

**Board of Selectpersons  
Tuesday, July 6, 2021  
7:00 PM – IN PERSON HYBRID ZOOM**

**CALL TO ORDER**

**MINUTES**

May 18, 2021 (p.2)

**APPOINTMENTS & RESIGNATIONS**

Stephanie Floyd – Resignation to the Planning Board (p.4)

Martha Littlefield – Resignation to the Scholarship Committee (p.5)

Jon Gilson – Move from Alternate to Planning Board to a Member (p.6)

**RECOGNITION OF VISITORS - ITEMS NOT ON THE AGENDA**

**REPORTS**

Manager Reports (p.7)

Financial Reports (p.9)

**COMMUNICATIONS**

MOU – Fire Rescue Union Contract (p.22)

RSMS – Road Data from PW (p.23)

Marijuana Lottery (p.25)

ARPA Guidance & Responses (p.26)

**OLD BUSINESS**

Charitable Requests – How to Manage (p.31)

**NEW BUSINESS**

Town Manager's Review – Set date

CDBG Auburn Housing – Set Public Hearing Date (p.33)

**PAYABLES** (p.77)

**ANY OTHER BUSINESS**

**CALENDAR**

**ADJOURNMENT**

**[SELECTPERSONS ACTIVE LIST](#)**

*[Spectrum Franchise Agreement – Pending resolution of cable TV litigation](#)*

**[OPEN COMMITTEE/BOARD SEATS](#)**

*[Board of Appeals – 1 vacancy & 2 alternate vacancies](#)*

*[Planning Board – 1 alternate vacancy](#)*

*[Conservation Commission – 1 vacancy](#)*

*[CEDC – 1 alternate vacancy](#)*

*[Budget Committee – 1 vacancy](#)*

*\*Remember if you have not yet been sworn in and taken your oath you cannot be part of the voting body.*

**POLAND BOARD OF SELECTPERSONS  
MINUTES OF MEETING – ZOOM MEETING  
May 18, 2021**

**CALL TO ORDER**– Chairperson Robinson called the meeting to order at 7:00 PM with Selectperson Jane Pentheny, Stanley Tetenman, and Nathan McNally. Mary-Beth Taylor was absent with notification.

**MINUTES** – None

**APPOINTMENTS** – Selectperson Tetenman moved to appoint Jessica Wilson to the Community & Economic Development Committee with a term to expire June 30, 2024. Selectperson Pentheny seconded the motion. Discussion: None

Vote by roll call: 4-yes 0-no

Selectperson Tetenman moved to appoint Jon Gilson to the Planning Board as an alternate with a term to expire June 30, 2024. Selectperson McNally seconded the motion. Discussion: None

Vote by roll call: 4-yes 0-no

Selectperson Pentheny moved to table the appointment of Chrissy Kimball. Selectperson Tetenman seconded the motion. Discussion: Applicant was unable to attend the meeting.

Vote by roll call: 4-yes 0-no

**RECOGNITION OF VISITORS** – None

**REPORTS**

Town Manager Report

Financial Reports – Selectperson Pentheny moved to approve the financial reports as presented. Selectperson McNally seconded the motion. Discussion: Consensus of the Board to make available accounting for any grant funding we have received so far this fiscal year.

Vote by roll call: 4-yes 0-no

Department Reports

**COMMUNICATIONS** - None

**OLD BUSINESS** – None

**NEW BUSINESS** – Heart of Poland Easement Amendment – Selectperson Tetenman moved to approve the Heart of Poland Easement expansion Amendment as presented. Selectperson McNally seconded the motion. Discussion: Town Manager Matt Garside expressed this may have to go to Town Meeting to be approved and he would check on it before the next meeting.

Vote by roll call: 4-yes 0-no

Sadie Jackson Lot Sale Bid Results – Selectperson Tetenman moved to accept the bid from Brandon and Mishayla Leclerc in the amount of \$101,000 for the sale of the Sadie Jackson lot. Selectperson McNally seconded the motion. Discussion: None

Vote by roll call: 4-yes 0-no

Audit Review – Christina Howe from RHR Smith was present for review of the FY20 Audit.

Downtown Standards Review Contract – Selectperson Tetenman moved to approve the Downtown Standards Review contract with Sebago Technics with an amount not to exceed \$9,600 as recommended by the CEDC. Selectperson Pentheny seconded the motion. Discussion: None  
Vote by roll call: 4-yes 0-no

**PAYABLES** – Motion by Selectperson Tetenman to approve the bills payable in the amount of \$863,586.75. Selectperson Pentheny seconded the motion. Discussion: None  
Vote by roll call: 4-yes 0-no

**ANY OTHER BUSINESS** – Letter to the Governor about RSU subsidy – Deputy Town Manager Nikki Pratt briefed the Board that Joe Marro, Senior Policy Advisor, from Mills office called and confirmed they had received the letter relating to the loss of subsidy that RSU 16 is receiving due to the funding formula. He assured me that Governor Mills has it in the her budget to give the RSU districts 55% percent funding this year and next which would come very close to what we had for a subsidy before.

**ADJOURN** – Selectperson Pentheny moved to adjourn. Selectperson McNally seconded the motion. Discussion: None  
Vote by roll call: 4-yes 0-no

Recorded by: Nikki M. Pratt

Board of Selectpersons

\_\_\_\_\_  
Stephen Robinson, Chairperson

\_\_\_\_\_  
Jane Pentheny, Vice-Chairperson

\_\_\_\_\_  
Nathan McNally

*Not Present* \_\_\_\_\_  
Mary-Beth Taylor

\_\_\_\_\_  
Stanley Tetenman

## Nikki Pratt

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**From:** Nikki Pratt  
**Sent:** Monday, July 05, 2021 7:23 AM  
**To:** Nikki Pratt  
**Subject:** FW: Agenda for June 22, 2021 PB meeting

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**From:** Stephanie Floyd <[stephfloyd@msn.com](mailto:stephfloyd@msn.com)>  
**Sent:** Tuesday, June 22, 2021 12:10 PM  
**To:** Sarah Merrill <[planningadmin@polandtownoffice.org](mailto:planningadmin@polandtownoffice.org)>; Scott Neal <[sneal@polandtownoffice.org](mailto:sneal@polandtownoffice.org)>  
**Subject:** Re: Agenda for June 22, 2021 PB meeting

Hi Sarah and Scott,

I wanted to let you know that I will be resigning from the Planning board at the end of this month. I have decided to take a break. I will be at tonight's meeting.

Thank you, for all your help over the past 3 years.

Sincerely,

*Stephanie J. Floyd*

**From:** [Martha Littlefield](#)  
**To:** [Nikki Pratt](#)  
**Subject:** Service on the Poland Scholarship Fund Board  
**Date:** Monday, June 14, 2021 2:59:47 PM

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Nikki,

I am writing to notify the Town that I have decided to step down from the Poland Scholarship Fund Board, effective June 30, 2021.

Please advise me if my notification needs to be in a form other than this communication to you.

Regards,

Martha Littlefield

## Nikki Pratt

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**From:** Nikki Pratt  
**Sent:** Monday, July 05, 2021 7:22 AM  
**To:** Nikki Pratt  
**Subject:** FW: Planning Board

**From:** Jon Gilson <[jonathan.gilson@yahoo.com](mailto:jonathan.gilson@yahoo.com)>  
**Sent:** Wednesday, June 23, 2021 7:32 AM  
**To:** Sarah Merrill <[planningadmin@polandtownoffice.org](mailto:planningadmin@polandtownoffice.org)>  
**Subject:** Planning Board

Good Morning,

I would like to be considered for the open seat for the planning board. Switch from alternate to full time.

Thanks,

Jon

## Town Manager Report 6 July

- At the last Select Board meeting I was asked several questions.
  - Will we have 24/7 police coverage as of July 1<sup>st</sup>? The Chief Deputy reports that “we have given conditional offers to two applicants. Although they will not be ready to go July 1st we as an agency will be prepared to provide 24/7 coverage effective July 1<sup>st</sup>.”
  - Would the Library expansion be eligible for ARP funding? Yes. We can use ARP funding to pay for government services up to the amount of lost revenue – which is higher than our allotted ARP funding.
    - The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. Government services can include, but are not limited to, maintenance of infrastructure or **pay-go spending for building new infrastructure**, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services. Source: U.S. Treasury ARPA FAQ (June 8, 2021)
  - Androscoggin County use of ARP funds. The County Administrator reports “The meeting [with Auburn and Lewiston] was just a starting point to help determine if there were any regional projects that we could work together on for long term benefit for all. There were no decisions or commitments. The plan is to have more meetings, and to include all of the towns in the County (and perhaps some in Oxford). As far as the County itself, we will use part of the funds for:
    - New Accounting software
    - HVAC System for Courthouse and Jail
    - Employee Covid pay
    - Body Scanner for Jail
    - Space Needs Analysis (Public Safety)
    - New Website
- Ms. Kyah Brown recently won the title of Miss Teen Maine 2021. She is a Poland resident and will be a junior this year at Poland Regional High School. She is also volunteering at the Good Shepherd Food Bank.
- Attended Comprehensive Plan Committee meeting. Meeting included public input session.
- Signed the purchase and sale agreement and expect to close on the Sadie Jackson property shortly.

- Attended CEDC sponsored Business After Hours event.
- Attended L/A Chamber Annual Awards event.
- Met with new Casco Town Manager.
- Public Works road repairs.
  - Johnson Hill Road work started June 23<sup>rd</sup>.
  - Maple Lane and Elm St Extension paved.
  - Hackett Mills Road work to start late July/early August.
- Attended two MMA sponsored events on ARP funding.
  - Discussed pooling funds among municipalities and county. No one expressed interest in giving up funds to pursue a regional project.
  - Reviewed reporting requirements.



**TOWN OF POLAND,  
MAINE**

# Memo

**To:** Matt Garside, Town Manager  
**From:** Debbie Fitzpatrick, Finance Director  
**Date:** July 2, 2021  
**Re:** Financial Statements for FY 2021

With fiscal 2021 completed, revenues and expenditures are approximately 100.00% collected or spent, respectively.

**Selected Financial Data:**

Fire Rescue Total Wages – Percent Expended – **98.53%**. Per Diem staffing constraints continue to push overtime wages higher, but total wages have been contained within budget limits overall. However, additional year-end wage adjustments are forthcoming. FEMA grant reimbursements in both straight and over-time hours have assisted in these results.

Taxes	Commitment	Collected YTD	% Collected YTD
Real Estate	\$9,749,435.95	\$9,351,886.78	95.92%
Personal Property	1,255,081.33	1,251,470.03	99.71%
Total	\$11,004,517.28	\$10,603,356.81	96.35%

Ambulance Fees	Runs Charged, Net of Contractual Obligations, Plus Adjustments YTD	Collected, Less Refunds YTD
Poland	\$235,829.06	\$207,871.65
Mechanic Falls	82,454.77	59,398.36
Total	\$318,283.83	\$267,270.01

Real estate and personal property tax collections continue to outpace the previous year, totaling 96.35% year-to-date for fiscal 2021 versus 95.41% collected for the same period in fiscal 2020, but are slightly behind pre-pandemic levels, when compared to fiscal 2019. Likewise, ambulance collections for fiscal 2021 are ahead compared to the same period in fiscal 2020.

General fund revenues continued at over-budget levels, coming in at 101.27% collected. This result is primarily due to greater than anticipated annual State revenue sharing, motor vehicle excise tax and ambulance run charges. State revenue sharing and motor vehicle excise tax excesses can be primarily attributed to the reduction taken in the budget due to unknowns around the pandemic. Most all fees for service including code enforcement fees, motor vehicle agent fees, tax penalty interest, and investment interest continued at above expected levels. In addition, electrical permit fees, cable TV franchise distribution, state park revenue distribution, and local road assistance from the State have contributed to the positive results. As noted above, fiscal 2021 budget expectations for revenue sharing, motor vehicle excise, and other revenues were lowered from original levels due to fiscal unknowns around COVID-19. However, Maine's economy continues to move toward recovery from the economic impact of the pandemic as evidenced by this favorable revenue outcome.

General fund expenditures have remained below budget at 97.23% expended. Several summary expense categories such as animal control, fire hydrants and municipal insurance remained ahead of budget, although minimally. Most departmental budgets were managed well within budgeted guidelines due in part to various legislative initiatives at the federal level that have worked to partially mitigate the cost effects of the pandemic. However, expenditures will continue to increase as final June 2021 invoices are paid and accounting adjustments are made. Also, as a reminder, miscellaneous transfers include a fiscal 2021 tree growth penalty of \$5,297.73 which has been transferred to the conservation reserve to fund future land purchases. Please refer to the Bi-weekly Expense Report in the Board packet for specific line-item details.

TIF expenditures completed the year below budget, at 94.65% expended overall. However, semi-annual debt service payments and quarterly hydrant payments remained over budget. Over budget debt Service in PSB TIF 2 was due to the underfunded federal interest subsidy of 5.9% on the Town's Recovery Zone Economic Development Bonds (RZEDBs) used for water and sewer lines in 2010. Under budget results may narrow as final June 2021 invoices are paid and accounting adjustments are made.

The loosening of pandemic restrictions has benefited recreation programming along with fall program registration as evidenced by all program revenues outpacing expenditures for the fiscal year. Please refer to the Recreation Report in the Board packet for detailed program revenue and expense.

Ricker Memorial Library revenues came in below budgeted levels at 98.47% collected, primarily due to lower than anticipated donations. However, book sales, overdues, and inter library loans remained ahead of budgeted levels for the year. Expenditures continued to run below budgeted levels overall at 94.98% expended. However, some expenditures - certain utilities, maintenance and repairs, postage, office equipment/fees, and audio books are modestly ahead of budget. Health insurance expense also continued to climb above budget due to a change in employee health plan election beginning January 2021. Yet, these cost overruns did not negatively impacted results overall. As in other departments, under budget results may shrink as final June 2021 invoices are paid and accounting adjustments are made. Please refer to the Fund 70, Bi-weekly Expense Report in the Board packet for line-item details.

**BI-WEEKLY REVENUE REPORT**

Fund: 10  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>100 - REVENUES FUND 10</b>	<b>14,401,975.77</b>	<b>253,649.61</b>	<b>14,585,598.25</b>	<b>-183,622.48</b>	<b>101.27</b>
4020 - CASH REPORTING SHORT-OVER	0.00	13.50	32.73	-32.73	----
4060 - CABLE TV FRANCHISE DISTRI	59,500.00	0.00	66,323.44	-6,823.44	111.47
4070 - URBAN RURAL INITIATIVE (LRAP)	64,800.00	0.00	69,792.00	-4,992.00	107.70
4100 - STATE PARK DISTRIBUTIONS	11,700.00	0.00	14,551.38	-2,851.38	124.37
4110 - STATE REVENUE DISTRIBUTIO	350,000.00	65,337.49	494,375.64	-144,375.64	141.25
4120 - STATE TREE GROWTH FEE DIS	11,700.00	0.00	11,136.68	563.32	95.19
4130 - BOAT EXCISE	12,500.00	3,670.60	15,818.37	-3,318.37	126.55
4140 - MOTOR VEHICLE EXCISE	1,250,000.00	140,824.85	1,507,281.51	-257,281.51	120.58
4150 - AMBULANCE SERVICE FEES	180,000.00	16,373.82	219,892.06	-39,892.06	122.16
4151 - AMBULANCE MECHANIC FALLS	70,000.00	8,247.53	78,846.77	-8,846.77	112.64
4155 - FIRE COPY REVENUE	0.00	0.00	79.95	-79.95	----
4160 - ANIMAL LICENSE FEES & FIN	2,750.00	252.00	2,033.00	717.00	73.93
4170 - BUSINESS REGISTRATION FEE	1,000.00	10.00	1,010.00	-10.00	101.00
4175 - FEES CLERK	0.00	0.00	730.00	-730.00	----
4180 - CODE ENFORCEMENT FEES	45,000.00	2,475.57	62,659.54	-17,659.54	139.24
4182 - CODE ENFORCEMENT VIOLATIONS	0.00	0.00	100.00	-100.00	----
4183 - MARIJUANA LICENSING FEES	5,000.00	0.00	5,500.00	-500.00	110.00
4190 - CUSTOMER SERVICE FEES	800.00	119.50	878.98	-78.98	109.87
4200 - ELECTRICAL PERMIT FEES	2,500.00	279.65	8,411.24	-5,911.24	336.45
4210 - INLAND FISHERIES AGENT FE	2,000.00	307.00	2,087.50	-87.50	104.38
4220 - LIEN FEES	10,000.00	232.75	8,037.19	1,962.81	80.37
4230 - MOTOR VEHICLE FEES	18,900.00	3,586.00	32,028.00	-13,128.00	169.46
4240 - PLUMBING PERMIT FEES	9,500.00	645.00	10,975.00	-1,475.00	115.53
4245 - FIRE PERMIT FEES	0.00	0.00	139.00	-139.00	----
4250 - RETURN CHECK FEES	0.00	0.00	102.00	-102.00	----
4260 - SNOWMOBILE REGISTRATION F	2,500.00	0.00	2,667.86	-167.86	106.71
4270 - SOLID WASTE SERVICE FEES	17,500.00	3,179.50	20,287.25	-2,787.25	115.93
4280 - TOWN BUILDINGS RENTAL FEES	500.00	125.00	125.00	375.00	25.00
4285 - NON RESIDENT RECREATION FEES	500.00	0.00	315.00	185.00	63.00
4290 - VITAL STATISTICS	4,500.00	619.40	4,680.60	-180.60	104.01
4295 - NON RESIDENT BEACH PERMITS	0.00	205.00	205.00	-205.00	----
4300 - RSU16 Garage Bay Maintenance	5,306.00	0.00	5,306.84	-0.84	100.02
4310 - GENERAL ASSIST REIMBURSEM	5,000.00	0.00	0.00	5,000.00	0.00
4320 - HOMESTEAD REIMBURSEMENT	404,849.36	0.00	317,529.00	87,320.36	78.43
4330 - VETERANS EXEMPT REIMBURSE	3,750.00	0.00	0.00	3,750.00	0.00
4340 - SOLID WASTE REVENUES	6,000.00	1,498.43	7,014.16	-1,014.16	116.90
4370 - TAX COMMITMENT REVENUE	10,998,194.96	0.00	11,004,572.71	-6,377.75	100.06
4390 - TAX PENALTY INTEREST	17,250.00	1,986.38	29,349.73	-12,099.73	170.14
4460 - USE OF UNDESIGNATED FB	265,000.00	0.00	0.00	265,000.00	0.00
4500 - MISCELLANEOUS REVENUES	0.00	117.89	1,942.50	-1,942.50	----
4510 - INVESTMENT INTEREST	20,000.00	3,542.75	35,259.62	-15,259.62	176.30
4540 - BETE REIMBURSEMENT	543,475.45	0.00	543,521.00	-45.55	100.01
<b>Final Totals</b>	<b>14,401,975.77</b>	<b>253,649.61</b>	<b>14,585,598.25</b>	<b>-183,622.48</b>	<b>101.27</b>

