2 – Selectpersons
Wescustogo Hall Committee	2 – Selectpersons

**SUGGESTED ACTION ITEM**

- 1) *Move to appoint Selectpersons \_\_\_\_\_ and \_\_\_\_\_ to the Recreation Advisory Board for terms to expire June 30, 2022. Second, discussion and vote follow.*
- 2) *Move to appoint Selectpersons \_\_\_\_\_ and \_\_\_\_\_ to the Joint Standing Committee for terms to expire June 30, 2022. Second, discussion and vote follow.*
- 3) *Move to appoint Selectpersons \_\_\_\_\_ and \_\_\_\_\_ to the Wescustogo Hall Committee for terms to expire June 30, 2022. Second, discussion and vote follow.*

**6) Acting Town Manager Appointments\* – One (1) Year Terms**

Town Clerk	Debbie A. Grover
Code Enforcement Officer	Ryan Keith
Electrical, Building, & Plumbing Inspector	Ryan Keith
Fire Rescue Chief, Fire Warden	Greg A. Payson
Emergency Management Director	Greg A. Payson

*\*Note: Under the Article III, § 3(g) of the North Yarmouth Charter, the Town Manager has the responsibility of appointing and overseeing the listed officials. The Select Board may simply agree by concensus or make a motion to confirm the Town Manager’s appointments.*

**ACTION ITEM**

*Move to confirm the Acting Town Manager’s appointments, as presented. Second, discussion and vote follow.*

▪ Other Appointments

- 1) Included herein is an application from Elise Kern who would like to be appointed to the Parks and Recreation Committee

*Move to appoint Elise Kern to the Parks and Recreation Committee for a term to expire June 30, 2024. Second, discussion and vote follow.*

- 2) Included herein are two (2) applications for the Budget Committee. One application is from Bill Young and another from Jay Fulton. The Budget Committee position is originally an elected position that the Select Board may appoint for the remainder of the term if no person is elected to a position. The Budget Committee currently has six (6) of the seven (7) seats available filled.

*Move to appoint \_\_\_\_\_ to the Budget Committee for a term to expire June 30, 2023. Second, discussion and vote follow.*

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▪ First Review of Request for Proposals – Auditing Services

Included herein is a proposed draft of a Request for Proposal (RFP) for Auditing Services. If the Board is satisfied with the document, the Acting Town Manager will release the RFP.

**SUGGESTED ACTION**

*Move to have the Acting Town Manager release the Request for Proposal for Auditing Services, as presented [or amended]. Second, discussion and vote to follow.*

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▪ Select Board Goals

Included herein is a summary of last year's Select Board goals. To the best of my knowledge, I put together a synopsis of what I am aware the Board has either completed, started, or is currently working on. More research still needs to be done on some topics.

**SUGGESTED ACTION**

The Board may want to discuss the goals for FY21 and email/write three (3) goals to the Executive Assistant to the Town Manager to compile for the next Select Board meeting.

## LEASE AGREEMENT

WHEREAS, the Town of North Yarmouth, a body corporate and politic and Maine municipal corporation (“Town”), owns the real estate located at **38 Memorial Highway**, Town of North Yarmouth, State of Maine, being the property commonly known as the Village Green and the former site of the Wescustogo Grange Hall (the “Premises” or “Village Green”);

**WHEARAS, the Fire Company desires to construct an Antique Fire Barn and Museum on the Premises;**

**WHEARAS, the Town acknowledges that the construction of the Antique Fire Barn and Museum on the Premises would allow close proximity to the North Yarmouth Fire Rescue Station, a building for purposes of storing the Town’s first new fire truck and other items of memorabilia as well as for modern-day storage purposes;**

WHEREAS, the Town agrees to lease a portion of the Village Green to the Fire Company on the terms and conditions herein;

NOW THEREFORE, in consideration of the mutual covenants and obligations herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, this Lease Agreement (“Lease”) is made this \_\_\_ day of \_\_\_\_\_, 2021, by and between the Town and the Fire Company, and the parties agree to the following terms and conditions:

1. PREMISES LEASED. The Town does hereby lease to Fire Company, and the Fire Company does hereby lease from the Town, upon the terms and conditions herein, the Premises. All references to the Premises hereinafter shall include the Antique Fire Barn & Museum.

2. TERM/RENEWAL. This Lease shall commence on **[TBD]** and shall be for an initial term of ninety-nine (99) years unless earlier terminated in accordance with the terms hereof. This Lease shall automatically renew, upon the same terms and conditions stated herein, for successive periods of twenty-five (25) years, in perpetuity, unless and until terminated by either party in accordance with the terms hereof.

3. RENT. The Fire Company and the Town agree and acknowledge that the Fire Company has paid One Dollar (\$1.00) as rent for the Term, including any extensions thereof. There shall be no further monetary Rent due under this Lease.