### BI-WEEKLY EXPENSE REPORT

Fund: 10  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
110 - ADMINISTRATI	645,681.00	33,911.05	573,920.53	71,760.47	88.89
01 - ADMIN	472,582.00	20,254.35	420,034.53	52,547.47	88.88
05 - CONTRACTED	101,918.00	6,098.47	88,614.19	13,303.81	86.95
06 - BLDGS & GRND	58,021.00	6,524.32	52,236.09	5,784.91	90.03
07 - CABLE TV	13,160.00	1,033.91	13,035.72	124.28	99.06
120 - COMM SERVCS	321,099.00	20,654.02	294,504.26	26,594.74	91.72
01 - PLANNING&DEV	108,830.00	11,436.27	96,950.72	11,879.28	89.08
02 - RECREATION	79,817.00	7,501.31	79,132.01	684.99	99.14
03 - HEALTH OFFCR	1,625.00	110.42	1,325.04	299.96	81.54
04 - BEACH MAINT	5,538.00	585.00	919.64	4,618.36	16.61
05 - CONSERVATION	10,000.00	0.00	10,000.00	0.00	100.00
06 - GENL ASSIST	10,000.00	0.00	1,075.00	8,925.00	10.75
08 - SOC SERVC AG	4,000.00	0.00	4,000.00	0.00	100.00
09 - RICKER LIB	93,789.00	0.00	93,789.00	0.00	100.00
10 - BALL FIELD M	7,500.00	1,021.02	7,312.85	187.15	97.50
130 - PUB WORKS	871,380.00	87,773.24	776,923.37	94,456.63	89.16
01 - PUBLIC WORKS	598,362.00	66,527.72	529,434.07	68,927.93	88.48
02 - SOLID WASTE	273,018.00	21,245.52	247,489.30	25,528.70	90.65
140 - PUB SAFETY	1,218,816.00	61,428.21	1,156,368.03	62,447.97	94.88
01 - FIRE RESCUE	842,706.00	58,072.71	791,541.01	51,164.99	93.93
02 - LAW ENFORCEM	283,495.00	46.77	275,915.52	7,579.48	97.33
03 - DISPATCHING	45,315.00	130.21	45,220.71	94.29	99.79
04 - ANIMAL CTRL	10,000.00	375.00	10,225.94	-225.94	102.26
05 - STREET LIGHT	15,400.00	980.60	11,532.50	3,867.50	74.89
06 - FIREHYDRANTS	16,900.00	1,406.25	16,932.31	-32.31	100.19
07 - EMER MANGMT	5,000.00	416.67	5,000.04	-0.04	100.00
150 - FINAN SERVCS	10,293,957.00	669,316.35	10,272,779.44	21,177.56	99.79
02 - DEBT	207,911.00	0.00	207,909.79	1.21	100.00
03 - MUN INSURANC	51,000.00	1,000.00	52,893.60	-1,893.60	103.71
04 - EE BENEFITS	722,757.00	39,749.18	699,687.01	23,069.99	96.81
06 - CIP	248,825.00	0.00	248,825.00	0.00	100.00
07 - RSU 16	7,542,806.00	628,567.17	7,542,806.04	-0.04	100.00
10 - TIF TO PS 1	721,282.00	0.00	721,282.00	0.00	100.00
11 - TIF TO VILLA	121,342.00	0.00	121,342.00	0.00	100.00
12 - TIF TO PS 2	678,034.00	0.00	678,034.00	0.00	100.00
155 - MISC.	0.00	0.00	5,297.73	-5,297.73	----
50 - TRANSFERS	0.00	0.00	5,297.73	-5,297.73	----
160 - COUNTY TAX	912,375.00	0.00	912,375.00	0.00	100.00
01 - COUNTY TAX	912,375.00	0.00	912,375.00	0.00	100.00
170 - OVERLAY	138,667.77	2,320.00	10,446.98	128,220.79	7.53
01 - ABATEMENTS	138,667.77	2,320.00	10,446.98	128,220.79	7.53
Final Totals	14,401,975.77	875,402.87	14,002,615.34	399,360.43	97.23

**BI-WEEKLY EXPENSE REPORT**

Fund: 10  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>110 - ADMINISTRATI</b>	<b>645,681.00</b>	<b>33,911.05</b>	<b>573,920.53</b>	<b>71,760.47</b>	<b>88.89</b>
<b>01 - ADMIN</b>	<b>472,582.00</b>	<b>20,254.35</b>	<b>420,034.53</b>	<b>52,547.47</b>	<b>88.88</b>
5100 - FT WAGES	331,212.00	12,516.70	318,658.32	12,553.68	96.21
5110 - OTHER WAGES	13,672.00	1,360.60	10,026.97	3,645.03	73.34
5120 - OT WAGES	1,000.00	65.85	1,034.83	-34.83	103.48
5130 - ALLOWANCE	5,575.00	553.17	5,367.52	207.48	96.28
5140 - TRAINING	2,625.00	65.00	1,206.40	1,418.60	45.96
5200 - ELECTRICITY	10,750.00	647.07	8,400.45	2,349.55	78.14
5205 - PHONE	4,680.00	543.56	4,871.66	-191.66	104.10
5215 - INTERNET	1,700.00	134.98	1,438.67	261.33	84.63
5220 - HEAT	19,400.00	470.53	10,372.00	9,028.00	53.46
5225 - WATER	2,000.00	133.76	1,729.64	270.36	86.48
5235 - POSTAGE	11,580.00	379.95	8,081.26	3,498.74	69.79
5320 - REG OF DEEDS	7,500.00	201.00	5,376.00	2,124.00	71.68
5330 - DUES/SUBSCR	18,415.00	0.00	17,584.12	830.88	95.49
5335 - ADVERTISING	1,350.00	0.00	492.37	857.63	36.47
5340 - PRINTING	7,205.00	696.02	2,591.68	4,613.32	35.97
5345 - BANK FEES	200.00	0.00	0.00	200.00	0.00
5350 - PROF SERVICE	1,450.00	0.00	1,333.93	116.07	92.00
5360 - SPECIAL EVEN	3,500.00	71.05	642.85	2,857.15	18.37
5400 - OFFICE SUPP	10,000.00	1,663.40	11,718.65	-1,718.65	117.19
5415 - ELECTION SUP	18,768.00	751.71	9,107.21	9,660.79	48.53
<b>05 - CONTRACTED</b>	<b>101,918.00</b>	<b>6,098.47</b>	<b>88,614.19</b>	<b>13,303.81</b>	<b>86.95</b>
5160 - ASSESS AGENT	35,000.00	2,500.00	33,491.21	1,508.79	95.69
5245 - OFF EQP/FEES	42,168.00	2,303.80	33,896.33	8,271.67	80.38
5305 - AUDIT	14,750.00	0.00	14,750.00	0.00	100.00
5315 - LEGAL	10,000.00	1,294.67	6,476.65	3,523.35	64.77
<b>06 - BLDGS &amp; GRND</b>	<b>58,021.00</b>	<b>6,524.32</b>	<b>52,236.09</b>	<b>5,784.91</b>	<b>90.03</b>
5100 - FT WAGES	33,414.00	2,943.30	27,254.58	6,159.42	81.57
5120 - OT WAGES	1,500.00	0.00	0.00	1,500.00	0.00
5130 - ALLOWANCE	1,350.00	0.00	768.29	581.71	56.91
5420 - GRNDS SUPP	21,757.00	3,581.02	24,213.22	-2,456.22	111.29
<b>07 - CABLE TV</b>	<b>13,160.00</b>	<b>1,033.91</b>	<b>13,035.72</b>	<b>124.28</b>	<b>99.06</b>
5110 - OTHER WAGES	8,725.00	716.27	8,724.24	0.76	99.99
5245 - OFF EQP/FEES	1,000.00	11.98	49.96	950.04	5.00
5350 - PROF SERVICE	3,300.00	250.00	4,175.00	-875.00	126.52
5400 - OFFICE SUPP	135.00	55.66	86.52	48.48	64.09
<b>120 - COMM SVCS</b>	<b>321,099.00</b>	<b>20,654.02</b>	<b>294,504.26</b>	<b>26,594.74</b>	<b>91.72</b>
<b>01 - PLANNING&amp;DEV</b>	<b>108,830.00</b>	<b>11,436.27</b>	<b>96,950.72</b>	<b>11,879.28</b>	<b>89.08</b>
5100 - FT WAGES	85,230.00	8,559.65	83,408.93	1,821.07	97.86
5110 - OTHER WAGES	3,000.00	0.00	0.00	3,000.00	0.00
5130 - ALLOWANCE	5,000.00	0.00	1,926.19	3,073.81	38.52
5140 - TRAINING	1,000.00	0.00	451.00	549.00	45.10
5205 - PHONE	200.00	20.62	123.43	76.57	61.72
5245 - OFF EQP/FEES	6,600.00	2,856.00	9,456.00	-2,856.00	143.27
5325 - PLANNING	6,500.00	0.00	1,278.50	5,221.50	19.67
5330 - DUES/SUBSCR	1,300.00	0.00	306.67	993.33	23.59
<b>02 - RECREATION</b>	<b>79,817.00</b>	<b>7,501.31</b>	<b>79,132.01</b>	<b>684.99</b>	<b>99.14</b>
5100 - FT WAGES	64,012.00	6,004.00	63,526.61	485.39	99.24
5110 - OTHER WAGES	15,805.00	1,497.31	15,605.40	199.60	98.74
<b>03 - HEALTH OFFCR</b>	<b>1,625.00</b>	<b>110.42</b>	<b>1,325.04</b>	<b>299.96</b>	<b>81.54</b>
5110 - OTHER WAGES	1,325.00	110.42	1,325.04	-0.04	100.00

**BI-WEEKLY EXPENSE REPORT**

Fund: 10  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>120 - COMM SERVCS CONT'D</b>					
5130 - ALLOWANCE	300.00	0.00	0.00	300.00	0.00
<b>04 - BEACH MAINT</b>	<b>5,538.00</b>	<b>585.00</b>	<b>919.64</b>	<b>4,618.36</b>	<b>16.61</b>
5110 - OTHER WAGES	4,238.00	325.00	-287.50	4,525.50	-6.78
5210 - MAIN-REPAIRS	1,300.00	260.00	1,207.14	92.86	92.86
<b>05 - CONSERVATION</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>100.00</b>
5312 - PCC	5,000.00	0.00	5,000.00	0.00	100.00
5313 - CONS DAM REP	5,000.00	0.00	5,000.00	0.00	100.00
<b>06 - GENL ASSIST</b>	<b>10,000.00</b>	<b>0.00</b>	<b>1,075.00</b>	<b>8,925.00</b>	<b>10.75</b>
5350 - PROF SERVICE	10,000.00	0.00	1,075.00	8,925.00	10.75
<b>08 - SOC SERVC AG</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>100.00</b>
5530 - RED CROSS	1,000.00	0.00	1,000.00	0.00	100.00
5535 - COM CONCEPTS	3,000.00	0.00	3,000.00	0.00	100.00
<b>09 - RICKER LIB</b>	<b>93,789.00</b>	<b>0.00</b>	<b>93,789.00</b>	<b>0.00</b>	<b>100.00</b>
5350 - PROF SERVICE	93,789.00	0.00	93,789.00	0.00	100.00
<b>10 - BALL FIELD M</b>	<b>7,500.00</b>	<b>1,021.02</b>	<b>7,312.85</b>	<b>187.15</b>	<b>97.50</b>
5210 - MAIN-REPAIRS	7,500.00	1,021.02	7,312.85	187.15	97.50
<b>130 - PUB WORKS</b>	<b>871,380.00</b>	<b>87,773.24</b>	<b>776,923.37</b>	<b>94,456.63</b>	<b>89.16</b>
<b>01 - PUBLIC WORKS</b>	<b>598,362.00</b>	<b>66,527.72</b>	<b>529,434.07</b>	<b>68,927.93</b>	<b>88.48</b>
5100 - FT WAGES	270,420.00	26,219.11	275,099.59	-4,679.59	101.73
5110 - OTHER WAGES	20,898.00	3,528.06	9,095.44	11,802.56	43.52
5120 - OT WAGES	689.00	0.00	288.47	400.53	41.87
5130 - ALLOWANCE	850.00	40.00	902.00	-52.00	106.12
5140 - TRAINING	750.00	0.00	70.00	680.00	9.33
5200 - ELECTRICITY	6,650.00	239.45	3,881.09	2,768.91	58.36
5205 - PHONE	500.00	42.49	506.54	-6.54	101.31
5210 - MAIN-REPAIRS	10,000.00	484.61	6,671.52	3,328.48	66.72
5215 - INTERNET	1,050.00	89.95	899.45	150.55	85.66
5220 - HEAT	8,216.00	0.00	1,508.17	6,707.83	18.36
5225 - WATER	400.00	38.69	482.98	-82.98	120.75
5230 - VEHICLES	22,825.00	822.79	23,845.63	-1,020.63	104.47
5240 - GAS/DIESEL	22,263.00	0.00	7,732.81	14,530.19	34.73
5350 - PROF SERVICE	750.00	0.00	500.00	250.00	66.67
5365 - PHYS/DRUG SC	1,500.00	0.00	512.00	988.00	34.13
5375 - RENTAL EQUIP	10,900.00	1,654.00	12,358.13	-1,458.13	113.38
5380 - CATCHBS CLN	4,500.00	0.00	4,125.00	375.00	91.67
5390 - TREE CUTTING	2,500.00	0.00	1,800.00	700.00	72.00
5435 - PROT CLOTHIN	2,250.00	139.99	2,575.61	-325.61	114.47
5445 - CULVERTS	8,000.00	7,178.80	7,982.08	17.92	99.78
5450 - EROSION MAT	6,000.00	4,316.90	6,011.82	-11.82	100.20
5452 - ROAD STRIPIN	9,500.00	8,657.76	8,657.76	842.24	91.13
5455 - GRAVEL	15,000.00	6,509.27	21,529.29	-6,529.29	143.53
5460 - SURF PATCH	9,000.00	350.41	8,785.04	214.96	97.61
5475 - SIGNS	3,500.00	1,228.11	2,586.25	913.75	73.89
5480 - TOOLS/PARTS	2,800.00	2,350.00	4,191.17	-1,391.17	149.68
5485 - WELDING SUP	300.00	0.00	263.01	36.99	87.67
6110 - OTHR WGE SNO	2,520.00	0.00	0.00	2,520.00	0.00
6120 - OT WAGE SNOW	21,612.00	689.94	7,308.24	14,303.76	33.82
6230 - VEHICLES SNO	21,175.00	0.00	21,729.66	-554.66	102.62
6240 - GAS/DSL SNOW	27,297.00	0.00	15,664.87	11,632.13	57.39
6375 - RENT EQ SNOW	1,800.00	1,796.90	1,796.90	3.10	99.83
6450 - EROS MAT SNO	600.00	0.00	526.28	73.72	87.71

**BI-WEEKLY EXPENSE REPORT**

Fund: 10  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>130 - PUB WORKS CONT'D</b>					
6455 - GRAVEL SNOW	1,800.00	0.00	1,800.00	0.00	100.00
6460 - SURF PAT SNO	1,000.00	0.00	1,000.00	0.00	100.00
6465 - SALT SNO&ICE	59,287.00	0.00	59,219.99	67.01	99.89
6467 - SAND SNO&ICE	7,500.00	0.00	0.00	7,500.00	0.00
6470 - CUT EDGE SNO	10,000.00	0.00	5,903.96	4,096.04	59.04
6475 - SIGNS SNO&IC	660.00	0.00	624.95	35.05	94.69
6480 - TLS/PART SNO	700.00	0.00	559.95	140.05	79.99
6485 - WELD SUP SNO	400.00	150.49	438.42	-38.42	109.61
<b>02 - SOLID WASTE</b>	<b>273,018.00</b>	<b>21,245.52</b>	<b>247,489.30</b>	<b>25,528.70</b>	<b>90.65</b>
5100 - FT WAGES	71,764.00	6,732.00	68,988.64	2,775.36	96.13
5110 - OTHER WAGES	30,573.00	2,481.64	24,762.28	5,810.72	80.99
5120 - OT WAGES	150.00	0.00	0.00	150.00	0.00
5130 - ALLOWANCE	1,135.00	40.00	480.00	655.00	42.29
5140 - TRAINING	150.00	0.00	70.00	80.00	46.67
5200 - ELECTRICITY	4,375.00	213.22	3,643.96	731.04	83.29
5205 - PHONE	580.00	49.02	574.40	5.60	99.03
5210 - MAIN-REPAIRS	2,500.00	120.79	1,319.40	1,180.60	52.78
5220 - HEAT	550.00	0.00	358.50	191.50	65.18
5230 - VEHICLES	2,000.00	0.00	974.86	1,025.14	48.74
5240 - GAS/DIESEL	3,407.00	0.00	1,985.93	1,421.07	58.29
5270 - MSW TIPPING	90,257.00	9,318.33	93,028.75	-2,771.75	103.07
5275 - RECY & PULL	41,670.00	2,147.83	32,565.14	9,104.86	78.15
5280 - TIRE DISPOS	2,088.00	0.00	907.47	1,180.53	43.46
5285 - BULK & GRIND	15,000.00	0.00	14,522.85	477.15	96.82
5290 - HHW DISP	3,420.00	62.89	1,157.02	2,262.98	33.83
5330 - DUES/SUBSCR	520.00	0.00	515.00	5.00	99.04
5365 - PHYS/DRUG SC	609.00	0.00	111.75	497.25	18.35
5410 - EQUIP SUPP	700.00	79.80	457.09	242.91	65.30
5420 - GRNDS SUPP	1,365.00	0.00	1,066.26	298.74	78.11
5480 - TOOLS/PARTS	205.00	0.00	0.00	205.00	0.00
<b>140 - PUB SAFETY</b>	<b>1,218,816.00</b>	<b>61,428.21</b>	<b>1,156,368.03</b>	<b>62,447.97</b>	<b>94.88</b>
<b>01 - FIRE RESCUE</b>	<b>842,706.00</b>	<b>58,072.71</b>	<b>791,541.01</b>	<b>51,164.99</b>	<b>93.93</b>
5100 - FT WAGES	293,467.00	30,825.52	308,709.99	-15,242.99	105.19
5110 - OTHER WAGES	304,092.00	11,682.51	237,575.10	66,516.90	78.13
5120 - OT WAGES	39,088.00	1,893.01	81,012.93	-41,924.93	207.26
5130 - ALLOWANCE	8,722.00	2,265.31	6,243.46	2,478.54	71.58
5140 - TRAINING	10,000.00	4,401.97	7,990.13	2,009.87	79.90
5200 - ELECTRICITY	16,000.00	855.51	11,015.67	4,984.33	68.85
5205 - PHONE	5,500.00	622.59	4,765.81	734.19	86.65
5215 - INTERNET	0.00	0.00	658.86	-658.86	----
5220 - HEAT	12,750.00	0.00	6,705.77	6,044.23	52.59
5225 - WATER	1,800.00	190.99	1,910.40	-110.40	106.13
5230 - VEHICLES	17,000.00	20.34	13,296.56	3,703.44	78.22
5240 - GAS/DIESEL	12,311.00	0.00	5,860.59	6,450.41	47.60
5245 - OFF EQP/FEES	17,221.00	1,145.00	17,629.13	-408.13	102.37
5330 - DUES/SUBSCR	3,925.00	634.24	2,337.06	1,587.94	59.54
5365 - PHYS/DRUG SC	2,215.00	422.00	1,783.00	432.00	80.50
5370 - WASTE DISPOS	1,000.00	0.00	250.00	750.00	25.00
5400 - OFFICE SUPP	5,500.00	728.73	2,897.30	2,602.70	52.68
5410 - EQUIP SUPP	23,030.00	-3,715.42	15,103.00	7,927.00	65.58
5420 - GRNDS SUPP	16,785.00	3,953.50	17,979.24	-1,194.24	107.11
5435 - PROT CLOTHIN	5,000.00	-1,121.65	5,050.83	-50.83	101.02

### BI-WEEKLY EXPENSE REPORT

Fund: 10  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>140 - PUB SAFETY CONT'D</b>					
5440 - FIRE MED REI	21,000.00	1,702.75	19,644.71	1,355.29	93.55
5487 - AMB. BILLING	300.00	0.00	100.00	200.00	33.33
5488 - AMB. COLLECT	1,500.00	775.50	2,530.57	-1,030.57	168.70
5490 - MEDICAL SUP	22,500.00	790.31	20,490.90	2,009.10	91.07
5495 - OSHA EQUIP	2,000.00	0.00	0.00	2,000.00	0.00
<b>02 - LAW ENFORCEM</b>	<b>283,495.00</b>	<b>46.77</b>	<b>275,915.52</b>	<b>7,579.48</b>	<b>97.33</b>
5205 - PHONE	525.00	46.77	529.87	-4.87	100.93
5210 - MAIN-REPAIRS	500.00	0.00	315.00	185.00	63.00
5230 - VEHICLES	600.00	0.00	0.00	600.00	0.00
5240 - GAS/DIESEL	13,643.00	0.00	6,844.36	6,798.64	50.17
5350 - PROF SERVICE	268,227.00	0.00	268,226.29	0.71	100.00
<b>03 - DISPATCHING</b>	<b>45,315.00</b>	<b>130.21</b>	<b>45,220.71</b>	<b>94.29</b>	<b>99.79</b>
5350 - PROF SERVICE	45,315.00	130.21	45,220.71	94.29	99.79
<b>04 - ANIMAL CTRL</b>	<b>10,000.00</b>	<b>375.00</b>	<b>10,225.94</b>	<b>-225.94</b>	<b>102.26</b>
5350 - PROF SERVICE	10,000.00	375.00	10,225.94	-225.94	102.26
<b>05 - STREET LIGHT</b>	<b>15,400.00</b>	<b>980.60</b>	<b>11,532.50</b>	<b>3,867.50</b>	<b>74.89</b>
5350 - PROF SERVICE	15,400.00	980.60	11,532.50	3,867.50	74.89
<b>06 - FIREHYDRANTS</b>	<b>16,900.00</b>	<b>1,406.25</b>	<b>16,932.31</b>	<b>-32.31</b>	<b>100.19</b>
5350 - PROF SERVICE	16,900.00	1,406.25	16,932.31	-32.31	100.19
<b>07 - EMER MANGMT</b>	<b>5,000.00</b>	<b>416.67</b>	<b>5,000.04</b>	<b>-0.04</b>	<b>100.00</b>
5110 - OTHER WAGES	5,000.00	416.67	5,000.04	-0.04	100.00
<b>150 - FINAN SERVCS</b>	<b>10,293,957.00</b>	<b>669,316.35</b>	<b>10,272,779.44</b>	<b>21,177.56</b>	<b>99.79</b>
<b>02 - DEBT</b>	<b>207,911.00</b>	<b>0.00</b>	<b>207,909.79</b>	<b>1.21</b>	<b>100.00</b>
5720 - DEBT PWD GAR	76,008.00	0.00	76,007.34	0.66	100.00
5730 - FIRE STATION	131,903.00	0.00	131,902.45	0.55	100.00
<b>03 - MUN INSURANC</b>	<b>51,000.00</b>	<b>1,000.00</b>	<b>52,893.60</b>	<b>-1,893.60</b>	<b>103.71</b>
5260 - FINAN OUTLAY	51,000.00	1,000.00	52,893.60	-1,893.60	103.71
<b>04 - EE BENEFITS</b>	<b>722,757.00</b>	<b>39,749.18</b>	<b>699,687.01</b>	<b>23,069.99</b>	<b>96.81</b>
5810 - HEALTH INS	356,200.00	4,916.82	346,956.83	9,243.17	97.41
5815 - ICMA/MPRS	109,719.00	20,457.67	137,118.43	-27,399.43	124.97
5820 - SOC SEC/FICA	130,801.00	12,604.11	115,716.28	15,084.72	88.47
5825 - WORKER'S COM	107,937.00	-14.00	87,217.75	20,719.25	80.80
5830 - UNEMPLOY	11,000.00	0.00	8,134.98	2,865.02	73.95
5835 - SICK PAYOUT	5,300.00	1,784.58	1,784.58	3,515.42	33.67
5837 - VACA PAYOUT	0.00	0.00	1,466.16	-1,466.16	----
5840 - VOLUNT INS	1,500.00	0.00	1,292.00	208.00	86.13
5850 - EDUC INCENT	300.00	0.00	0.00	300.00	0.00
<b>06 - CIP</b>	<b>248,825.00</b>	<b>0.00</b>	<b>248,825.00</b>	<b>0.00</b>	<b>100.00</b>
5900 - TOWN ROADS	243,825.00	0.00	243,825.00	0.00	100.00
5930 - MUNIC FAC	5,000.00	0.00	5,000.00	0.00	100.00
<b>07 - RSU 16</b>	<b>7,542,806.00</b>	<b>628,567.17</b>	<b>7,542,806.04</b>	<b>-0.04</b>	<b>100.00</b>
5260 - FINAN OUTLAY	7,542,806.00	628,567.17	7,542,806.04	-0.04	100.00
<b>10 - TIF TO PS 1</b>	<b>721,282.00</b>	<b>0.00</b>	<b>721,282.00</b>	<b>0.00</b>	<b>100.00</b>
5260 - FINAN OUTLAY	721,282.00	0.00	721,282.00	0.00	100.00
<b>11 - TIF TO VILLA</b>	<b>121,342.00</b>	<b>0.00</b>	<b>121,342.00</b>	<b>0.00</b>	<b>100.00</b>
5260 - FINAN OUTLAY	121,342.00	0.00	121,342.00	0.00	100.00
<b>12 - TIF TO PS 2</b>	<b>678,034.00</b>	<b>0.00</b>	<b>678,034.00</b>	<b>0.00</b>	<b>100.00</b>
5260 - FINAN OUTLAY	678,034.00	0.00	678,034.00	0.00	100.00



**BI-WEEKLY EXPENSE REPORT**

Fund: 10  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
155 - MISC. CONT'D					
155 - MISC.	0.00	0.00	5,297.73	-5,297.73	----
<b>50 - TRANSFERS</b>	<b>0.00</b>	<b>0.00</b>	<b>5,297.73</b>	<b>-5,297.73</b>	<b>----</b>
5175 - TRANSFERS	0.00	0.00	5,297.73	-5,297.73	----
160 - COUNTY TAX	912,375.00	0.00	912,375.00	0.00	100.00
<b>01 - COUNTY TAX</b>	<b>912,375.00</b>	<b>0.00</b>	<b>912,375.00</b>	<b>0.00</b>	<b>100.00</b>
5260 - FINAN OUTLAY	912,375.00	0.00	912,375.00	0.00	100.00
170 - OVERLAY	138,667.77	2,320.00	10,446.98	128,220.79	7.53
<b>01 - ABATEMENTS</b>	<b>138,667.77</b>	<b>2,320.00</b>	<b>10,446.98</b>	<b>128,220.79</b>	<b>7.53</b>
5260 - FINAN OUTLAY	138,667.77	2,320.00	10,446.98	128,220.79	7.53
<b>Final Totals</b>	<b>14,401,975.77</b>	<b>875,402.87</b>	<b>14,002,615.34</b>	<b>399,360.43</b>	<b>97.23</b>

**BI-WEEKLY EXPENSE REPORT**

Fund: 40  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
400 - PSB TIF 1	424,816.00	19,245.61	402,991.90	21,824.10	94.86
<b>01 - PSB TIF I</b>	<b>424,816.00</b>	<b>19,245.61</b>	<b>402,991.90</b>	<b>21,824.10</b>	<b>94.86</b>
5250 - DEBT SVC	324,629.00	0.00	324,629.07	-0.07	100.00
5260 - FINAN OUTLAY	22,693.00	11,053.50	22,107.00	586.00	97.42
5350 - PROF SERVICE	2,500.00	0.00	0.00	2,500.00	0.00
5410 - EQUIP SUPP	28,000.00	8,192.11	13,791.59	14,208.41	49.26
5620 - HYDRANT	32,269.00	0.00	36,578.08	-4,309.08	113.35
5670 - BLEEDERS	14,725.00	0.00	5,886.16	8,838.84	39.97
401 - PSB TIF 2	626,439.00	15,192.85	592,143.59	34,295.41	94.53
<b>01 - PSB TIF 2</b>	<b>626,439.00</b>	<b>15,192.85</b>	<b>592,143.59</b>	<b>34,295.41</b>	<b>94.53</b>
5200 - ELECTRICITY	480.00	0.00	0.00	480.00	0.00
5250 - DEBT SVC	272,157.00	0.00	274,993.41	-2,836.41	101.04
5260 - FINAN OUTLAY	20,802.00	10,132.00	20,264.00	538.00	97.41
5350 - PROF SERVICE	236,500.00	0.00	234,000.00	2,500.00	98.94
5640 - REC TRAILS	40,000.00	0.00	36,572.00	3,428.00	91.43
5650 - CEDC	56,500.00	5,060.85	26,314.18	30,185.82	46.57
402 - DTV TIF	74,855.00	1,842.00	70,752.09	4,102.91	94.52
<b>01 - DTV TIF</b>	<b>74,855.00</b>	<b>1,842.00</b>	<b>70,752.09</b>	<b>4,102.91</b>	<b>94.52</b>
5250 - DEBT SVC	51,473.00	0.00	51,590.75	-117.75	100.23
5260 - FINAN OUTLAY	3,782.00	1,842.00	3,684.00	98.00	97.41
5350 - PROF SERVICE	2,000.00	0.00	0.00	2,000.00	0.00
5410 - EQUIP SUPP	2,500.00	0.00	0.00	2,500.00	0.00
5630 - JTK 50% PYBK	15,100.00	0.00	15,477.34	-377.34	102.50
<b>Final Totals</b>	<b>1,126,110.00</b>	<b>36,280.46</b>	<b>1,065,887.58</b>	<b>60,222.42</b>	<b>94.65</b>

# RECREATION

June 2021

Account	Beginning Balance	Revenues	Expenses	Ending Balance
<b>500 - RECREATION PROGRAMS</b>				
4505 - OPERATING	4,590.43	17,155.00	15,882.99	5,862.44
4530 - SCHOLARSHIP DONATIONS	762.50	271.00	200.00	833.50
4531 - CAMPSHIP DONATIONS	0.00	13,922.00	13,922.00	0.00
6000 - ART CLASS	0.00	0.00	0.00	0.00
6010 - BASEBALL	-1,075.53	14,855.00	9,951.79	3,827.68
6020 - BASKETBALL	1,546.74	270.00	495.00	1,321.74
6025 - CAMP CONNOR	2,060.89	12,620.00	5,518.42	9,162.47
6030 - CHEERING	7,754.60	1,455.00	2,073.39	7,136.21
6048 - CROSS COUNTRY RUNNING	0.00	975.00	582.43	392.57
6050 - ODYSSEY OF THE MIND	528.95	25.00	0.00	553.95
6060 - DISCOUNT TICKETS	0.00	259.00	0.00	259.00
6070 - DRAMA	0.00	0.00	0.00	0.00
6075 - FIELD HOCKEY	442.01	1,730.00	1,102.94	1,069.07
6080 - FOOTBALL	1,533.45	5,556.00	3,322.72	3,766.73
6108 - LEGO LEAGUE	1,136.97	0.00	250.00	886.97
6113 - MUSIC CLASS	0.00	0.00	0.00	0.00
6115 - PICKLE BALL	0.00	0.00	0.00	0.00
6120 - SENIOR CLUB	1,266.86	2,061.39	1,753.72	1,574.53
6130 - SOCCER	2,059.18	10,469.14	8,208.02	4,320.30
6140 - SUMMER RECREATION	50,163.14	167,097.12	127,098.59	90,161.67
6145 - SWIMMING LESSONS	0.00	0.00	0.00	0.00
6150 - TABLE/CHAIR RENT	1,115.62	376.00	280.00	1,211.62
6170 - TRAILS	624.15	180.00	538.17	265.98
6180 - TUMBLING	0.00	1,025.00	1,025.00	0.00
6190 - VOLLEY BALL	0.00	0.00	0.00	0.00
6195 - WINTER RENTALS	0.00	842.25	60.11	782.14
<b>Final Totals</b>	<b>74,509.96</b>	<b>251,143.90</b>	<b>192,265.29</b>	<b>133,388.57</b>

**BI-WEEKLY REVENUE REPORT**

Fund: 70  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>700 - RICKER LIBRARY</b>	<b>171,364.00</b>	<b>379.60</b>	<b>168,735.05</b>	<b>2,628.95</b>	<b>98.47</b>
4500 - MISCELLENEOUS REVENUES	175.00	0.00	116.95	58.05	66.83
4515 - AB RICKER TRUST DISTRIBUTION	15,604.00	0.00	15,604.28	-0.28	100.00
4516 - JANE RICKER TRUST DISTRIBUTION	55,096.00	0.00	55,096.76	-0.76	100.00
4530 - DONATIONS	750.00	36.45	396.42	353.58	52.86
4550 - FROM GF	93,789.00	0.00	93,789.00	0.00	100.00
5005 - NON RESIDENT REGISTRATION	300.00	45.00	255.00	45.00	85.00
5010 - DONATIONS DEDICATED	2,500.00	0.00	650.00	1,850.00	26.00
5015 - OVERDUES	1,000.00	150.40	1,117.74	-117.74	111.77
5020 - PHOTOCOPIES	400.00	24.10	204.90	195.10	51.23
5025 - BOOK SALES	375.00	16.00	420.50	-45.50	112.13
5030 - PRINTER	500.00	38.65	410.50	89.50	82.10
5035 - FAX	575.00	29.00	324.00	251.00	56.35
5040 - INTER LIBRARY LOAN	300.00	40.00	349.00	-49.00	116.33
<b>Final Totals</b>	<b>171,364.00</b>	<b>379.60</b>	<b>168,735.05</b>	<b>2,628.95</b>	<b>98.47</b>

**BI-WEEKLY EXPENSE REPORT**

Fund: 70  
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
700 - RICKER LIBRA	171,364.00	14,964.18	162,760.82	8,603.18	94.98
<b>01 - RICKER LIBR.</b>	<b>171,364.00</b>	<b>14,964.18</b>	<b>162,760.82</b>	<b>8,603.18</b>	<b>94.98</b>
5100 - FT WAGES	62,847.00	5,896.40	61,128.25	1,718.75	97.27
5110 - OTHER WAGES	30,453.00	3,226.26	30,539.55	-86.55	100.28
5130 - ALLOWANCE	680.00	40.00	520.48	159.52	76.54
5140 - TRAINING	400.00	0.00	0.00	400.00	0.00
5200 - ELECTRICITY	4,450.00	280.05	3,367.78	1,082.22	75.68
5205 - PHONE	1,575.00	133.76	1,562.00	13.00	99.17
5210 - MAIN-REPAIRS	4,500.00	901.25	5,045.25	-545.25	112.12
5215 - INTERNET	115.00	29.00	174.58	-59.58	151.81
5220 - HEAT	6,200.00	0.00	3,413.22	2,786.78	55.05
5225 - WATER	1,470.00	118.72	1,448.18	21.82	98.52
5235 - POSTAGE	1,077.00	0.00	1,127.20	-50.20	104.66
5245 - OFF EQP/FEES	2,500.00	1,107.51	2,680.60	-180.60	107.22
5255 - TECH MTC	3,285.00	169.00	2,426.75	858.25	73.87
5309 - MISC EXP	750.00	232.54	367.25	382.75	48.97
5330 - DUES/SUBSCR	2,095.00	31.16	1,866.16	228.84	89.08
5345 - BANK FEES	35.00	0.00	0.00	35.00	0.00
5360 - SPECIAL EVEN	250.00	0.00	153.40	96.60	61.36
5400 - OFFICE SUPP	2,200.00	432.63	1,649.94	550.06	75.00
5810 - HEALTH INS	11,409.00	0.00	19,394.90	-7,985.90	170.00
5815 - ICMA/MPRS	2,816.00	0.00	1,427.11	1,388.89	50.68
5820 - SOC SEC/FICA	7,382.00	0.00	3,969.29	3,412.71	53.77
7100 - MAGAZINES	1,575.00	0.00	1,452.14	122.86	92.20
7105 - BOOKS	13,000.00	1,662.59	11,157.46	1,842.54	85.83
7110 - NEWSPAPERS	600.00	0.00	440.44	159.56	73.41
7115 - AUDIO BOOKS	3,000.00	151.97	3,250.68	-250.68	108.36
7120 - EBOOKS	700.00	0.00	650.00	50.00	92.86
7125 - ADULT PROGR	2,000.00	198.06	1,323.98	676.02	66.20
7130 - CHILD PROGR	2,000.00	275.94	1,326.41	673.59	66.32
7135 - TEEN PROGR	2,000.00	77.34	897.82	1,102.18	44.89
<b>Final Totals</b>	<b>171,364.00</b>	<b>14,964.18</b>	<b>162,760.82</b>	<b>8,603.18</b>	<b>94.98</b>

**Memorandum of Understanding**  
**Town of Poland, Maine**  
**and the**  
**Poland Firefighters Association, IAFF Local 5232**


This Memorandum of Understanding [MOU] is entered into by the Town of Poland, herein referred to as the "Employer" and the Poland Professional Fire Fighters, IAFF Local 5232, herein referred to as the "Union" and jointly referred to as the "Parties".