4. REAL ESTATE TAXES and UTILITIES. The Fire Company shall pay when due all real estate taxes, betterments, and assessments of every kind and description assessed or levied against the Premises. The Fire Company shall also pay for any utility services supplied on the Premises.

5. USE OF PREMISES; ASSIGNMENT/SUBLETTING. **The Premises shall be used primarily for storing the Town’s first new fire truck and other items of memorabilia as well as being used for modern-day storage.** The Fire Company shall not by operation of law or otherwise, assign, mortgage, or encumber this Lease or sublet or permit the Premises or any part thereof to be used by others, except to another non-profit organization with the same purpose and mission as that of the Fire Company, and, in any event, only upon the prior express written consent of the Town, which

the Town may withhold in its sole and absolute discretion. The Fire Company shall not perform any act or carry on any practice which may damage the Premises or constitute a nuisance.

6. MAINTENANCE AND REPAIR. The Fire Company agrees to maintain the Antique Fire Barn and Museum in a high-quality manner consistent with the existing aesthetic nature of the Village Green. Notwithstanding anything to the contrary herein, this Lease is not a permit, and the Fire Company shall apply for and obtain at its own expense all customary and necessary permitting and approvals. The Fire Company shall thereafter, at all times during the term of this lease including any renewal(s), solely at its own cost, maintain the Antique Fire Barn and Museum and the Premises in good order and repair and in a manner generally consistent with the high quality maintenance and upkeep of the Village Green, band stand, and Memorial Garden located on the Premises, reasonable use and wear and damage by fire or other casualty only excepted; shall keep all fixtures and equipment in the Antique Fire Barn and Museum, including without limitation all heating, air conditioning, electrical and mechanical fixtures and equipment in good operating condition, reasonable wear and damage by fire or casualty only excepted; and the Fire Company agrees to make all repairs and do all other work necessary for the foregoing purposes. Notwithstanding the foregoing, the Fire Company shall not make any structural or non-structural improvement, addition or alteration without the prior consent of the Town, and any such improvements, additions, or alterations shall be consistent with the existing character of the Village Green, band stand, and Memorial Garden located on the Premises, and shall also maintain at all times at least sixty-five percent 65% green space on the Premises. If the Fire Company refuses or neglects to repair the Antique Barn & Museum or the Premises as required hereunder and to the satisfaction of the Town, the Town may make such repairs for the account of the Fire Company, including the right to remove any improvements, additions, or alterations that result in less than 65% green space on the Premises, and shall not be liable to the Fire Company for any loss or damage to the Fire Company's business by reason thereof, and upon completion, the Fire company shall pay all of the Town's costs and expenses for making such repairs to the Premises. Town shall have reasonable access at all times to the Premises and the Antique Fire Barn and Museum for the purpose of examining the same and determining compliance with the terms of this Lease or to make any repairs or perform any reconstruction deemed necessary by the Town.

At the expiration of the term or earlier termination of this Lease, the Fire Company shall surrender the Premises to the Town in the same condition as they were in at the commencement of the term, reasonable use and wear and damage by fire or another casualty only excepted. All fixtures, alterations or improvements to the Premises or the Antique Fire Barn and Museum shall become part of the Premises and shall be surrendered to the Town upon the expiration or termination of this Lease.

7. INSURANCE. The Fire Company shall maintain a policy of fire and extended coverage insurance on the Premises, in such amounts satisfactory to the Town, which policy shall name the Town as an additional insured. The Fire Company shall additionally maintain a policy of public liability insurance insuring the Town and the Fire Company, said policy to be in such amounts and with such companies as shall from time to time be satisfactory to the Town and the Fire Company and shall otherwise maintain insurance against such other hazards as the Town may from time to time reasonably require.

8. INDEMNIFICATION. The Fire Company hereby agrees to indemnify and hold the Town harmless from and against any and all claims for injury to persons (including death) or damage to property in or about the Premises, and against any costs or damages (including without limit reasonable attorney's fees and costs) which the Town may incur by reason of the assertion of any such claims and/or relating to the Fire Company's breach of this lease and/or the Town's enforcement hereof. Nothing herein shall waive or modify the defenses, immunities, or protections of the Maine Tort Claims Act, to the extent they may apply.

9. DEFAULT. If i) the Fire Company shall default in the performance of any of its covenants, agreements or obligations hereunder; ii) this Lease is assigned to any individual or entity other than the Fire Company without prior written approval from the Town; iii) the Fire Company shall cease to exist as a validly existing non-profit entity; iv) an assignment shall be made by the Fire Company for the benefit of creditors; or v) the Fire Company's leasehold interest hereunder shall be taken on execution, then in any of such cases Landlord may lawfully, immediately and at any time thereafter, and without further notice or demand, and without prejudice to any other remedies, enter into and upon the Premises or any part thereof, or mail a notice of termination addressed to the Fire Company's at the Premises, and upon such entry or mailing this Lease shall immediately terminate. In case of such termination, the Fire Company shall pay to the Town all damages for breach as are available and permitted under Maine law.