In response to the Town's request to open Mid-Term bargaining, pursuant to Article 16, section 4 of the current Collective Bargaining Agreement between the Town and the Union effective July 1, 2020 – June 30, 2023 (the "CBA"), the Parties agree to the following one-time and non-precedent setting revision to Article 15, Section 8 of the CBA to assist the Town in implementing a lateral transfer service pay credit for up to 3 years. This would give full time employees who are transitioning from a part time role within the Town up to 3 years of service credit, not to exceed step 3 of the existing wage scale. This service credit will not affect seniority of the new employee. Seniority will continue to be based on the effective date of full-time employment. In consideration of this agreement, the Town will advance current union members one step on the wage scale to bridge the expected gap of incoming lateral full-time employees as shown in the attached chart. This provisions shall be effective beginning on July 1, 2021 and until the Parties agree to change the terms outlined in this MOU through subsequent bargaining.

The provisions of this MOU may only be amended by mutual consent of the parties.

Town of Poland

IAFF Local 5232

By:   
Matthew Garside, Town Manager

By:   
Shawn Hazelton, President

6/24/2021  
Date

# Road Importance Analysis

tom

<u>Road/Section Name</u>	<u>Section</u>	<u>From</u>	<u>To</u>	<u>Length</u>	<u>Width</u>	<u>Traffic</u>
<b>med-high</b>						
ELM STREET EXTENSION		Harris hill rd	Town line	0.50	21.00	med-high
HACKETT MILLS ROAD		Empire rd	Rt 121	1.00	21.00	med-high
JOHNSON HILL ROAD	4	POTASH BROOK	MEGQUIER HILL ROAD	0.80	21.00	medium
MAPLE LANE		Harris hill rd	Town line	0.50	21.00	medium
<b>medium</b>						
DUNN ROAD		TORREY ROAD	Town line	1.30	21.00	low-med
EVERETT ROAD		Harris hill rd	BAILEY HILL ROAD	1.40	21.00	low-med
HEATH ROAD		JOHNSON HILL ROAD	Casco Town Line	0.70	21.00	medium
TORREY ROAD		Empire rd	LEWISTON JUNCTION	1.00	21.00	medium
<b>low-med</b>						
BAILEY HILL ROAD		Harris hill rd	Plains Rd	2.70	21.00	low-med
CASSIE LANE		NORTH RAYMOND ROAI	NORTH RAYMOND ROAI	0.30	19.00	low
JOHNSON HILL ROAD	1	Casco Town Line	HEATH ROAD	1.10	21.00	medium
NORTH RAYMOND EXT		BAKERSTOWN ROAD	MEGQUIER HILL ROAD	0.50	21.00	high
RANGE HILL ROAD		CLEVE TRIPP ROAD	ROUTE 26	2.10	21.00	medium
<b>low</b>						
AUTUMN DRIVE		HINES RD	CARPENTER ROAD	0.99	21.00	low
BELANGER DRIVE		EVERETT ROAD	END	0.30	18.00	low
BIRCH DRIVE		END	END	1.10	18.00	low
BIRCHWOOD LANE		ROUTE 26	END	0.20	21.00	low
BISHOP ROAD		Spring water rd	END	0.00	21.00	low
BROWN ROAD		Rt 26	Town line mechfls	1.10	21.00	med-high
CARPENTER ROAD		ROUTE 26	RANGE HILL ROAD	0.70	21.00	medium
CEDAR MILLS ROAD		BELANGER DRIVE	END	0.10	0.00	low
CLEVETRIPP ROAD	1	NORTH RAYMOND ROAI	SHELLINGER ROAD	1.35	21.00	medium
COBB BROOK LANE		BAILEY HILL ROAD	END	0.10	0.00	low
COBB ROAD		PLAINS ROAD	EVERETT ROAD	1.25	23.00	medium
COBB ROAD PAVEMENT		Plains Rd	Pavement End	0.38	21.00	low-med
COBBLE KNOLL ROAD		Spring water rd	Dead end	0.10	24.00	low
COLBATH ROAD		RANGE HILL ROAD	Town line newglous	1.75	21.00	low-med
DOWNNEY LANE		SPRING WATER RD	RANGE ROAD	0.09	21.00	low
EAST CRESTWOOD		Rt 122	Rt122	0.10	21.00	low
EAST RECORD ROAD		Empire rd	Dead end	0.10	21.00	low
EDWARDS ROAD		JOHNSON HILL ROAD	END	0.20	25.00	low
GARLAND SWAMP ROAD		JORDAN SHORE DRIVE	Route 11	0.40	16.00	low
GIRARDIN LANE		BROWN ROAD	END	0.40	21.00	low
HARDSCRABBLE ROAD		Empire rd	Auburn line	2.24	21.00	med-high
HERRICK VALLEY ROAD	2	MC FALLS TOWN LINE	MEGQUIER HILL ROAD	1.80	21.00	medium

<u>Road/Section Name</u>	<u>Section</u>	<u>From</u>	<u>To</u>	<u>Length</u>	<u>Width</u>	<u>Traffic</u>
<b>low</b>						
HIDEAWAY ROAD		EVERETT ROAD	Dead end	0.30	21.00	low
HILL VALLEY ROAD		TIGER HILL ROAD	END	0.30	21.00	low
HINES RD		ROUTE 26	END	0.30	21.00	low
JACKSON RD		WHITE OAK HILL	SCHELLINGER ROAD	1.60	21.00	low-med
JOHNSON HILL ROAD	2	HEATH ROAD	Aggazize villiage	0.50	21.00	medium
JOHNSON HILL ROAD	3	Aggazize villiage	POTASH COVE	0.70	21.00	medium
JORDAN SHORE DRIVE		Route 11	Route 11	0.80	21.00	low
Keystone Springs rd		Empire rd	End	0.30	24.00	low
LANE ROAD		Empire rd	HACKETT MILLS ROAD	0.50	21.00	low
LEWISTON JUNCTION RO		Empire rd	Auburn line	1.10	21.00	high
MCCANN ROAD		WHITE OAK HILL	END	0.40	24.00	low
NORTH RAYMOND ROAD	1	BAKERSTOWN ROAD	CLEVE TRIPP ROAD	1.70	22.00	low
NORTH RAYMOND ROAD	2	CLEVE TRIPP ROAD	Town line/ raymond	1.10	21.00	low
NUMBER 5 ROAD		COLBATH ROAD	END	0.35	18.00	low
OLD PLAINS ROAD		PLAINS ROAD	END	0.50	18.00	low
OLD TIGER HILL ROAD		TIGER HILL ROAD	END	0.20	18.00	low
OUTLET ROAD		ROUTE 26	Town line newglous	0.10	21.00	low-med
PERKINS ROAD		SAUNDERS ROAD	END	0.10	21.00	low
PLAINS ROAD		POLAND CORNER ROA	Empire rd	3.00	21.00	low
PULSIFER ROAD		BAILEY HILL ROAD	END	0.60	21.00	low-med
QUARRY ROAD		ROUTE 26	town line	0.30	24.00	low
RANGE ROAD		VERRILL ROAD	NEW GLOUCESTER LN	0.32	21.00	low
RICKER ROAD		ROUTE 26	ROUTE 26	0.30	21.00	medium
RUSSELL ROAD		JOHNSON HILL ROAD	END	0.20	21.00	low
SANDERSON ROAD		SAUNDERS ROAD	END	0.20	20.00	low
SAUNDERS ROAD		PLAINS ROAD	END	0.60	21.00	low
SAWYER ROAD		COBB ROAD	END	0.20	21.00	low
SCHELLINGER ROAD		ROUTE 26	CLEVE TRIPP ROAD	2.10	21.00	medium
STROUT ROAD		WHITE OAK HILL	END	0.30	21.00	low
SUMMIT SPRINGS ROAD		WHITE OAK HILL	SCHELINGER	1.80	21.00	low-med
SUNDERLAND RD		HERRICK VALLEY RD	WINDSOR PLACE	0.11	21.00	low
TIGER HILL ROAD		HERRICK VALLEY RD	Town line	1.21	21.00	medium
TRIPP LAKE CAMP ROAD		HERRICK VALLEY ROA	END	1.70	21.00	low
TRIPP LAKE ROAD		ROUTE 26	Route 11	1.39	21.00	low-med
VERRILL ROAD		Spring water rd	END	0.55	21.00	low
WASTE NOT DRIVE		TRIPP LAKE ROAD	END	0.30	23.00	medium
WEST CRESTWOOD		Spring water rd	Spring water rd	0.20	18.00	low
West Record		Harris hill rd	End	0.30	24.00	low
WESTVIEW DRIVE		ROUTE 26	2nd ave	0.40	21.00	low
WINDSOR PLACE		HERRICK VALLEY RD	END	0.30	21.00	low



# Memo

**To:** Select Board

**From:** Nikki Pratt, Deputy Town Manager

**cc:** Matt Garside, Town Manager

**Date:** July 5, 2021

**Re:** Marijuana Lottery

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The Town of Poland will hold their next licensing lottery on August 11, 2021 at 1 PM at the Town Office Conference Room. As a reminder, all license lottery applications must be accompanied by a conditional license issued by the State and fees payable by cash, money order, or bank check. Completed applications for the lottery are due by 4 PM on Monday, August 9, 2021, no exceptions. If you would like your application reviewed for completeness it must be submitted by Thursday, August 5, 2021 at 4 PM, we will notify you if it is incomplete.



# Coronavirus State and Local Fiscal Recovery Funds

The American Rescue Plan will deliver \$350 billion for state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs.

The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

## Funding Objectives

- **Support urgent COVID-19 response efforts** to continue to decrease spread of the virus and bring the pandemic under control
- **Replace lost public sector revenue** to strengthen support for vital public services and help retain jobs
- **Support immediate economic stabilization** for households and businesses
- **Address systemic public health and economic challenges** that have contributed to the inequal impact of the pandemic

## Eligible Jurisdictions & Allocations

### Direct Recipients

- States and District of Columbia (\$195.3 billion)
- Counties (\$65.1 billion)
- Metropolitan cities (\$45.6 billion)
- Tribal governments (\$20.0 billion)
- Territories (\$4.5 billion)

### Indirect Recipients

- Non-entitlement units (\$19.5 billion)



### Support Public Health Response

Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff



### Address Negative Economic Impacts

Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector



### Replace Public Sector Revenue Loss

Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic



### Premium Pay for Essential Workers

Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors



### Water and Sewer Infrastructure

Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure



### Broadband Infrastructure

Make necessary investments to provide unserved or underserved locations with new or expanded broadband access



**For More Information:** Please visit [www.treasury.gov/SLFRP](http://www.treasury.gov/SLFRP)

**For Media Inquiries:** Please contact the U.S. Treasury Press Office at (202) 622-2960

**For General Inquiries:** Please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov) for additional information



# Example Uses of Funds

## Support Public Health Response

- **Services to contain and mitigate the spread of COVID-19**, including vaccination, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, and many related activities
- **Behavioral healthcare services**, including mental health or substance misuse treatment, crisis intervention, and related services
- **Payroll and covered benefits** for public health, healthcare, human services, and public safety staff to the extent that they work on the COVID-19 response

## Replace Public Sector Revenue Loss

- **Ensure continuity of vital government services** by filling budget shortfalls
- **Revenue loss is calculated** relative to the expected trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- **Recipients may re-calculate revenue loss** at multiple points during the program, supporting those entities that experience revenue loss with a lag

## Water & Sewer Infrastructure

- **Includes improvements to infrastructure**, such as building or upgrading facilities and transmission, distribution, and storage systems
- **Eligible uses aligned to Environmental Protection Agency project categories** for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund

## Equity-Focused Services

- **Additional flexibility for the hardest-hit communities and families** to address health disparities, invest in housing, address educational disparities, and promote healthy childhood environments
- **Broadly applicable** to Qualified Census Tracts, other disproportionately impacted areas, and when provided by Tribal governments

## Address Negative Economic Impacts

- **Deliver assistance to workers and families**, including support for unemployed workers, aid to households, and survivor's benefits for families of COVID-19 victims
- **Support small businesses** with loans, grants, in-kind assistance, and counseling programs
- **Speed the recovery of impacted industries**, including the tourism, travel, and hospitality sectors
- **Rebuild public sector capacity** by rehiring staff, replenishing state unemployment insurance funds, and implementing economic relief programs

## Premium Pay for Essential Workers

- **Provide premium pay to essential workers**, both directly and through grants to third-party employers
- **Prioritize low- and moderate-income workers**, who face the greatest mismatch between employment-related health risks and compensation
- **Key sectors include** healthcare, grocery and food services, education, childcare, sanitation, and transit
- **Must be fully additive** to a worker's wages

## Broadband Infrastructure

- **Focus on households and businesses** without access to broadband and those with connections that do not provide minimally acceptable speeds
- **Fund projects that deliver reliable service** with minimum 100 Mbps download / 100 Mbps upload speeds unless impracticable
- **Complement broadband investments** made through the Capital Projects Fund

## Ineligible Uses

- **Changes that reduce net tax revenue** must not be offset with American Rescue Plan funds
- **Extraordinary payments into a pension fund** are a prohibited use of this funding
- **Other restrictions apply** to eligible uses

The examples listed in this document are non-exhaustive, do not describe all terms and conditions associated with the use of this funding, and do not describe all the restrictions on use that may apply. The U.S. Department of the Treasury provides this document, the State and Local contact channels, and other resources for informational purposes. Although efforts have been made to ensure the accuracy of the information provided, the information is subject to change or correction. Any Coronavirus State and Local Fiscal Recovery Funds received will be subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which shall incorporate the provisions of the Interim Final Rule and/or Final Rule that implements this program.

# United States Senate

WASHINGTON, DC 20510-1904

COMMITTEES:  
APPROPRIATIONS  
HEALTH, EDUCATION,  
LABOR, AND PENSIONS  
SELECT COMMITTEE  
ON INTELLIGENCE  
SPECIAL COMMITTEE  
ON AGING

June 16, 2021

The Honorable Matt Garside  
Town Manager  
1231 Maine Street  
Poland, ME 04274

Dear Matt,

Thank you for contacting me about eligible municipal uses for *American Rescue Plan* funds. I appreciate your taking the time to write, and for all you do for your town and community.

Your thoughtful letter has highlighted some of the glaring problems with the *American Rescue Plan*. These are the kind of problems that can occur when legislation is pushed through in a truncated, partisan process, without adequate committee review or input from senators with alternative viewpoints. Despite the fact that this bill passed on a partisan basis, I agree that we need to provide communities like Poland with more flexibility when it comes to spending these funds.

Throughout the COVID-19 pandemic, I have been an advocate for providing states and localities with flexible COVID-19 relief funding. Many local governments have been forced to make tough decisions and balance critical spending priorities with the fiscal health of their communities. In the *CARES Act*, the federal government provided \$150 billion in relief to state and local governments, of which Maine received \$1.25 billion. That bill included a provision authored by Senator Schumer that limited direct assistance to only large cities of more than 500,000 people. This unfairly left out aid for Maine's small and rural communities.

As part of the bipartisan group of senators that negotiated the December 2020 COVID-19 relief package, I helped to ease *CARES Act* funding deadlines based on input from state, local, and tribal leaders in Maine. Rather than encourage a last-minute spending spree, we provided a year-long extension for the funding to last through December 31, 2021.

After President Biden's inauguration, I led a delegation of 10 Republican senators to the White House with a comprehensive framework for COVID-19 relief that we believed could pass on a bipartisan basis. Regrettably, there was no interest from Democratic leadership in negotiating a bipartisan targeted package. Instead, they pushed a flawed \$1.9 trillion spending bill through a partisan process, and the results are evident. For example, instead of allocating state aid under a flexible framework based on population size, the *American Rescue Plan* created a formula that stripped \$155 million from Maine's allocation.

As your letter indicates, this legislation places rigid limits on state and local funding and prohibits or greatly restricts its use for items like road construction and debt relief. This limits what the Treasury Department can change with new guidance. Nevertheless, I have requested that the Department provide greater flexibility when available. In addition, I would be eager to work with my colleagues on a legislative solution to the problems in the law.

Thank you again for your thoughtful letter.

Sincerely,



Susan M. Collins  
United States Senator

SMC:AM

*P.S. I am working to pass changes that would allow excess COVID funds to be used for infrastructure.*

**From:** [Nikki Pratt](#)  
**To:** [Nikki Pratt](#)  
**Subject:** FW: Use of ARP funds  
**Date:** Monday, July 5, 2021 8:43:26 AM

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**From:** Cloutier, Katherine <[Katherine.Cloutier@mail.house.gov](mailto:Katherine.Cloutier@mail.house.gov)>  
**Sent:** Friday, May 28, 2021 8:46 AM  
**To:** Matt Garside <[mgarside@polandtownoffice.org](mailto:mgarside@polandtownoffice.org)>  
**Subject:** FW: Use of ARP funds

Hi Matt. As promised, I forwarded your letter to Congressman Golden and our staff in DC, and here is staff response:

*Most of the concerns he cites (with the possible exception of debt service ineligibility) originate with the law, rather than with Treasury, and so would be difficult for Treasury to change on its own. And given that Treasury is implementing a law that was crafted with the support of the Administration, I'm not bullish on their interest in making changes other than technical fixes and clarifications. **But the IFR does allow for filing comments if the town is interested in doing that.***

*I think the best bet may be to look for creative ways to work within the limitations Treasury has laid out. For example, while the law and the regulations prevent using the funds directly or indirectly for tax cuts, it appears to be fair game—as long as revenues remain stable (accounting for inflation) or increase—to use the aid to supplant other spending. This means that it would probably be possible for the town to use the aid to pay for eligible costs for which the town previously budgeted non-aid funds, and then shift those freed up non-aid funds to pay for road maintenance.*

## **Town of Poland Procedure for Charitable Requests**

The following procedure has been adopted for charitable requests:

- Charitable requests will require an applicant to complete the charitable request questionnaire and appear before the Select Board to brief their request. Questionnaires are included with this procedure or may be obtained from the Town Clerk at 1231 Maine Street, Poland ME 04274 or by calling 207-998-4601.
- Any organization is eligible to apply. However, those groups and organizations that do business or are under contract with the town are not eligible to apply.
- The Town Clerk must receive completed charitable request questionnaires no later than the close of business on the last Wednesday in October. This is to allow your request to be included in the Select Board meeting packet for consideration at one of their November meetings.
- Charitable request applicants must appear before the Select Board at one of the two Select Board meetings in November. The Select Board normally meets on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month. Meeting dates may be obtained by visiting the town web site at <https://www.polandtownoffice.org/> or contacting the Town Clerk at 1231 Maine Street, Poland ME 04274 or by calling 207-998-4601.
- Complying with the aforementioned does not guarantee funding.

**Adopted by the Board of Selectpersons on July 5, 2021.**

### **Board of Selectpersons**

\_\_\_\_\_  
Stephen Robinson, Chairperson

\_\_\_\_\_  
Jane Pentheny, Vice-Chairperson

\_\_\_\_\_  
Nathan McNally

\_\_\_\_\_  
Mary-Beth Taylor

\_\_\_\_\_  
Stanley Tetenman

## **Charitable Request Questionnaire**

**Name of organization.**

**Amount requested.**

**What does your organization do?**

**How will you use these funds, if awarded?**

**How will this funding help Poland residents?**

**What has your organization done in the past year to benefit Poland residents?**





# Project Development Phase II Workbook

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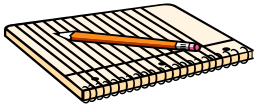
## State of Maine

### Community Development Block Grant Program



Office of Community Development  
Department of Economic and Community Development  
111 Sewall Street, 3<sup>rd</sup> Floor  
59 State House Station  
Augusta, Maine 04333-0059  
(207) 624-7484  
TTY: 1-800-437-1220  
[www.meocd.org](http://www.meocd.org)

Revised April 2012



# Project Development Checklist

## Table of Contents

STEP	Task to be completed	Workbook Page (form)	Completed Date	Submitted to OCD
1	<b>Getting Organized!</b>	3		
2	<b>Advisory Committee formed</b> Submit membership list to OCD Policy Statement #13 –Complaint Policy	4		
3	<b>Project Development Reviews and Documentation</b>	7		
	<b>Planning Board Review</b> - Submit letter from Planning Board certifying that the necessary Planning Board approval has been secured	7		
	<b>Public Hearing</b> - Submit copy of notice and signed copy of minutes	7		
	<b>Legislative Body Approval</b> - Submit copy of Town warrant/vote or Council Resolution	7		
	<b>Regional Council Review</b> - Submit cover letter showing Project Development package was sent to Regional Council	7		
	<b>Interlocal Agreement</b> - <i>(If multi-community project)</i>	8 (13)		
	<b>Standards of Conduct</b> - Submit adopted standards with seal	8 (14-16)		
	<b>Fair Housing Resolution</b> - Submit adopted resolution with seal	8 (17)		
	<b>Fair Housing Self-Assessment</b> - Submit signed checklist	8 (18-19)		
	<b>ADA/Section 504 Certification</b> <b>Section 504 Self- Evaluation &amp; Transition Plan</b> - Submit appropriate adopted declaration with seal.	9 (20-25)		
	<b>Residential Anti-Displacement &amp; Relocation Plan</b> Submit adopted plan with seal	9 (26-27)		
	<b>Employment Profile</b> – Submit completed form.	9 (28)		
	<b>Equal Employment Opportunity Statement</b> Submit adopted EEO Statement with seal.	9 (30)		
4	<b>Environmental Review</b> – Submit ERR prior to CDBG contract.	31		
5	<b>Finalizing Cost Estimates</b> – Submit the Budget Summary	31-32		
6	<b>Spending CDBG Funds – Contracting/Labor Standards</b> <b>Policy Statement # 4</b>	33-38		
7	<b>Program Income Plan</b> – Submitted as part of Phase II. Contact DPM <b>Policy Statement #7</b>	39-42		
8	<b>Developing Program Guidelines</b> - Micro-Enterprise Grant/Loan, Façade Grant & Housing Rehabilitation Programs. Contact DPM	43		
9	<b>Organizing your CDBG Files</b>	43		
10	<b>HUD Fair Housing Logos</b>	44		

# Step One: Getting Organized

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## Congratulations!

Your community was selected and invited to further develop and implement your CDBG project.

This workbook will guide you through all required steps of the Project Development Phase. Your community has **six months** (with the exception of the Economic Development Program which allows only three months) from the date of your award announcement date to complete all tasks outlined in this workbook, submit everything for approval, and execute a grant contract with the Office of Community Development (OCD).

To assist in the process, a Development Program Manager (DPM) from (OCD) has been assigned to work with your community. Your DPM will guide you through the process, review your completed submittal and follow your community through the life of your grant.

### Getting Organized

On page 2, the **Project Development Checklist** summarizes all required tasks and documents to be submitted with your Project Development package. Some of these may not apply to your particular project – program specific tasks are noted. The page numbers on the checklist refer to pages in the workbook associated with tasks and documents.

### Things to Remember

- Consultant services – If your community is hiring private consultant services paid for by CDBG funds, these must be procured through a competitive process.
- Recent CDBG Grants – If your community recently received or completed another CDBG program, some of the documents may be reused for your current project. Check with your DPM to identify the applicable documents.
- Do not expend any project funds – CDBG or otherwise – until you have completed your Project Development Phase and have an executed contract with OCD. Your community cannot be reimbursed for costs incurred prior to completing the Project Development Phase and receiving Environmental Review Clearance. You may see the phrase “You may not obligate funds prior to environmental review clearance.” This means that you cannot sign a contract or an agreement for construction services, or purchases of equipment until you have completed the environmental review process, submitted the materials to OCD, and received a letter from our office providing you with an environmental review clearance date.



## **Step Two:** The Community Development Advisory Committee

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Each community receiving Community Development Block Grant (CDBG) funds must form a community development advisory committee (CDAC) to oversee and guide their project through its planning and implementation stages. The committee is formally created and appointed by the community’s governing body.

### **Roles for the CDAC**

The CDAC performs several functions:

- **Selection of consultants and/or contractors** – including developing requests for proposals
- **Community input** – organizing opportunities for the public to be involved in the projects.
- **Public relations** – organizing and publicizing the project and its progress.
- **Handling complaints** – developing and implementing a policy for hearing and resolving complaints about the project. (See the Policy Statement #13 on Handling Complaints following this section)

### **Who to appoint**

Selecting members of the community to serve on the committee is very important. The community should contain representatives of the various stakeholders in your project, **ESPECIALLY** residents of your target area or individuals who may use the services you will support with CDBG funds. This will help the CDAC structure a program that truly meets the needs of the target group.

### **Possible Committee Members (submit actual list with your Project Development package)**

<b>Committee Member</b>	<b>Affiliation</b>



Department  
Of  
Economic and Community Development  
111 Sewall Street, 3rd Floor  
59 Statehouse Station  
Augusta, Maine 04333

### **POLICY STATEMENT #13**

**Subject:** ***CDBG Program Complaint Policy***

**Revised:** **March, 2012**

During the implementation of a CDBG project, the Office of Community Development (OCD) is available to advise the community in completing the project and complying with Federal and state regulations. The CDBG Program awards funds to communities who in turn must create local guidelines to implement their programs. Communities are also responsible for local program administration.

It is the policy of the OCD that each community establish its own procedure for handling complaints about the implementation of its program. If caught early, most complaints are easily resolved and require minimal action. Because the local program administrator is most familiar with local needs, the guidelines of the community program and its implementation, every attempt should be made to resolve a complaint at the local level. Local community development staff should attempt to resolve complaints by utilizing a policy adopted by the community development program or by the municipality. OCD staff will be happy to provide guidance and advice **but will not resolve local disputes**. The role of the OCD is to ensure that the local procedure has been fairly and appropriately followed, and that it is consistent with Federal and state requirements.

At the time of a complaint, the local community development staff or CDBG administrator should share a copy of the CDBG Guidelines with the complainant. If the community does not have a set of guidelines, the individual could be provided with a copy of the project application to learn more about the project and its goals.

*Local community development staff or the CDBG administrator will use the following complaint process:*

1. Request that all complaints be submitted in writing to the **local** community development office.
2. The local CDBG program administrator should respond in writing within a specified time frame. If the response is not satisfactory, the complainant should request in writing that the complaint be forwarded to the Chief Executive Officer of the community. The CEO would then respond in writing within a specified time frame.

3. If the complainant remains unsatisfied with the local resolution, they may contact the Office of Community Development CDBG Program Manager. The CDBG Program Manager may request that the complainant forward the written complaint and copies of all correspondence pertaining to the complaint to the OCD.

It is the policy of the OCD and the CDBG Program Manager **not to interfere with the decisions reached by a community that is in keeping with the CDBG regulations.** The OCD review will ensure that the process has been fair and consistent with program regulations (local, federal and state). However, the decision of the Program Manager whether in favor with the community, the complainant or a compromise, will be final.

# Step Three: Project Development Documentation and Reviews

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Recipients of CDBG grants must complete a number of federal and state reviews, certifications and documents. **The following documents must be submitted to OCD prior to executing your grant contract.**

✓ **CDBG communities must satisfy the requirements of MRSA Title 30-A, section 5203**

## 1. Planning Board Review

Submit your Project Development application to your municipal planning board for review. The purpose of this review is to ensure the project's conformity to your community's comprehensive plan and applicable zoning ordinances.

**REQUIRED SUBMISSION:** A signed letter from your planning board stating that the project conforms to the comprehensive plan and local zoning ordinances.

## 2. Public Hearing

You must hold a public hearing during the Project Development process to give members of your community a chance to comment on the project. A ten-day notice prior to holding the hearing is required. (A single public hearing may be held to cover all CDBG programs.) **All public hearings must be in compliance with Section 109, Title VI, Section 504 and the respective implementing regulations at 24 CFR 6, 1 and 8 and Title VI implementing regulations at 24 CFR 1.4(b)(1). Non-compliant public hearings are not acceptable.**

**REMINDER:** The public hearing must be held prior to Local Legislative Body approval.

**REQUIRED SUBMISSION:** A copy of the newspaper ad or public notice announcing the hearing indicating the dates posted, hearing minutes attested as a true copy by the Town/City clerk, and the attendance list.

## 3. Approval by Local Legislative Body

Your local legislative body must approve the project by formally voting to accept CDBG Funds. **BE AWARE THAT YOUR PUBLIC HEARING MUST OCCUR PRIOR TO THE LEGISLATIVE BODY VOTE per MRSA Title 30-A, Section 5203.**

The warrant or resolution must be specific to the CDBG funds. **A "blanket " warrant accepting all state or federal funds is not acceptable.**

**REQUIRED SUBMISSION:** A certified town warrant or council resolution accepting funds. **It must name the specific CDBG Program from which funds will be received and the grant amount.** A sample warrant article and council resolution are included in the next section.

✓ **CDBG communities must show evidence of Regional Planning Commission review under MRSA Title 30-A, Subchapter II, 2342**

Maine State Law requires that Project Development materials (a complete Phase 2 Package) be provided to your regional planning commission or council of governments for review.

**REQUIRED SUBMISSION:** A copy of the letter you send to your regional planning commission with your Project Development materials.

- ✓ **Multi-jurisdictional CDBG projects must demonstrate that an interlocal agreement between all participating communities is in place under MRSA Title 30-A, Chapter 115, 2303 Maine State Law requires that whenever two or more municipalities enter into an agreement for joint or cooperative action to exercise powers, privileges or authority capable of being exercise by a municipality in the State, an interlocal agreement must be created.** Communities that submitted a joint application to implement CDBG programs benefiting multiple municipalities must enter into a formal interlocal agreement that designates which municipality will act as the lead community.

**REQUIRED SUBMISSION:** Copies of Interlocal Agreements adopted by the local governing body of each participating community. A sample copy is contained in the next section.

- ✓ **CDBG communities must have standards of conduct in place under the administrative regulations at 24 CFR, Part 85 – Code of Standards of Conduct (adopt and submit certified copy)**

Federal regulations mandate that recipients of CDBG funds maintain a written Code of Standards of Conduct governing the performance of their employees engaged in the award and administration of contracts. A sample Code of Standards of Conduct is in the next section.

**REQUIRED SUBMISSION:** A Code of Standards of Conduct that has been officially adopted by your local governing body during this project development phase. A sample copy is contained in the next section

- ✓ **CDBG communities must pledge to “Affirmatively Furthering Fair Housing” under 24 CFR, Part 570 (The Fair Housing Act)**

The Fair Housing Act prohibits discrimination in the sale or rental of housing based on race, color, religion, sex, national origin, familial status and disability. It requires HUD and OCD to administer the CDBG Program in a manner that affirmatively furthers fair housing. Each municipality receiving CDBG funds must certify to affirmatively further fair housing. Two tasks necessary to comply are listed below.

**REQUIRED SUBMISSION:**

**1. Fair Housing Resolution**

A Fair Housing Resolution adopted by your local governing body stating that the programs to be implemented provide for equal opportunity in housing. A sample resolution for your use is contained in the next section.

**2. Fair Housing Self-Assessment Survey**

A completed Fair Housing Self-Assessment signed by the appropriate municipal official. A sample copy is contained in the next section.

- ✓ **CDBG communities must certify that they are in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act**

Your community must comply with the requirements of Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act (ADA). This includes the completion of a Self Evaluation and Transition Plan for making your programs and facilities accessible to people



with disabilities.

**REQUIRED SUBMISSION:**

**1. Section 504 Self-Evaluation and Transition Plan**

Adopted by your local governing body. Use this plan if your community has never done a formal adoption. A copy of this document is contained in the next section.

**2. ADA/504 Certification**

Completed and signed by appropriate municipal official. Use this certification if your community has already formally adopted the plan. A sample certification is contained in the next section.

✓ **Completion of an Anti-Displacement Plan**

Displacement is caused when any family, individual, business, non-profit organization or farm moves from real property or moves personal property from real property as a result of a CDBG program. The Department of Housing and Urban Development requires **ALL** recipients of CDBG funds, **REGARDLESS OF THEIR ACTIVITIES**, to certify that they will not displace people without just cause and will follow federal guidelines on compensating any individuals that may be displaced **THIS INCLUDES COMMUNITIES THAT DO NOT ANTICIPATE DISPLACING PERSONS.**

The intention of the Anti-Displacement Plan is to minimize effects on displaced persons. When displacement is unavoidable, all those displaced will receive fair and just compensation under the Federal Relocation Assistance and Real Property Acquisition Policies Act of 1970 (Uniform Act) as amended.

The municipality must be sure to include appropriate information, have the local CDBG Advisory Committee review it and have it adopted by the local governing body.

**REQUIRED SUBMISSION:** An Anti-Displacement Plan adopted by your local governing body. A copy of the plan is contained in the next section.

✓ **Completion of an Employment Profile**

An Employment Profile describes the characteristics of those persons administering the grant who are funded in whole, or in part, with CDBG funds. It provides insight as to possible discriminatory patterns of employment. **THIS FORM IS TO BE COMPLETED WHENEVER CDBG FUNDS WILL BE USED TO PAY FOR ADMINISTRATION.**

**REQUIRED SUBMISSION:** An Employment Profile completed by the CDBG administrator or municipal official. A copy of the Employment Profile and directions are contained in the next section.

✓ **Completion of an Equal Employment Opportunity Policy Statement**

An Equal Employment Opportunity Policy Statement ensures that communities implementing a CDBG project pursue policies of non-discrimination in personnel practices

**REQUIRED SUBMISSION:** An Equal Employment Opportunity Policy Statement adopted by your local governing body. A sample EEO Statement is contained in the next section.

Public Hearing Notice  
The Town/City of \_\_\_\_\_

The Town/City of \_\_\_\_\_ will hold a Public Hearing on  (date) , at  (time) , at the  (location)  to discuss acceptance of a  (specific name of grant program)  CDBG Grant. The purpose of the grant is to  (state purpose) . Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to:  (name of contact, address)  at any time prior to the Public Hearing. TDD/TTY users may call  (list local TTY number or 711) . If you are physically unable to access any of the City's/Town's programs or services, please call  (list local contact and phone number) , so that accommodations can be made.



EQUAL HOUSING  
OPPORTUNITY

Town/City

**REMINDER!**

**Public hearing notices submitted by communities which do not meet the Title VI requirements set forth in this sample will not be accepted by OCD and will result in the entire Project Development Phase public hearing process being repeated.**

# SAMPLE COUNCIL RESOLUTION

## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

**WHEREAS**, the Town/City of \_\_\_\_\_ wishes to apply to the Department of Economic and Community Development for a Community Development Block Grant to carry out a community development program; and

**WHEREAS**, the planning process required by Maine Law and the CDBG Program have been complied with, including participation in the planning process by low and moderate income families and individuals and **the community has conducted at least one duly advertised public hearing**; and

**WHEREAS**, the Town/City of \_\_\_\_\_ is cognizant of the requirement that should the intended National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; and

**NOW THEREFORE**, be it resolved by the Council of the Community of \_\_\_\_\_ that the Town/City Manager (or other local government official or officer):

- 1) Is authorized and directed to submit an application for the following program(s) and dollar amount(s) within the State of Maine's CDBG Program:

Program: \_\_\_\_\_ Amount: \_\_\_\_\_

Program: \_\_\_\_\_ Amount: \_\_\_\_\_

To the Department of Economic and Community Development on behalf of the Community of \_\_\_\_\_, substantially in the form presented to this council;

- 2) Is authorized to make assurances on behalf of the Community of \_\_\_\_\_ required as part of such applications, and
- 3) Is authorized and directed, upon acceptance of said funds to carry out the duties and responsibilities for implementing and said program(s), consistent with the Charter of the Community of \_\_\_\_\_ and the laws and regulations governing planning and implementation of community development programs in the State of Maine.