10. QUIET ENJOYMENT. The Town expressly disclaims any covenant of quiet enjoyment with respect to this Lease.

IN WITNESS WHEREOF, Town and the Fire Company have executed this Lease as of the date first above written.

WITNESSETH:

TOWN OF NORTH YARMOUTH

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Debbie A. Grover  
Acting Town Manager

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

NORTH YARMOUTH FIRE COMPANY

\_\_\_\_\_  
Name:

\_\_\_\_\_  
David Hyde  
Fire Company

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

\_\_\_\_\_  
Turner Hansel  
Fire Company



*Town of North Yarmouth, Maine  
Incorporated 1680  
North Yarmouth Fire Rescue*



**Gregory Payson**, Fire Rescue Chief  
Email: [firechief@northyarmouth.org](mailto:firechief@northyarmouth.org)  
Tel: 207-829-3025

**Justin Deri**, Deputy Fire Rescue Chief  
Email: [Deputychief@northyarmouth.org](mailto:Deputychief@northyarmouth.org)  
Fax: 207-829-4893



March 8, 2021

Dear Town of North Yarmouth Resident:

This letter is to inform you that an application for a building approval has been submitted to the Town Planning Board. The North Yarmouth Fire Company (fire company) petitioned the Town of North Yarmouth to lease a parcel of property located at 38 Memorial Highway, Tax Map 7, Lot 65. The purpose of this building is to provide housing for the fire company's antique fire engine, as well as a museum for the town antique fire and EMS equipment. This petition was approved at the 2020 annual town meeting.

The North Yarmouth Fire Company was formed on March 25<sup>th</sup>, 1945 to provide fire protection to the Town of North Yarmouth. The financial and personnel side of fire protection eventually transitioned to the Town of North Yarmouth. This transition changed the day in/ day out activities to a municipal department. It also changed the name of the department from North Yarmouth Fire Department to North Yarmouth Fire Rescue.

The North Yarmouth Fire Company remains an active entity within the Fire Department. The fire company participates in many of the town's events including and not limited to: Fun Day (in which the Fire Company founded), annual kite festival, events at the Wescustogo Hall & Community Center, the Fire Company Bean Supper, etc.

During the early years, the North Yarmouth Fire Company purchased used fire apparatus from other companies. In 1960, the Town of North Yarmouth purchased its first new Series 60 Chevrolet/Admiral Fire Truck. This truck served the town of North Yarmouth for many years. When the truck was officially retired from service in 1986, the North Yarmouth Fire Company decided to keep the truck for historical purposes. Since that time, the truck has been housed in a temporary structure.

If approved, the Fire Company is looking to erect a building on the leased property at 38 Memorial Highway, which is between the Fire and Rescue building and the utility communications building located on Memorial Highway. This building will be used to house the fire engine and other historical items the fire company owns. This will allow the fire company to preserve and display our history to the citizens of the Town of North Yarmouth. The building will be erected at no cost to the residents of North Yarmouth and will be funded via fund raising activities by the North Yarmouth Fire Company.

The planning board will meet to discuss this project on April 13, 2021.

Sincerely  
Gregory A Payson  
Fire Rescue Chief

Jason Raven  
Fire Company President



**Mailing Address:** 10 Village Square Road, North Yarmouth, Maine 04097  
**Physical Address:** 463 Walnut Hill Road, North Yarmouth, Maine 04097



Submit

# TOWN OF NORTH YARMOUTH BOARD & COMMITTEES Volunteer Form

Select the Board(s) or Committee(s) you would like to serve on:

- Board of Assessment Review
- Budget Committee
- Economic Development and Sustainability Committee
- Events Committee
- Flag Committee
- Joint Standing Committee
- Living Well in North Yarmouth
- North Yarmouth School Fund Trustee
- Parks & Recreation Committee
- Planning Board
- Prince Memorial Library Advisory Board
- Zoning Board of Appeal

Please provide the following information:

Name: Elise Kern

Email: elise.g.kern@gmail.com

Mailing Address: 13 Smithwood Drive, North Yarmouth ME 04097

Phone: 847-708-8410

- Please give a short narrative as to why you would like to be appointed to this Board(s) or Committee(s) you have selected above. I am an avid user of Prince Memorial Library, as is my whole family. I have been looking for a way to contribute to the community and this would be a welcome opportunity to do so.
- Do you have any relevant experience, training or credentials that you would like us to consider? I have no library specific experience, however I am an accomplished business professional with extensive experience overseeing projects and handling high-value financial decisions.
- Have you ever served on any boards/ committees before? If so, when and where? Yes, I was the Co-Chair of the Gresely PTO for 2 years, and am now finishing a 2-year term as Communications Co-Chair for the Gresely PTO.