**DATE ENACTED:** \_\_\_\_\_

**Municipal Seal**

### AUTHORIZED SIGNATURES

Name	Date
Name	Date
Name	Date
Name	Date
Name	Date

# **SAMPLE TOWN MEETING WARRANT ARTICLE**

## **STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

---

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

Shall the Town/City of \_\_\_\_\_ vote to approve a Community Development Block Grant project development application(s) for the following program(s) and dollar amounts:

Program: \_\_\_\_\_ Amount: \_\_\_\_\_

Program: \_\_\_\_\_ Amount: \_\_\_\_\_ ;

and to submit same to the Department of Economic and Community Development and if said program is approved, to authorize the municipal officers to accept said grant funds, to make such assurances, assume such responsibilities, and exercise such authority as are necessary and reasonable to implement such programs. Furthermore, the Town/City of \_\_\_\_\_ is cognizant of the requirement that should the intended National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program.

**MUST BE SUBMITTED  
WITH CERTIFIED SIGNATURE(S)**

# INTERLOCAL AGREEMENT

## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

**THIS AGREEMENT**, entered into between the Town/City of \_\_\_\_\_ and the Town(s)/City (ies) of \_\_\_\_\_

does hereby provide for said jurisdictions to **jointly apply** for, and receive, a Maine Community Development Block Grant from the Department of Economic and Community Development to undertake an eligible project as determined by the U.S. Department of Housing and Urban Development.

**THE TOWN/CITY** of \_\_\_\_\_ hereby authorizes the Town/City of \_\_\_\_\_ to act as the lead grantee, and thereby be responsible for compliance with applicable State and Federal requirements of the Maine Community Development Block Grant Program and in maintaining a program budget.

**THIS AGREEMENT** will terminate on \_\_\_\_\_, \_\_\_\_\_ unless it is deemed in the best interest of all parties to extend the agreement.

Adopted by the Town/City of \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and found to be in conformance with MRSA Title 30-A, Chapter 115, and § 2203.

### AUTHORIZED SIGNATURES

<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>

Municipal Seal

# STANDARDS OF CONDUCT

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## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT

### INTRODUCTION

Elected officials, appointed officials, employees of Community Development Block Grant (CDBG) recipients, and contractors are those responsible for administering Maine's CDBG Program and are also responsible for its integrity. Following sound business practices, prescribed standards of conduct and Department of Housing and Urban Development (HUD) requirements will help protect these grant funds, but also those who administer the program.

### PURPOSE

This notice provides information on specific activities you must avoid and identifies essential HUD requirements that must be met. The requirements will help to prevent fraud and program abuse by alerting essential officials to appropriate standards of conduct.

### AUTHORITIES

Pertinent laws and requirements that you should have copies of are:

- ✓ Housing and Community Development Act of 1974 as amended in 1992.
- ✓ Community Development Block Grant Regulations (24 CFR Part 570).

### PROGRAM REQUIREMENTS & PROHIBITED ACTIVITIES

The following sections reviewed prohibited activities and administrative requirements that must be followed by all CDBG communities.

#### 1. Prohibition against conflicts of interest

CDBG regulations (25 CFR, Part 570.489 (h)) prohibit conflicts of interest. For all CDBG activities: no employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients may:

- a) Obtain personal or financial interest or benefits including money, favors, gratuities, entertainment or anything of value that might be interpreted as conflict of interest.
- b) Obtain a direct or indirect interest in any contract, subcontract or agreement for any CDBG activity. This prohibition extends to contract in which your spouse, minor child, dependent or business associate may have personal or financial interest. This prohibition extends for a period of one year after you leave your position with a CDBG activity or program.
- c) HUD may grant an exception to this conflict of interest provision if it determines that such exception will enhance the effectiveness of the CDBG project. Requests for such exceptions must be made in writing to this office.

#### 2. Procurement and Contracting Requirements

Provisions of 24 CFR Part 85 and Part 36, Administrative Requirements apply to the CDBG Program grantees. These provisions prohibit the following practices in your procurement and contract administration.

##### a) Circumventing competitive bidding requirements by:

- 1) failing to advertise for sealed bids or soliciting proposals and engaging in noncompetitive negotiation;

- 2) failing to use established evaluation criteria in negotiations;
- 3) splitting bids by breaking down contracts into small parts so that purchase order procedures can be used except to meet Minority/Women Business Enterprise goals;
- 4) favoring or providing a competitive advantage to any one firm or individual; identifying the names of those invited to bid; and preparing fictitious bids to simulate competition.

**b) Failing to adhere to contract award requirements by:**

- 1) allowing excessive price charges;
- 2) awarding contract to other than low bidder without adequate justification; and
- 3) accepting a bid that does not contain a price for all items or services included in the bid invitation.

**c) Failing to verify contractual and programmatic compliance by contractors by:**

- 1) authorizing payment for work not completed;
- 2) falsifying inspection reports;
- 3) altering contractor invoices; and
- 4) misusing modification or change orders.

**3. Financial Management and Recording Systems**

You must comply with the following requirements of 24 CFR part 85.20 and 85.42 and CDBG regulations.

- a) Establish internal controls to safeguard cash, inventory and equipment.
- b) Establish a special ledger account for all CDBG monies.
- c) Maintain financial records including:
  - 1) A register of cash receipts and disbursements;
  - 2) record of all non-cash transactions;
  - 3) General ledger to show the status of each CDBG account;
  - 4) A fixed account ledger, and
  - 5) A record of drawdowns, funds received and balance of funds.
- d) Ensure you maintain financial records and maintain for three years from final closeout.
- e) Use income generated from grant activities for other eligible activities.
- f) Use program income before drawing additional grant funds to pay for allowable program expenses.
- g) Not request or draw down more funds than needed.

**4. Cost Allowance**

You must comply with OMB Circular A-87, Cost Principles for State and Local Governments. You may not spend CDBG funds on ineligible activities including:

- a) Expenses required to carry out the regular responsibilities of the general local government.
- b) Partisan political activities (e.g. contributions towards political campaigns, voter registration or candidate forums).

**5. Program Monitoring**

Regulation CFR Part 85.40 states you must monitor the performance of grant supported activities to assure compliance with federal requirements and that performance goals are being achieved. It is suggested you:

- a) Keep records for your on-site visits to sub grantees and contractors.
- b) Place special emphasis on your monitoring of the highest risk sub recipients and contractors.

**DATE ADOPTED:** \_\_\_\_\_

**AUTHORIZED SIGNATURES**

<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>

Municipal Seal



# FAIR HOUSING RESOLUTION

## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

**LET IT BE KNOWN TO ALL PERSONS** of the Town/City of \_\_\_\_ that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, sex, handicap, familial status or national origin is prohibited by Title VIII of the 1968 Civil Rights Act (Federal Fair Housing Law). It is the policy of the Town/City of \_\_\_\_ to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap, familial status or national origin. Therefore, the Town does hereby pass the following Resolution:

**BE IT RESOLVED** that within available resources the Town will assist all persons who feel they have been discriminated against because of race, color, religion, sex, handicap, familial status or national origin to seek equity under federal and state laws by filing a complaint with the Maine Human Rights Commission or the U.S. Department of Housing and Urban Development, Boston Regional Office Compliance Division.

**BE IT FURTHER RESOLVED** that the Town shall publicize this Resolution and through this publicity shall cause owners of real estate, developers and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law and any applicable state and local laws or ordinances.

**SAID PROGRAM** will at a minimum include but not be limited to: (1) the printing and publicizing of this policy and other applicable fair housing information through local media and community contacts; (2) distribution of posters, flyers and any other means which will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

**DATE ADOPTED:** \_\_\_\_\_

### AUTHORIZED SIGNATURES

Name	Date

Municipal Seal

# FAIR HOUSING SELF ASSESSMENT

## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

### COMMUNITY OF:

1. To the best of your knowledge has your community been involved in any complaints regarding discrimination the sale or rental of housing on the basis of race, color, religion, sex, national origin, familial status or handicap?

Yes                  No

2. If yes, give a brief description of the nature of any complaints and resolutions.

Yes                  No

3. Has your community adopted a Fair Housing Program to help local citizens be aware of their rights regarding fair housing under federal and state law, and in filing a complaint if discrimination is suspected?

Yes                  No

4. What do you perceive as the most potentially serious problem areas regarding discrimination in fair housing in your community?

<b>Problem Area</b>	<b>Very Serious</b>	<b>Serious</b>	<b>Moderate</b>	<b>Not a Problem</b>
<b>Color</b>				
<b>Familial Status</b>				
<b>Handicap</b>				
<b>National Origin</b>				
<b>Race</b>				
<b>Religion</b>				
<b>Sex</b>				

1. Does your community contain any subsidized housing units?

Yes                  No

6. As best as can be determined, do relevant public policies/practices regarding zoning and building codes have an adverse impact on the achievement of fair housing choice?

Yes                  No

7. Are you aware of any practices in the local real estate community as it relates to buying, selling and house rentals that may adversely affect the achievement of fair housing choice in your community?

Yes                  No

8. Do your community records contain data on the actual number and percentage of persons residing in the community by race, color, religion, sex, national origin, age, handicap and familial status, as well as income characteristics by group?

Yes No

9. Is information available to you that list major local employers by type and the number of people employed within your community by salary and racial group?

Yes No

10. Is there public transportation available in your community?

Yes No

11. Do your community records contain data on the total number of housing units in the community by type, and the number of vacant units?

Yes No

12. Does your community contain any housing for the handicapped such as group homes, independent living complexes, etc.?

Yes No

13. Has your community participated in the CDBG program prior to 1993?

Yes No

14. Has your community been involved with any other state or federal programs that required the reporting of specific fair housing information?

Yes No

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**Signature of Authorized Municipal Official**

**Date**

# ADA/SECTION 504 CERTIFICATION

## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

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The Town/City of \_\_\_\_\_ hereby certifies that it has complied with the following requirements pursuant to Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act and

1. Conducted a Section 504/ADA Transition Plan and Self Evaluation of all municipal facilities;
2. Advises the public, employees and job applicants that it does not discriminate on the basis of handicapped status in admission or access to or treatment or employment in its programs and activities; and
3. Has designated the following person as the contact to coordinate efforts to comply with these requirements.

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

\_\_\_\_\_  
(Signature of Authorized Municipal Official)

\_\_\_\_\_  
(Date)

Municipal Seal

**SECTION 504 SELF EVALUATION AND TRANSITION PLAN**  
**STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

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TOWN/CITY OF \_\_\_\_\_

The following individual is responsible for inquiries regarding this Section 504 Self-Evaluation and Transition Plan:

\_\_\_\_\_  
 (name)

\_\_\_\_\_  
 (title)

\_\_\_\_\_  
 (address)

\_\_\_\_\_  
 (telephone) (fax) (e-mail)

The Section 504 Self Evaluation and Transition Plan was adopted by the following authorized individuals on behalf of the municipality:

DATE ADOPTED: \_\_\_\_\_

**AUTHORIZED SIGNATURES**

<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>

Municipal Seal

# 1. EMPLOYMENT

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1. Are job announcements put into newspapers that have general circulation?

Yes  No

If No, describe how individuals are made aware of employment opportunities:

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2. Do job announcements state that the municipality is an Equal Opportunity Employer?

Yes  No

If No, explain why the "Equal Opportunity Employer" statement is not contained within job announcements:

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3. Has the municipality adopted a Equal Employment Opportunity Policy Statement?

Yes  No

4. Do job applications inquire as to whether an applicant is a disabled person or as to the nature or severity of a disability?

Yes  No

If Yes, explain: \_\_\_\_\_

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5. Describe the accommodations that can be made for the known physical and mental limitations of otherwise qualified disabled persons who are currently employed or applying for employment:

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## 2. PROGRAM ACCESSIBILITY

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1. Are any of the following services or benefits provided to residents directly by the municipality?

Yes  No

(Please mark an "X" for all services provided by the municipality)

Transportation Services

Counseling Services

Health Services

Employment Services

Public Housing

Food Services

General

Social, Recreational, or Athletic  
Services

(a) For those services that are provided, describe accommodations that can be taken to make them accessible and usable for persons with disabilities (e.g. provision of auxiliary aids, relocating programs to accessible facilities, use of alternative materials, home visits, etc.):

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2. Are there any limitations on the number of qualified disabled persons who may participate in or be admitted to the program?

Yes  No

If Yes, list the steps to eliminate the limitations:

---

---

3. Do applications for these services, in any way discriminate against persons with disabilities?

Yes  No

4. Describe the nature of the qualifications that are needed in order to be eligible for each respective program:

**Program**

**Qualifications**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

**3. FACILITIES**

**Note:** The definition of "facility" under Section 504 includes all or any portion of buildings, structures, equipment, roads, walks, parking lots or other real or personal property or interest in such property, owned, operated or leased by the municipality)

1. List below all facilities and the programs or operations for which each facility houses.

**Facility**

**Programs or Operations Housed**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_



Using the Uniform Federal Accessibility Standards (UFAS), each facility must be reviewed for compliance:

**COMPLIANCE COMPONENT**

**FACILITIES**

	#1	#2	#3	#4	#5	#6	#7
Accessible Route							
Outside Paths and Walks							
Parking							
Curb Ramps							
Ramps							
Entrances/interior Doors							
Elevators							
Lifts							
Toilet Rooms							
Drinking Fountains							
Warning Signals							
Assembly Areas							
Public Telephones							
Other Building Elements and Specialized Facilities							

- Place a "1" in the respective box if item is in compliance with UFAS
- Place a "2" in the respective box if item is not in compliance with UFAS
- Place a "3" in the respective box if item is not available and is not required

\* #1 through #7 above must correspond to the specific facility with that same number identified on the preceding page.

2. For those facilities where a "2" was indicated for the specific component, list below the inaccessible feature that limits accessibility to the programs provided in that facility:

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# RESIDENTIAL ANTIDISPLACEMENT & RELOCATION ASSISTANCE PLAN

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Town/City of \_\_\_\_\_

(under Section 104(d) of the Housing and Community Development Act of 1974, as amended).

## I. PURPOSE:

This Plan is established following Section 104(d) of the Housing and Community Development Act of 1974, as amended. Its objective is to insure that persons displaced as a result of CDBG-assisted projects are treated fairly, consistently, and equitably so that such persons will not suffer disproportionate injuries as a result of a project designed for the benefit of the public as a whole.

## II. COMPLIANCE MEASURES:

The **Town/City of** \_\_\_\_\_ will replace all occupiable and vacant Low - Moderate Income dwelling units demolished OR converted with funds provided under the Housing and Community Development Act of 1974, as amended, in a way as described as follows:

1. The units must be located within the state recipient's jurisdiction and to the extent possible shall be located within the same neighborhood as the units replaced.
2. The units must be sufficient in number and size to house no less than the number of occupants who could have been housed in the units that are demolished or converted.
3. The units must be provided in standard condition.
4. The replacement units must be made available for occupancy during the period beginning one year before an agreement to convert or demolish the units in question is executed and ending three years after the commencement of the demolition or rehabilitation related to the conversion.

The units must remain Low-Moderate Income dwelling units for at least 10 years from the date of initial occupancy. Before the **Town/City of** \_\_\_\_\_ enters into an agreement to provide funds that will directly result in the demolition of Low-Moderate Income dwelling units or the conversion of Low-Moderate Income dwelling units, the **Town/City of** \_\_\_\_\_ will make public and submit the following information in writing to the State:

- 1) A description of the proposed assisted activity;
- 2) The location on a map and the number of dwelling units by size that will be demolished or converted to a use other than for Low-Moderate Income dwelling units as a direct result of the assisted activity;
- 3) A time schedule for the commencement and completion of the demolition or conversion;
- 4) The source of funding and a time schedule for the provision of replacement dwelling units;
- 5) The basis for concluding that each replacement dwelling unit will remain a Low-Moderate Income dwelling unit for at least 10 years from the date of initial occupancy;

- 6) Information demonstrating that any proposed replacement dwelling units with smaller dwelling units is consistent with the housing needs of Low-Moderate Income households in the jurisdiction.

Consistent with the goals and objectives of activities assisted under the Housing and Community Development Act, the **Town/City of \_\_\_\_\_** will take all possible actions within its power to minimize the displacement of persons from their homes.

**III. ASSISTANCE TO PERSONS DISPLACED:**

The **Town/City of \_\_\_\_\_** shall provide relocation assistance and payments as required under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 or the Housing and Community Development Act of 1974, as amended, Section 104(d) for residents displaced as a result of CDBG funded activities. All displaced residents who are eligible for other housing programs will be helped through that agency’s process. In addition, City staff shall provide housing counseling and referral services to assist those displaced to find alternative housing in the neighborhood.

**IV. DEFINITIONS:**

**Displaced Person:** Any person (family, individual, business, nonprofit organization or farm operation) that moves from real property, or moves personal property from real property, permanently and involuntarily, as a direct result of rehabilitation, demolition or acquisition (privately undertaken or public) for HUD-assisted program/project.

**V. AGENCY RESPONSIBILITY:**

The **Town/City of \_\_\_\_\_** Community Development Department shall be responsible for the implementation of this Plan as well as ensuring compliance with applicable Federal and State law and regulations. The **Town/City of \_\_\_\_\_** will identify and designate a Relocation Officer to perform functions concerning this Plan.

Any questions regarding this Plan or Federal and State laws regarding displacement should be addressed to \_\_\_\_\_.

**VI. CERTIFICATIONS:**

The **Town/City of \_\_\_\_\_** hereby certifies that it will uphold the contents of this Plan and the intentions of the compliance measures stated.

**AUTHORIZED SIGNATURES**

<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>

Municipal Seal

# EMPLOYMENT PROFILE

## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT

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

\_\_\_\_\_  
(Name of Town/City)

### JOB CATEGORY

Employment Characteristics	Admin/ Officials	Professionals	Technicians	Para Professionals	Office/ Clerical	Other
Total Number						
<b>MALE:</b>						
W						
A						
AW						
NH						
AIW						
AIB						
AI						
B						
BW						
<b>FEMALE:</b>						
W						
A						
AW						
NH						
AIW						
AIB						
AI						
B						
BW						

### Demographic Codes: Use for Recording Racial Categories

W = White

A = Asian

AW = Asian & White

FH = Female Head of Household

NH = Native Hawaiian/Other Pacific Islander

AIW = American Indian/Alaskan Native & White

AIB = American Indian/Alaskan Native & Black/African American

B = Black/African American

BW = Black/African American & White

AI = American Indian/Alaskan Native

## Instructions for completing the form:

An Employment Profile describes the characteristics of those persons administering the grant who are funded in whole, or in part, with CDBG funds. It provides insight as to possible discriminatory patterns of employment.