Elise Kern  
Volunteer Signature

6 / 16 / 2021  
Date

Please email this form to [manager@northyarmouth.org](mailto:manager@northyarmouth.org), mail to 10 Village Square Road, North Yarmouth, ME 04097, or drop it off at the Town Office; (207)829-3705

**From:** [Elise Kern](#)  
**To:** [Draven Walker](#)  
**Cc:** [Debbie Allen Grover](#)  
**Subject:** Re: Volunteer Application  
**Date:** Tuesday, June 22, 2021 9:17:54 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)

---

Hi Draven,

I'd like to submit my interest for the Park and Rec Committee. Do I need to fill out another application?

Thanks!

-----

**Elise Godinez Kern**

On Wed, Jun 16, 2021 at 4:48 PM Draven Walker <[dwalker@northyarmouth.org](mailto:dwalker@northyarmouth.org)> wrote:

*Elise,*

***There are many committees looking for volunteers! Here is a list of open committees:***

- ***Budget Committee (usually elected but the Board may appoint)***
- ***Board of Assessment Review (meet only when required – last meeting in 2015)***
- ***Economic Development & Sustainability Committee***
- ***North Yarmouth School Fund Committee (meet once a year)***
- ***Parks and Recreation Committee***

***Let me know if your interested in any of these committees. All the charges for these committees can be found online on the Town's website. Agenda and minutes as well.***

***Respectfully,***

***Draven***

***Draven L. Walker***

***Executive Assistant to the Town Manager***



RECEIVED  
JUN 21 2021

BY: ct

### TOWN OF NORTH YARMOUTH BOARD & COMMITTEES Volunteer Form

Select the Board(s) or Committee(s) you would like to serve on:

- Board of Assessment Review
- Budget Committee
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- Events Committee
- Flag Committee
- Joint Standing Committee
- Living Well in North Yarmouth
- North Yarmouth School Fund Trustee
- Parks & Recreation Committee
- Planning Board
- Prince Memorial Library Advisory Board
- Recycling Advisory Committee
- Shellfish Conservation Commission
- Zoning Board of Appeal

Please provide the following information:

Name: William Young  
 Email: Wyoung@MAINE.VR.COM  
 Mailing Address: 67 Sweetser Rd North Yarmouth  
 Phone: 207 899 5456

- Please give a short narrative as to why you would like to be appointed to this Board(s) or Committee(s) you have selected above. I have been interested in the budget process for awhile and would like to be involved
- Do you have any relevant experience, training or credentials that you would like us to consider? I have run a family owned business that was retired after a successful run for 5 yrs. Involved in all aspects of the business
- Have you ever served on any boards/ committees before? If so, when and where? First Tree Warden, Conservation committee 2015-18, Hiram Cam 2015, Training Committee FD+EMS, Truck Purchasing Committee FD

W B Young  
Volunteer Signature

6/21/2021  
Date

Please email this form to [manager@northyarmouth.org](mailto:manager@northyarmouth.org), mail to 10 Village Square Road, North Yarmouth, ME 04097, or drop it off at the Town Office; (207)829-3705



# TOWN OF NORTH YARMOUTH BOARD & COMMITTEES Volunteer Form

Select the Board(s) or Committee(s) you would like to serve on:

- Board of Assessment Review
- Budget Committee
- Economic Development and Sustainability Committee
- Events Committee
- Flag Committee
- Joint Standing Committee
- Living Well in North Yarmouth
- North Yarmouth School Fund Trustee
- Parks & Recreation Committee
- Planning Board
- Prince Memorial Library Advisory Board
- Recycling Advisory Committee
- Shellfish Conservation Commission
- Zoning Board of Appeal

Please provide the following information:

Name: JOHN K FULTON (JAY)  
 Email: DATABASE-JAY@GMAIL.COM  
 Mailing Address: 739 New Gloucester Road, North Yarmouth, ME 04097  
 Phone: \_\_\_\_\_

- Please give a short narrative as to why you would like to be appointed to this Board(s) or Committee(s) you have selected above. I am interested in helping to review recommendations, and to develop consensus for new ones
- Do you have any relevant experience, training or credentials that you would like us to consider? Yes. Previously work on 3 committees, and a technical background from work prior to retirement.  
ACADEMIC DEGREE Bachelor of Science : E-BUSINESS 2003
- Have you ever served on any boards/ committees before? If so, when and where? in order: communications committee, Living Well and the recently completed solar committee

John K Fulton (Jm) 2018 thru 2021  
 Volunteer Signature Date 6/30/2021

Please email this form to [manager@northyarmouth.org](mailto:manager@northyarmouth.org), mail to 10 Village Square Road, North Yarmouth, ME 04097, or drop it off at the Town Office; (207)829-3705



**Town of North Yarmouth  
Request for Proposal  
Auditing Services**

The Town of North Yarmouth (the “Town”) is seeking proposals from qualified firms of certified public accountants to audit the Town’s financial statements and review the Town’s internal controls beginning with the fiscal year ending June 30, 2021.