Neatly print or type today's date and the name of your community in the spaces provided at the top of the page.

Carefully consider all persons who are working on your community's CDBG grant that are being paid with grant funds.

**Example:** The Town Clerk is spending time performing duties pertaining to the CDBG grant that are beyond her regular duties. The Town is paying with CDBG Administrative Funds for the clerk's time. This individual is funded, in part, by CDBG dollars and must be recorded on the form.

Be sure to include those individuals whose salary or fees are paid totally with grant dollars as well as those persons whose salary or fee is only partially funded with grant monies. Each of these individuals must keep a timesheet tracking time-spent working on grant activities.

Each individual will be recorded on the Profile form by gender, ethnicity, and professional status. Use the **Demographic Codes** provided at the bottom of the Employee Profile form to ascertain the proper ethnic category.

**Example:** To record an Asian, female Town Manager who is working on the grant, one would look at the lower half of the table, labeled Female, and proceed to the top of the table for the column marked "**Admin/Officials**". Then move down the column until you reach the row marked "**A**". Place an X in this box. Repeat this process for each individual paid with CDBG funds.

# Equal Employment Opportunity Policy Statement

## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The Town Selectmen/Town/City Council of \_\_\_\_\_ declares its intent that the Town/City will pursue a policy of non-discrimination in personnel practices, including: recruiting, hiring, opportunities for transfer and promotion, conditions or privileges of employment, as well as compensation and benefits. Such practices or procedures shall not favor or penalize any person because of race, creed, color, sex, marital status, national origin, age, physical handicap, where these are not found to be bona fide occupational qualifications.

The Town/City recognizes its responsibility to enhance the purposes set forth in the Maine Human Rights Act as well as Federal statutes which may apply as a result of its Federal grant activities.

Compliance with EEO requirements may be enhanced through adoption of appropriate personnel policies. Assistance in drafting such policies may be obtained through the Maine Municipal Association or your Community Development Office.

**DATE ADOPTED:** \_\_\_\_\_

### AUTHORIZED SIGNATURES

<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>
<b>Name</b>	<b>Date</b>

Municipal Seal

## Step Four: Your Environmental Review

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Every CDBG project must be evaluated for its environmental impact. Your review compares your project to the requirements of various statutes and regulations.

As you review your project, you will create an Environmental Review Record (ERR) of your process and any compliance activities, permits or other actions you must take when implementing your project. The ERR must be kept on file at your town's office. To complete your review you may have to consult with staff from agencies like the State Office of Historic Preservation, your local code enforcement officer or the Department of Environmental Protection. When you consult anyone keep a record of the answers to any questions you asked. Keep these supporting documents with your ERR.

Forms have been designed that help you organize your review process. These forms are in a separate publication, The Environmental Review Handbook, available from OCD. **You must complete these forms and your environmental review before you can execute your grant contract with OCD. You cannot expend or obligate any project funds before this environmental review is completed.**

After you complete your review, you will submit it to your OCD Development Program Manager. Once it's accepted, your community will be assigned an "environmental clearance" date. If all Project Development requirements are accepted you will be able to obligate CDBG funds after that date. Please consult with your Development Program Manager before you obligate or expend CDBG or other matching funds.

**Please remember that no CDBG or other project funds can be obligated (no contracts executed) until your community completes its Environmental Review and receives clearance from the Office of Community Development.**

## Step Five: Finalizing Your Cost Estimates

---

Prior to submission of Phase II documents you must finalize all project activity cost estimates. Work with your community, engineer or architect to review all original cost estimates submitted during the application process. Complete the Budget Summary page below and submit with your project Development materials.

# State of Maine CDBG Program

## Final Budget Summary (Include Cash & In-Kind)

Cost Category	Column 1 CDBG	Column 2 Local	Column 3 State	Column 4 Utility	Column 5 Non- CDBG Federal	Column 6 Other	Column 7 Cost Category Total
Land Acquisition							
Legal Expenses							
Appraisals							
Relocation							
Demolition							
Site Work							
Architectural							
Engineering							
Administration							
Program Delivery							
Planning							
Loans							
Grants							
Operational							
Construction							
Materials							
Equipment							
Inspection							
Other (List)							
1.							
2.							
3.							
<b>TOTAL COSTS</b>							

### Directions for Completing Budget Summary

1. For each applicable cost (cash and in-kind) in the Cost Category column, list the dollar amount for all applicable funding sources in columns 1-6.
2. List the total dollar amount for each cost category in column 7, Cost Category Total
3. Enter the total of all Cost Category amounts in column 7 in the TOTAL COSTS box directly under column 7.
4. **Submit a copy of this Budget Summary with the Phase II materials.**



# Step Six: Spending CDBG Funds

---

CDBG project funds must be spent in accordance with program regulations including conflict of interest prohibitions, proper procurement procedures and insurance and bonding requirements. This section outlines these areas. If you have specific questions about any of these procedures contact your Development Program Manager **BEFORE** you spend or obligate any project funds.

## **Conflict of Interest**

Under CFR Part 85 (The Common Rule), the Standards of Conduct in this Workbook and some local ordinances, town employees and elected or appointed officials and those who could have inside information in any town contract award process are forbidden from benefiting from the contract award. This prohibition extends to family members and spouses of town employees and elected or appointed officials. If you think that a conflict of interest may exist, be sure to contact your Development Program Manager **BEFORE** you begin the bidding process.

In some circumstances, a conflict of interest waiver may be granted. The waiver must be approved in advance of the contract award. The instances where a waiver may be granted are determined by federal regulation and are granted at OCD's discretion.

## **Procurement Requirements**

During the course of your project, you will use CDBG funds to purchase equipment, professional services (like consultants and engineers) and contractors. Under CFR Part 85, you must follow specific rules for inviting bids and proposals and for awarding contracts. These rules depend on the amount of the contract to be awarded and the type of service or goods you are purchasing. Further details can be found in the CDBG Financial Handbook in the Administrator's Guide.

Remember that the purpose of these regulations is to ensure full and fair competition that produces the lowest responsible bidder. In this way, the regulations seek to maximize the services or goods the community receives and minimize the price paid.

## **REMEMBER!**

**Don't spend any funds, CDBG or those from any other source, before you review this section and speak to your Development Program Manager.**

### **1. Steps to Protect your Community and Project Funds**

Communities must require guarantees from contractors, consultants and employees to protect the community, project activities, HUD and the State of Maine. These bonding and insurance requirements are outlined in Policy Statement # 4.

### **2. Purchasing Supplies and/or Equipment with CDBG funds (Procurement)**

When purchasing supplies and equipment:

- Identify all vendors who can be reasonably expected to provide the supplies or equipment.
- Provide a complete and realistic specification or purchase description (and one that lends itself to a fixed price contract) to all prospective bidders.
- Select the vendor based on price.

### **3. Purchasing Professional Services**

Various rules cover professional services like grant administration, engineering, architectural, and

other consultants. Consultant services other than engineering and architectural must be selected through a competitive process listing your selection criteria (which **must** include **price**). For Project Development work, you may contract with your regional council without soliciting request for proposals.

**Architectural and engineering services** must be selected through a competitive process based on listed professional qualifications and need not include price. However prior to issuing a contract a reasonable price must be negotiated based on the scope of activities and known rates for this type of professional service.

**REMINDER** – *This is an exception to the competitive process described below. Your community may still choose to do a competitive process that **DOES** use price as one of its selection criteria*

- a) Publicize a Request for Qualifications (RFQ). Include past experience and projects, references, professional licenses, etc. You must respond to any inquiries for information on the project and provide the same information (printed, etc.) to all interested parties.
- b) Make sure you receive an adequate number of responses to offer a variety of methodologies, and qualifications. In general, you need at least three responses. If you do not receive at least three, contact your Development Program Manager for guidance
- c) Create a process of scoring and evaluation that will result in the selection of a firm.
- d) Make the award to the firm whose proposal shows, through your evaluation process, that it will best serve your community given its qualifications and proposed methodology subject to negotiation of a fair and reasonable compensation.

For other professional service contracts (or for architects and engineers if you choose) follow this procedure:

- a) Publicize a Request for Proposals (RFP), specify a set of criteria with values attached to show how the proposal will be evaluated (make sure you include price as one of the factors). You must respond to any inquiries for information on the project and provide the same information (printed, etc.) to all interested parties.
- b) Make sure you receive an adequate number of responses to offer a variety of methodologies, qualifications and price options. In general, you need at least three responses. If you do not receive at least three, contact your Development Program Manager for guidance.
- c) Create a process of scoring and evaluation that will result in the selection of a proposal.
- d) Make the award to the firm whose proposal shows, through your evaluation process, that it will best serve your community given its price, qualifications and proposed methodology.

#### **4. Purchasing Construction Services (Labor Standards)**

The phrase “labor standards” refers to a series of federal acts that apply to construction contracts between Grantees and contractors hired to work on projects funded in whole or part with CDBG

funds. These standards are intended to safeguard basic rights of the contractor's employees in such areas as minimum wages, kickbacks and payment of overtime.

## **REMEMBER!**

**Neither construction nor any expenditure of project funds can occur before your Project Development process is completed and accepted by OCD. This prohibition includes execution of any contracts for project work. A competitive process based on price must procure all construction services.**

### **The Davis-Bacon Act**

The Davis-Bacon Act requires that construction contract in excess of \$2,000 pay applicable wage rates for each trade working on a project. These wage rates are part of the project's bid process and contract between the community and the contractor. Penalties for not requesting and utilizing wage rates could make the community liable for any wage rate underpayments.

***Housing Rehabilitation Exception: If your project consists of only single-family residences, labor standards requirements do not apply. However, if you are rehabilitating eight or more units in a single building or contracting eight or more projects at once, labor standards requirements apply.***

### **Requesting wage rates**

Wage rates are issued through the OCD, and become a part of your bid package. Once issued, the rates are good until superseded. Please do not request wage rates if you do not expect to use them within the next month.



Department  
Of  
Economic and Community Development  
111 Sewall Street, 3rd Floor  
59 Statehouse Station  
Augusta, Maine 04333

#### **POLICY STATEMENT #4**

**Subject:** *Bonding and Insurance Requirements for CDBG Funded Contracts*

**Revised:** **04/2012**

The following outlines the minimum requirements to be followed when purchasing supplies, equipment, construction and professional services paid in whole or in part with Community Development Block Grant (CDBG) funds.

You may use your municipality's procurement procedures provided that the State of Maine and/or the Department of Housing and Urban Development have made a written determination that the governments' interest is adequately protected, or you may adopt the requirements described below. If appropriate, you may supplement your procedures to improve existing systems. To ensure fair procurement practices, a written policy identifying the procedures must be available for review by all potential bidders and the OCD.

#### **PERSONAL BONDING**

Community officials who are authorized to process CDBG funds, including signing of checks, **must be bonded.**

#### **BID BOND**

For contracts which exceed \$100,000, including the practice of "block bidding" housing rehabilitation projects, a bid guarantee from each bidder equivalent to five percent of the bid price is required. The "bid guarantee" shall consist of a firm commitment such as a bid bond, certified check or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of their bid, execute such contractual documents as may be required within the time specified.

#### **CONTRACT BOND**

For contracts which exceed \$100,000, including the practice of "block bidding" housing rehabilitation projects, there must be prior to signing of the contract, a **performance bond** on the part of the contractor for 100 percent of the contract price. The "performance bond" is executed in connection with the contract to secure fulfillment of all of the contractor's obligations under the contract. There must also be, prior to signing of the contract, a **payment bond** on the part of the contractor for 100 percent of the contract price. The "payment bond" is executed in connection

with the contract to assure payment as required by law of all persons supplying labor and materials in the execution of the work provided for in the contract.

## **INSURANCE**

Communities undertaking construction projects with CDBG funds, including housing rehabilitation activities, must ensure that construction contractors purchase and maintain insurance until final acceptance of their work. The community must have evidence of this insurance at the time of executing any contract/agreement with the contractor or assisting in the execution of any contract/agreement between a contractor and homeowner. The insurance policy must have the following attributes:

- \* It must protect the contractor, the community and the owner from all claims and liabilities for damages for bodily injury, including accidental death, and for property damage, which may arise from operations under the contract, whether such operation is by the contractor or any employee, **The amount of the insurance must be at least:**

### **Construction contracts other than housing rehabilitation:**

- \$1,000,000 for any one person and for each accident in cases of liability for bodily injury and/or accidental death; and

-\$1,000,000 for any and all accidents in cases of liability for property damage.

### **Housing rehabilitation contracts:**

-\$100,000 for bodily injury to anyone, and not less than \$300,000 for each occurrence

-\$50,000 per occurrence and \$100,000 aggregate for property damage

-\$100,000 for any one person and \$300,000 per occurrence for vehicular liability

The contractor must also maintain the following types of insurance:

- \* Full worker compensation insurance coverage for all persons employed by the contractor to perform work on the project. The insurance must be in compliance with State of Maine requirements.
- \* Bodily injury and contractor's protective property damage (broad form), each including coverage for blasting explosion, and injury to, or destruction of wires, pipes, conduits and similar property, appurtenant apparatus, whether public or private and collapse of, or structural injury to, any building or structure, except those on which work under the contract is performed.
- \* Bodily injury and property damage insurance covering the operation of all motor vehicles and equipment being operated in connection with project work, whether or not owned by the contractor.
- \* Contractual liability insurance as described earlier.
- \* Owner's protective liability insurance issued to the owner at the expense of the contractor.

- \* Fire insurance included with all property damage insurance in an amount equal to the total bid price of all structures subject to fire damage.
- \* Builders' "All Risk" insurance equal to or greater than the total amount.

**All policies must designate the loss payee as the community and require that the community be notified in the event of any changes to the insurance policies. Contractors shall indemnify and hold harmless the U.S. Government, the State of Maine, the Owner and the grantee from liability for any injury or damage to persons or property resulting from the prosecution of work under a construction contract.**

Please remember that if a bid goes out for eight (8) or more rehab or sewer hookup projects at one time, and one contractor is awarded 8 or more of these projects, Federal Labor Standards will apply. This will be true even if contracts are technically between the homeowner and contractor. Please refer to the Labor Standards section of this book for further information.

## Step Seven: Program Income Plan

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Depending on the type of grant you receive, your project may generate program income at some future point. During the Project Development process, you must designate how such funds will be used, should they become available. This designation is called a “Program Income Plan” and is submitted with the other documents outlined in this handbook.

Policy Statement # 7 defines Program Income and outlines the requirements of a Program Income Plan.

Your Program Income Plan must reflect the overall goals of your CDBG Program and have the following components:

- I. **Source of Program Income** -Identify any and all activities expected to generate revenue.
- II. **Estimated amount of income to be generated and anticipated timeframe** - For example, for a micro-loan revolving fund, identify the businesses, the amounts you expect to be repaid and the anticipated timeframe for receiving repayments and re-lending the amount received. Keep in mind the time period while your grant with OCD is open, and the time when your grant is closed out, yet you are still receiving payments.
- III. **Uses of Program Income** – identify the activities on which the program income will be spent and determine how those funds will be distributed in a timely manner.
- IV. **Administration** – include a management plan detailing the process and responsible person for administering the plan. The Office of Community Development will determine the amount of program income to be used for administration on a case-by-case basis. In any event, the amount shall not exceed 10%. For example, up to 10% of the program income received annually could be used to offset the costs of administering the loan fund after the grant is closed out.



Department  
Of  
Economic and Community Development  
111 Sewall Street, 3rd Floor  
59 Statehouse Station  
Augusta, Maine 04333

## **POLICY STATEMENT #7**

**Subject:** *Program Income, Program Income Plan and Post Close Out Reporting*

**Revised:** 04/2012

### **I. Introduction**

This policy statement defines terms and reporting requirements and compliance measures associated with income generated as a result of your Community Development Block Grant funded activities. This policy assures that funds are used in a timely and consistent manner as required by federal and state regulations.

### **II. Policy**

#### **1. Definitions**

**Program Income:** Program income is defined as gross income received that was generated from the use of CDBG funds as described below and in Section 570.489(e) at 24 CFR part 570.

**Program Income Plan:** Developed by your community and approved by the OCD during the project development phase, the program income plan describes the amount and sources of anticipated program income and how it will be managed and expended during and/or after the grant. Program income can only be expended on eligible activities as defined by Title I of 24 CFR 570.

**Open Grant:** Any grant during the period between contract beginning date and conditional closeout.

**Conditional Closeout:** The point in your community's CDBG project when all program funds are expended (except those for your audit costs), monitoring findings have been resolved but your program goals have not yet been met and/or your audit (if necessary) is pending.

**Final Closeout:** Final closeout is granted after your audit (if necessary) is completed and approved, all program goals have been met, monitoring findings have been resolved and the package has been approved by the Office of Community Development.



## 2. Policy Statement

**Program Income Received During the Grant Period:** Your community must use Program income for specific activities identified in your approved Program Income Plan. Program income funds must be expended prior to drawing down current grant funds for the same activities that the program income is slated for.

**Program Income on Hand at the End of a Grant Period:** Your community may return unexpended program income to the Office of Community Development or continue to expend it for those activities undertaken during the open grant period. Your Program Income Plan identifies how these funds are managed and expended.

**Income Received AFTER the Grant Closeout up to \$34,999.99:** Communities may continue to expend income received after the grant period ends or return it to the Office of Community Development. If you expect to receive and expend income up to \$34,999.99 per calendar year (Jan. – Dec.) you must spend it on Title I eligible activities as stated in your approved program income plan, but no report on how funds are expended is required.

**Program Income Received AFTER the Grant Closeout in EXCESS of \$34,999.99:** Communities may continue to expend program income in compliance with their approved program income plan after the grant period ends. If you generate more than \$34,999.99 per calendar year (Jan. – Dec.), you must comply with all CDBG regulations when expending it and report the activities funded to the Office of Community Development. These funds should be treated as a new grant funds and must meet all CDBG program requirements. Your Annual Post-Grant Program Income Report must be submitted on or before January 31<sup>st</sup> for the previous calendar year.