There are no expressed or implied obligations for the Town of North Yarmouth to reimburse responding firms for any expenses incurred in preparing a response to this request.

Seven (7) copies of the proposal bids must be submitted in a sealed envelope clearly marked “**AUDITING SERVICES FOR TOWN OF NORTH YARMOUTH**” by **August 31, 2021**

Interviews with selected firm(s) by the Select Board will be scheduled following the bid opening and review of the proposals.

The Town reserves the right to accept or reject any or all proposals, to negotiate with any qualified firms, and to select one (1) of the qualified firms deemed to have submitted a proposal with the judgement of the Select Board and Budget Committee is in the best interest of the Town.

This competitive procurement is conducted under the laws and regulations of the State of Maine. Please follow all instructions or your proposal may be rejected as non-responsive.

All inquiries concerning the request for proposals should be addressed to Debbie Grover, Assistant Town Manager, (207) 829-3705 ext. 4, or via email at [townclerk@northyarmouth.org](mailto:townclerk@northyarmouth.org). All inquiries must be received no later than **August 15, 2021**.

Respectfully,

Debbie A. Grover  
Assistant Town Manager

**SECTION I**  
**PROCEDURAL REQUIREMENTS**

**1.1 GENERAL INFORMATION**

The Town of North Yarmouth (the “Town”) is a municipal corporation of the State of Maine with a population of approximately 3,800 and a tax commitment of \$578,151,000.00. The Town utilizes TRIO by Harris Local Government Software for Payroll, Accounts Payable, Budgetary Reporting, Cash Receipting, Tax Billing, and all other financial reporting that’s required during the fiscal year. The Town shares a school district, MSAD #51, with the Town of Cumberland. MSAD #51 maintains its own financial records and is not subject to this RFP. The most recent audit of the Town was completed for the fiscal year ending June 30, 2020.

*General Obligation Bonds*

The Town issued a General Obligation Bond (the “GO Bond”) in 2018 for a total sum of \$3,430,000.00 to finance the building of the Wescustogo Hall & North Yarmouth Community Center. The Continuing Disclosure Agreement of the GO Bond requires that the Treasurer submit the Town’s audit no more than 270 days after the end of each fiscal year to the Municipal Securities Board’s EMMA website. The Town requires the audit firm to present the Select Board with the annual audit in final form before December 31<sup>st</sup> of the calendar year that follows the close of the fiscal year (June 30<sup>th</sup>). A word searchable .pdf of the audit shall be provided to management.

**1.2 SCOPE OF SERVICES**

The Town is seeking an audit firm to express an opinion on the fair presentation of its general-purpose financial statements in conformity with general accounting principles and compliance with state and federal laws. This includes a thorough review through all accounts and funds maintained by Town management.

More specifically:

- A. Provide an opinion on the Town’s Financial Statements. This includes an opinion on the government-wide financial statements, fund financial statements and notes to the financial statements. The audit firm will also perform the single audit (A-133) of federal grant programs.
- B. Provide analysis and review of all Tax Increment Financing Districts for accuracy and appropriate management.
- C. Review the Management’s Discussion and Analysis document and other require supplementary information for accuracy and completeness.
- D. Assist the Town in other various areas as requested (a separate per-hour quote for additional services should be provided in your proposal)

**1.3 AUDIT DELIVERABLES**

- 1. A written report, containing an expression of opinion regarding the financial statements of the Town. The audit firm shall provide fifteen (15) copies to the Town.

2. The audit firm shall submit a management letter, which shall identify management and internal control weaknesses, if any, and proposed steps to correct them. The audit firm must provide fifteen (15) copies of the letter with the written report listed above.
3. The audit firm shall provide a list of adjusting entries and a beginning Trial Balance for those General Ledger accounts that need to be corrected with the final audit. The auditor shall be prepared to follow up and answer any questions from Town management for posting all adjusting entries.

## 1.4 **PROPOSAL SUBMISSIONS**

The proposal shall be presented in tabs as described in the paragraphs that follow. To be considered substantive, the proposal shall respond to all requirements of this part of the RFP. Any other information thought to be relevant, but not applicable to the enumerated categories, may be provided as a separately bound appendix to the proposal. The proposal should be concise and to the point. The proposal cannot exceed seventy-five (75) pages.

Proposals shall include:

- A. Management Summary – A brief summary of qualifications of the audit firm to perform a municipal audit. Provide a current listing of municipal clients with contact information.
- B. Audit Approach – How the Auditor will plan, conduct, and report on the audit; explicit expected dollar levels of materiality by fund; expected levels of materiality for the A-133 audit; and coordination with management.
- C. Qualifications and Experience of Auditors – How audit managers and individuals' auditors, who will be assigned to the Town audit, are qualified by training and experience to perform the audit. Resumes shall be included (included with Tab F). How the quality of the staff over the term of the agreement will be assured.
- D. Qualifications and Experience of Auditors with Tax Increment Financing Districts – How the audit firm is qualified to perform a review of the Tax Increment Financing Districts of the Town.
- E. Accessibility – The degree of accessibility that the audit firm will provide the Town.
- F. Resumes – Resumes of individual audit partners, managers and staff auditors expected to be assigned to the audit. Specifics such as professional certifications, college degrees, type, levels, years of experience in auditing local governments, and relevant training courses shall be provided.
- G. Fee Proposal – The audit firm must provide a fixed fee proposal for the three-year contract.

The enclosed Fee Proposal (Addendum A) form must be completed and submitted as part of the audit firm's overall proposal

## 1.5 **SUBMISSION**

The audit firm shall submit an original (so marked), signed by the audit firm's contractually binding authority, and seven (7) copies of the proposal.

A. All proposals shall be sealed with an outside label and containing a cover letter listing:

1. Proposal for the Town of North Yarmouth external audits.
2. Audit firm name and address; contact person and telephone number.

B. All proposals shall be addressed and delivered by 11:00 AM on August 31, 2021 to:

Debbie Grover  
Assistant Town Manager  
Town of North Yarmouth  
10 Village Square Road  
North Yarmouth, ME 04097

## 1.6 **CLOSING DATE**

To be considered, proposals must arrive at the Town Office on or before 11 AM on August 31, 2021. The Town will not accept proposals that are late. Audit firms mailing proposals should allow sufficient mail delivery time to ensure receipt by the due date and time.

## 1.7 **CONTRACTUAL OBLIGATIONS**

The proposal submitted by the selected audit firm shall become an attachment to the contract signed by the Town and the selected audit firm. The Town is not liable for any cost incurred by audit firm prior to the issuance of a contract.

## 1.8 **SUBSTANTIVE NATURE OF PROPOSALS**

Proposals that are not substantive may be considered non-responsive. It is not sufficient for the audit to address the proposal in general terms or in terms other than those outlined in the proposal.

## 1.9 **PROCESS**

A. Opening of Proposals – At 11 AM on August 31, 2021, the Select Board Chairperson and Assistant Town Manager shall open and list the proposals for the record. Proposals received will be available for public review at the time of opening. Responses received after the due date shall be returned unopened.

B. Evaluation – During the evaluation phase, proposals will be reviewed to determine which proposals address all the requirements of the RFP.

Proposals determined to be technically non-responsive or not as responsive as other proposals, will be eliminated. Once the qualified audit firms have been determined, they will be interviewed by the Select Board to clarify specific matters presented in the proposals and obtain additional pertinent information. The Town will use information gained from any interviews and information presented in the proposals, to rank the audit firms in accordance with criteria stated in this RFP and all information developed in the selection process.

Negotiations shall be conducted with the audit firm ranked first. If a contract cannot be negotiated with the audit firm ranked first, then negotiations may be conducted with the audit firm ranked second, and so on until a contract has been negotiated or all proposals are rejected. Final award of the Town contract shall be made by the Select Board after considering recommendations from Town Management.

## **1.10 EVALUATION CRITERIA**

The following criteria will be used when selecting a firm for further negotiations:

1. Audit Approach
2. Fee Proposal
3. Qualifications and Experience of the auditors assigned to the audit
4. Qualification and experience of the firm
5. Qualifications and experience relating to the Town's specific needs
6. Attestation of the completion time of the audit
7. Accessibility to Town administration and officials

## **SECTION II**

### **TERMS AND CONDITIONS**

#### **2.1 REJECTION OF PROPOSALS**

The Select Board reserves the right to reject any and all proposals. The Select Board reserves the right to negotiate with the selected audit firm in order to best serve the Town's needs in respect to both evaluation criteria and cost effectiveness.

#### **2.2 SUBMITTAL**

All proposals must be in the format required in this Request for Proposal. Failure to comply may be reason to declare the proposals non-responsive.

#### **2.3 POST-AWARD**

Following the selection and signing of a contract, the Town Manager will notify those audit firms whose proposals were not selected and the name of the selected audit firm. It may take up to one (1) month for the Select Board to choose an auditing firm.

#### **2.4 RETURN OF PROPOSAL**

The Town will not return any proposal submitted under this RFP.

#### **2.5 ADVERTISING CLAUSE**

It is understood and agreed that, in the event a contract is awarded for audit services included in this proposal, no indications of such audit services to the Town will be used in product literature or advertising unless with written approval from the Select Board.

#### **2.6 CANCELLATION**

Any resulting contract shall be subject to cancellation with cause by either party upon thirty (30) days written notice.

**2.7 ASSIGNMENT & SUBCONTRACTING**

Work under this proposed contract is not to be subcontracted without the prior written consent of the Select Board.

**2.8 AUDIT**

The Town reserves the right to review all the vendor's files associated with a subsequent contract where payments are based on the contractor's record of time, salaries, materials or actual expenses, on demand and without notice. The same right to review will be imposed on any subcontractor as well.

**2.9 SCHEDULE OF PROJECT**

To be considered responsive, the proposal shall include a timeline of the work to be performed in order to accomplish the required audit deadline of December 31<sup>st</sup>.

**2.10 INSURANCE**

The successful audit firm must furnish to the Select Board evidence of its professional liability insurance with limits of at least \$1,000,000 for each occurrence.

**2.11 AVAILABILITY OF FUNDS**

It is further understood and agreed between the parties to any agreement resulting from this proposal that the Town shall not be obligated to purchase to pay for services covered by this agreement unless and until they are ordered, delivered, and preformed for the Town.

**2.12 INVOICING**

The selected audit firm shall submit an annual invoice after completion of the audit due in no less than 30 days to the Town Manager with detail consistent with the final fixed cost audit contract price.

**2.13 TERM OF CONTRACT AND OPTION TO RENEW**

The term of the contract shall be for the three (3) fiscal years starting with the year ending of June 30, 2021. Upon written agreement of all parties, this contract may be extended by the Select Board for a period of one year for each renewal. The renewal shall be under the terms of the current contract and executed within ninety (90) days prior to the expiration date.

**SECTION III**

**TECHNICAL CONTRACT REQUIREMENTS**

**3.1 TOWN FURNISHED ITEMS**

- A. The audit firm will have access to all Town records as required to perform the audit.
- B. There will be reasonable working space for the auditor. Internet access, fax machine, and photocopier will be made available. Any additional reasonable accommodations may be requested from the Town Manager.
- C. Preliminary audit work can start immediately after the contract award.
- D. The Town Manager will be the primary contact and coordinator of the audit and will coordinate issues related to the preparation of the Annual Audited Financial Report.

**3.2 AUDIT**

- A. The audit firm shall conduct their examination and render their report in accordance with:
1. Generally accepted governmental auditing standards as defined by Government Auditing Standards issued by the Comptroller General of the United States and any revisions effective during the audit period.
  2. The Single Audit Act of 1984, amended in 1996, and the Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments, and Non-profit Organizations and any revisions effective during the audit period. The audit firm shall make all coordinating arrangements with the cognizant agency.
- B. The Select Board anticipates receiving unqualified opinions on the financial statements. Should the audit firm determine during the course of the audit that they cannot issue an unqualified opinion, the audit firm shall formally notify the Town Manager as soon as possible.
- C. Throughout the audit, communications of potential audit adjustments, potential management comments, potential findings and questioned costs and matters relating to audit progress shall be of a frequency and nature as specified by the Town Manager from time-to-time. Adequate and timely review by the Audit Partner and Town Manager shall occur in order to ensure the communications herein. Adequate documentation shall be maintained in the audit work papers and furnished to the Town Manager to support all such items.
- D. The audit firm's management letters shall be addressed to the Select Board and shall include all known reportable conditions, including known reportable conditions from a prior audit which have not been corrected; separately identify any reportable conditions which are also material weaknesses; and include conditions discovered by the audit firm that are not reportable conditions but the audit firm chooses to report to management.
- E. The audit firm shall immediately report all irregularities and illegal acts or indications of illegal acts to the Town Manager.
- If, in the audit firm's opinion, the irregularities or illegal acts are of sufficient significance, they shall be reported to the Select Board.
- F. During the audit, the audit firm shall report to the Town Manager on the progress of the audit. The audit firm shall meet with the Town Manager and any other necessary staff at the completion of the audit.
- G. The audit firm shall be available to provide minor or insignificant assistance to accounting inquiries of other natures throughout the contract. Fees for incidental or insignificant assistance in these regards shall be included as part of the contract cost. Non-incidental or significant assistance shall be provided for under Paragraph 3.5.
- H. The audit firm agrees that the firm and all auditors working on the audit are independent of the Town and component units included in the Town's Annual Audited Financial Report in accordance with Government Auditing Standards and shall comply with the Federal, State, and local laws and regulations in performance of this engagement. The audit firm agrees to

disclose to the Town the presence of litigation against the Town or any other local government, which could impair the audit firm's independence or ability to perform the audit.

- I. The audit firm shall file the Annual Audited Financial Report and all materials required by State law to the Office of the State Auditor within thirty (30) days after completion of the audit.
- J. The audit firm will supply the Town with one (1) unbound original and fifteen (15) bound copies of both the Annual Audited Financial Report and Management Letter.

### **3.3 PAYMENT**

The Town shall make payment (within 30 days of the invoice date) to the audit firm upon completion of the services and acceptance of the report each year.

### **3.4 ACCESS TO AUDITOR'S WORKPAPERS**

The audit firm's working papers will be available for routine review by the Town, appropriate auditors of the Federal or State Governments and retained for a period of six (6) years after final issuance of the audit reports. If the audit firm is unable to retain records for this time period, they are to be turned over to the Town.

Should the Town change audit firms, the audit firm will make the working papers available to the successor audit firm and provide usual and customary professional courtesy and responses to successor auditor inquiries without additional charge to the Town or successor audit firm.

### **3.5 ADDITIONAL WORK UNDER CONTRACT**

Additional work under this contract shall be only for audit or audit related services or assistance to Town Management such as financial reporting, accounting, and payroll related issues. Any services provided by the audit firm beyond the scope of this Request for Proposal shall be specifically determined and approved in advance by the Select Board.

Addendum A  
**FEE PROPOSAL**

\_\_\_\_\_ hereby proposes the following fixed fee for audit  
 [Auditing firm]

services in conjunction with the Town's audits for each fiscal year FY21, FY22 and FY23.

FY21	FY22	FY23	TOTAL
\$	\$	\$	\$

While not a part of the fixed fee proposal provided above, the following information is required for the Town to make an evaluation of the staffing of the engagement and estimated hours and cost per staff position

Audit Staff	FY21			FY22			FY23		
	Hours	Rate	Total	Hours	Rate	Total	Hours	Rate	Total
Partner									
Manager									
Senior Auditor									
Junior Auditor									
Other (specify)									

## Select Board - FY21 Goals

### Seniors

- Improve Senior Tax Assistant Programs

*In FY21, the Town provided 57 residents with a \$1,000.00 tax credit. No one was turned away for lack of funds. Currently, the account has \$65,000.00 available for Senior Tax Assistance.*

**STATUS: IN PROGRESS**

### Parks & Recreation

- Preserve, improve, and expand park systems with an eye on connectivity, access, and long-term management

**STATUS: IN PROGRESS**

### Development

- Encourage and support Workforce affordable housing

**STATUS: IN PROGRESS**

- Encourage and support Senior affordable housing

**STATUS: IN PROGRESS**

- Continue implementation of the Master Plan for the Village Center

**STATUS: IN PROGRESS**

- Study the impact of housing development on the town and school budgets (both in operations and capital expense). Develop a predictive model that lays out trends in future operational and capital expenses (for the town and MSAD 51). Establish a workgroup consisting of representatives of MSAD 51, Cumberland, and NY that can help make planning suggestions to the respective entities.

**STATUS: NOT STARTED**

### Public Engagement

- Improve communication with residents in making sure we are and remain top of the line.

*The Select Board voted to have all workshops of the Select Board and Planning Board to be recorded and streamed live. The Select Board also included Budget Committee Meetings and Economic Development & Sustainability Committee Meetings.*

*With COVID-19 numbers going down, the Select Board and other Board's and committees are meeting in-person at the Wescustogo Hall & North Yarmouth Community Center.*

**STATUS: COMPLETE**

- Promote our committee opportunities and recruit new community members to get involved.

*In the Living Well in North Yarmouth Committee's Recreation Survey, 124 names were collected from residents who want to help improve recreation opportunities. Furthermore, 45.4% of the respondents of the survey only lived in the town less than 10 years!*

*On the flip side, there are many opportunities open on the committees for volunteer involvement. As the Board enters FY22, those positions may be filled with the above interested residents. Time will tell.*

**STATUS: IN PROGRESS**

**Budget Process**

- Keep the mil rate at FY21's current rate

*The Town voted to include an additional \$101,568.00 to the FY22 budget. The Assessor is still working on completing the final assessments for FY22. Taxes are not expected to be committed until mid-August. However, based on the information provided to the Select Board, Budget Committee and provided at Town Meeting to residents (Budget Impact Summary), it's very likely the mil rate will be higher than the current rate of \$16.55.*

**STATUS: IN PROGRESS**

- Retain all employees of the town

*There were no reported layoffs or needed cuts.*

**STATUS: COMPLETE**

- Keep all expenses at a minimum and add more funds to the undesignated fund balance

*As reported in the Town Manager's Expense Reports, Department Heads worked hard to keep expenses low for FY21. The work paid off. As of May 2021, every department was under or at their FY20 reported expenses. See Expense Report for May attached.*

**STATUS: COMPLETE**

July 6, 2021

**Agenda - Section VII. Accounts Payable**

Item(s):

- *Move to approve accounts payable warrants 54, 55, 56, 57 & 58 in the amount of \$ 145,180.52, as presented for FY21. Second, discussion and vote follow.*