### **REMEMBER!**

If your community doesn't expect to exceed the **\$34,999.99** limit BUT THEN DOES, you must have complied with all CDBG regulations including environmental review, labor standards, etc. for all funds received and expended from \$0 on, and must comply with the Post-Grant Program Income Reporting requirements.

Communities receiving program income from more than one closed CDBG grant must aggregate this income to determine whether they are over the **\$34,999** threshold.

## III. Policy Requirements

The following is required under this policy statement:

### 1. Creation and Submission of a Program Income Plan:

The Program Income Plan outlines how revenue generated during or after a grant close out will be expended. You must submit a Program Income Plan during the Project Development Phase for all CDBG program awards.

## 2. Required Components of a Program Income Plan:

Your Program Income Plan must reflect the overall goals of your CDBG Program and have the following components:

- V. **Source of Program Income** -Identify any and all activities expected to generate revenue.
- VI. **Estimated amount of income to be generated and anticipated timeframe** - For example, for a micro-loan revolving fund, identify the businesses, the amounts you expect to be repaid and the anticipated timeframe for receiving repayments and re-loaning the amount received.
- VII. **Uses of Program Income** – identify the activities on which the program income will be spent and determine how those funds will be distributed in a timely manner.
- VIII. **Administration** – include a management plan detailing the process and responsible person for administering the plan. The Office of Community Development will determine the amount of program income to be used for administration on a case-by-case basis. In any event, the amount shall not exceed 10%.

## 3. Special Requirements

The following special requirements apply to program income generated by CDBG assistance to for-profit businesses:

**Micro-Enterprise Loans:** Except for grantees who demonstrate demand for the use of program income for continuing a micro-enterprise loan program, Micro-enterprise loan repayments will be collected and returned to the Office of Community Development.

**Development Fund Loans:** All Development Fund loan repayments must be returned to the State of Maine CDBG Development Program.

**Economic Development Program:** The assignment of program income will be negotiated at the time of grant award.

## 4. Reporting Requirements

Grantees are required to complete a post grant program income report annually. The report must cover the period January 1<sup>st</sup> through December 31<sup>st</sup> and be submitted to the Office of Community Development by January 31<sup>st</sup> of the following year. The report must contain documentation of: Source and Dates of Program Income received, Uses of Program Income, Dates of Expenditures and Compliance with all CDBG Program regulations

## **Step Eight: Developing Program Guidelines**

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For those communities creating micro-loan or housing rehabilitation programs, you must develop and submit program guidelines with your Project Development package. These guidelines will be reviewed by your Development Program Manager and approved with your other submissions.

### **Housing Rehabilitation Guidelines**

When your community submitted its housing grant application, it proposed a set of housing issues it wanted to correct. This data was expressed in summary fashion. Now, as grant recipients, you must select those homes that you will rehabilitate with CDBG funds. The purpose of creating program guidelines is to lay a procedure and required documentation that will be completed by each applicant for housing rehabilitation services.

The guidelines will also create a way of prioritizing which homes are done first. Your guidelines should “take their cue” from the problems your community described in its application and focus on those problems that were identified as the most severe facing your residents. To meet the needs identified in your Housing Assistance application your community can use the sample guidelines on the OCD website as a basis from which to tailor the program for local use.

### **Micro-Enterprise Grant/Loan Guidelines**

The CDBG Micro-Enterprise activity in the Community Enterprise Grant Program exists to assist towns that have identified a shortage of capital opportunities for micro-businesses. To meet the needs identified in your Micro-Enterprise application your community can use the sample guidelines on the OCD website as a basis from which to tailor the program for local use.

### **Business Façade Guidelines**

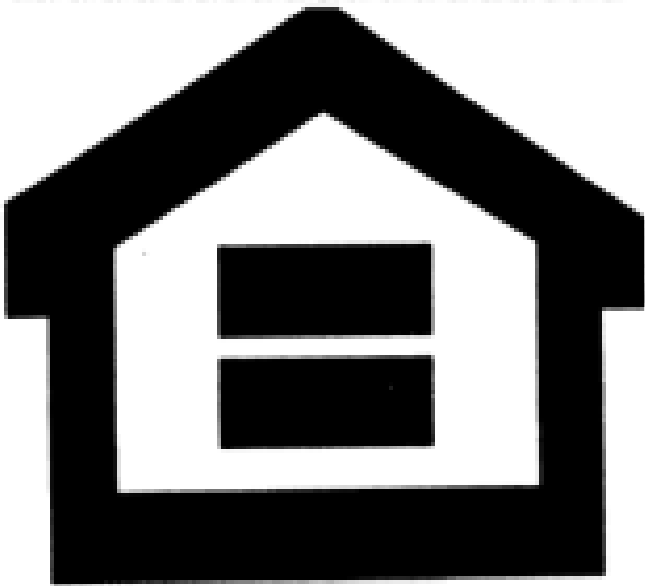
The CDBG Community Enterprise Program provides funds to address blighted business façades in downtown and village areas. To meet the needs identified in your Business Façade application your community can use the sample guidelines on the OCD website as a framework from which to tailor the program for local use.

## **Step Nine: Organizing your CDBG files**

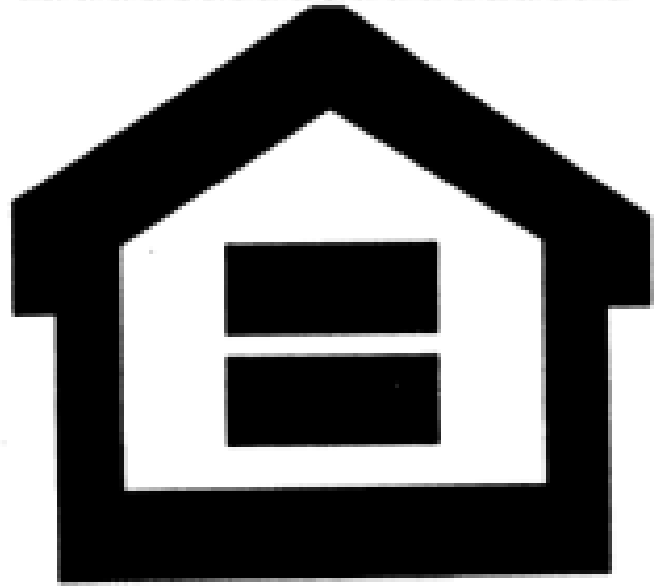
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As your community implements its project, you will create and collect a number of important documents – your environmental review record, Project Development materials, payrolls, expenditure records etc. These documents should be kept in a safe place in your office because they are your records of compliance with CDBG regulations. When your community has expended approximately 50% of your grant funding, your Development Program Manager will “monitor” your project. The monitoring visit is designed to ensure that the conduct of your project is in accordance with all applicable CDBG regulations and will examine your files as a record of this compliance.

HUD EQUAL HOUSING OPPORTUNITY  
SLOGAN AND LOGO



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**EQUAL HOUSING  
OPPORTUNITY**

# Town of Poland

1231 Maine Street, Poland, ME 04274

Phone: (207) 998-4601

Fax: (207) 998-2002

www.polandtownoffice.org



Assessing 207-998-4651  
Code Enforcement 207-998-4604  
Recreation 207-998-4650  
Fire Rescue 207-998-4689  
Public Works 207-998-2570  
Solid Waste 207-998-4688

July 6, 2021

Authorization of cash disbursements for Fiscal Year 2022 totaling:

Town A/P:	\$	82,496.23
TIF 1:		
Total:	\$	<u>82,496.23</u>

Authorization of cash disbursements for Fiscal Year 2021 totaling:

Town A/P:	\$	143,738.66
Payroll:	\$	89,211.84
TIF 1:	\$	8,192.11
TIF 2:	\$	3,930.00
DTV TIF:		
Total:	\$	<u>245,072.61</u>

## BOARD OF SELECTPERSONS

\_\_\_\_\_  
Stephen E. Robinson

\_\_\_\_\_  
Nathan P. McNally

\_\_\_\_\_  
Jane E. Pentheny

\_\_\_\_\_  
Mary Beth Taylor

\_\_\_\_\_  
Stanley L. Tetenman

Warrant 1

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00982 ANDROSCOGGIN COUNTY</b>						
0001	75686	07	LIEN DISCHARGES (3)			
LIEN DISCHARGES (3)			E 110-01-5320		57.00	0.00
			ADMINISTRATI / ADMIN - REG OF DEEDS			
			<b>Vendor Total-</b>		<b>57.00</b>	
<b>00304 DIRIGO WIRELESS, INC</b>						
0001	75687	07	ANTENNA REPAIR RES 2	7229		
ANTENNA REPAIR RES 2			E 140-01-5410		79.21	0.00
			PUB SAFETY / FIRE RESCUE - EQUIP SUPP			
			<b>Vendor Total-</b>		<b>79.21</b>	
<b>00456 GROUP DYNAMIC, INC.</b>						
0001	75688	07	HRA MONTHLY PAYMENT	L2107-016000334		
HRA MONTHLY PAYMENT			E 150-04-5810		92.65	0.00
			FINAN SERVCS / EE BENEFITS - HEALTH INS			
			<b>Vendor Total-</b>		<b>92.65</b>	
<b>00949 JERRY SCHNEIDER</b>						
0001	75689	07	BUTTERFLY PROGRAM	7/30/2021		
BUTTERFLY PROGRAM			E 700-01-7130		185.00	0.00
			RICKER LIBRA / RICKER LIBR. - CHILD PROGR			
			<b>Vendor Total-</b>		<b>185.00</b>	
<b>02145 MAINE MUNICIPAL ASSOCIATION</b>						
0001	75690	07	PROPERTY AND CASUALTY INS	53597		
PROPERTY AND CASUALTY INS			E 150-03-5260		26,222.00	0.00
			FINAN SERVCS / MUN INSURANC - FINAN OUTLAY			
			<b>Vendor Total-</b>		<b>26,222.00</b>	
<b>00755 MAINE MUNICIPAL EMPLOYEES</b>						
0001	75691	07	JULY 2021	MHT-01110		
ADMINISTRATION			E 150-04-5810		7,189.55	0.00
			FINAN SERVCS / EE BENEFITS - HEALTH INS			
PLANNING			E 150-04-5810		2,553.91	0.00
			FINAN SERVCS / EE BENEFITS - HEALTH INS			
RECREATION			E 150-04-5810		1,166.16	0.00
			FINAN SERVCS / EE BENEFITS - HEALTH INS			
PUBLIC WORKS			E 150-04-5810		6,238.79	0.00
			FINAN SERVCS / EE BENEFITS - HEALTH INS			
SOLID WASTE			E 150-04-5810		1,429.36	0.00
			FINAN SERVCS / EE BENEFITS - HEALTH INS			
FIRE RESCUE			E 150-04-5810		7,127.25	0.00
			FINAN SERVCS / EE BENEFITS - HEALTH INS			
LIBRARY			E 700-01-5810		2,317.82	0.00
			RICKER LIBRA / RICKER LIBR. - HEALTH INS			
HEALTH WITHHOLDING			G 10-2650-00		4,945.21	0.00
			GENERAL FUND / Health Ins.			
DENTAL WITHHOLDING			G 10-2655-00		1,740.77	0.00
			GENERAL FUND / Dental Ins.			
VISIONWITHHOLDING			G 10-2660-00		190.26	0.00
			GENERAL FUND / Vision Ins.			
IPP WITHHOLDING			G 10-2680-00		1,054.04	0.00
			GENERAL FUND / IPP			
DEPENDENT WITHHOLDING			G 10-2665-00		4.70	0.00
			GENERAL FUND / Dep. Life			
LIFE NO MED			E 150-03-5260		70.80	0.00
			FINAN SERVCS / MUN INSURANC - FINAN OUTLAY			
			<b>Vendor Total-</b>		<b>36,028.62</b>	
<b>00754 PREMIUM PAYMENT</b>						

Warrant 1

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0001	75692	07	WORKERS COMPENSATION	11016		
WORKERS COMPENSATION			E 150-04-5825		14,595.60	0.00
			FINAN SERVCS / EE BENEFITS - WORKER'S COM			
			<b>Vendor Total-</b>		<b>14,595.60</b>	
<b>00818 ROGUE WEAR</b>						
0001	75693	07	PLAQUE	2066		
PLAQUE			E 140-01-5140		61.15	0.00
			PUB SAFETY / FIRE RESCUE - TRAINING			
			<b>Vendor Total-</b>		<b>61.15</b>	
<b>01782 SPARKS ARK</b>						
0001	75694	07	PRESENTATION	8/3/21		
PRESENTATION			E 700-01-7130		175.00	0.00
			RICKER LIBRA / RICKER LIBR. - CHILD PROGR			
			<b>Vendor Total-</b>		<b>175.00</b>	
<b>02229 TOWN OF OXFORD</b>						
0001	75695	07	THOMPSON LAKE DAM	FY 21-22		
THOMPSON LAKE DAM			E 120-05-5313		5,000.00	0.00
			COMM SERVCS / CONSERVATION - CONS DAM REP			
			<b>Vendor Total-</b>		<b>5,000.00</b>	
			<b>Prepaid Total-</b>		<b>0.00</b>	
			<b>Current Total-</b>		<b>31,872.01</b>	
			<b>EFT Total-</b>		<b>50,624.22</b>	
			<b>Warrant Total-</b>		<b>82,496.23</b>	

BOARD OF SELECTPERSONS

Stephen E. Robinson \_\_\_\_\_

Nathan P. McNally \_\_\_\_\_

Mary Beth Taylor \_\_\_\_\_

Jane E. Pentheny \_\_\_\_\_

Stanley L. Tetenman \_\_\_\_\_

**A / P Check Register**  
Bank: NORTHEAST-GEN

Type	Check	Amount	Date	Wrnt	Payee
R	75686	57.00	07/06/21	1	0982 ANDROSCOGGIN COUNTY
R	75687	79.21	07/06/21	1	0304 DIRIGO WIRELESS, INC
R	75688	92.65	07/06/21	1	0456 GROUP DYNAMIC, INC.
R	75689	185.00	07/06/21	1	0949 JERRY SCHNEIDER
R	75690	26,222.00	07/06/21	1	2145 MAINE MUNICIPAL ASSOCIATION
E	75691	36,028.62	07/06/21	1	0755 MAINE MUNICIPAL EMPLOYEES
E	75692	14,595.60	07/06/21	1	0754 PREMIUM PAYMENT
R	75693	61.15	07/06/21	1	0818 ROGUE WEAR
R	75694	175.00	07/06/21	1	1782 SPARKS ARK
R	75695	5,000.00	07/06/21	1	2229 TOWN OF OXFORD
<b>Total</b>		<b>82,496.23</b>			

<b>Count</b>	
Checks	10
Voids	0



Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00875 ALLEGIANCE TRUCKS						
0696	75614	06	VEHICLES		X501009870:01	
VEHICLES			E 130-01-5230		372.30	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES			
				Invoice Total-	372.30	
0696	75614	06	TURBO HOSE #15		X501009838:01	
TURBO HOSE #15			E 130-01-5230		292.42	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES			
				Invoice Total-	292.42	
				Vendor Total-	664.72	
00043 ALLEN UNIFORM SALES, INC.						
0696	75615	06	APPAREL		06.25305	
APPAREL			E 140-01-5130		312.40	0.00
			PUB SAFETY / FIRE RESCUE - ALLOWANCE			
				Vendor Total-	312.40	
00064 ALMIGHTY WASTE						
0696	75618	06	PULL FEE		00110738	
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	89.00	
0696	75618	06	PULL FEE		94198	
PULL FEE			E 130-02-5270		210.40	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	210.40	
0696	75618	06	RECYCLE PULL FEE		125162	
PULL FEE			E 130-02-5275		89.00	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
				Invoice Total-	89.00	
0696	75618	06	RECYCLE PULL FEE		125149	
RECYCLE PULL FEE			E 130-02-5275		89.00	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
				Invoice Total-	89.00	
0696	75618	06	PULL FEE		110545	
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	89.00	
0696	75618	06	PULL FEE		110813	
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	89.00	
0696	75618	06	PULL FEE		111794	
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	89.00	
0696	75618	06	PULL FEE		111496	
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	89.00	
0696	75618	06	PULL FEE		111516	
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	89.00	
0696	75618	06	PULL FEE		111536	

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0696	75618	06	OBW PULL FEE	94292		
OBW PULL FEE			E 130-02-5270		176.10	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		176.10	
0696	75618	06	RECYCLE PULL FEE	125247		
RECYCLE PULL FEE			E 130-02-5275		89.00	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
			Invoice Total-		89.00	
0696	75618	06	RECYCLE CPULL FEE	125352		
RECYCLE CPULL FEE			E 130-02-5275		89.00	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
			Invoice Total-		89.00	
0696	75618	06	RECYCLE PULL FEE	125347		
RECYCLE PULL FEE			E 130-02-5275		89.00	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
			Invoice Total-		89.00	
0696	75618	06	PULL FEE	112532		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0696	75618	06	PULL FEE	94444		
PULL FEE			E 130-02-5270		209.70	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		209.70	
0696	75618	06	PULL FEE	112689		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0696	75618	06	PULL FEE	112453		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0696	75618	06	RECYCLE PULL FEE	125444		
RECYCLE PULL FEE			E 130-02-5275		89.00	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
			Invoice Total-		89.00	
0696	75618	06	PULL FEE	113531		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0696	75618	06	PULL FEE	113628		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
0696	75618	06	PULL FEE	113556		
PULL FEE			E 130-02-5270		89.00	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
			Invoice Total-		89.00	
			Vendor Total-		2,287.20	

00982 ANDROSCOGGIN COUNTY

0696 75350 06 DISCHARGE OF LEINS (7)

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
DISCHARGE OF LEINS (7)			E 110-01-5320		133.00	0.00
			ADMINISTRATI / ADMIN - REG OF DEEDS			
			Vendor Total-		133.00	
00494 AUBURN AGGREGATES						
0696	75619	06	CRUSHED GRAVEL	31830		
CRUSHED GRAVEL			E 130-01-5455		250.21	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		250.21	
0696	75619	06	GRAVEL	31794		
GRAVEL			E 130-01-5455		172.83	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		172.83	
0696	75619	06	GRAVEL	32021		
GRAVEL			E 130-01-5455		597.46	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		597.46	
0696	75619	06	GRAVEL	31946		
GRAVEL			E 130-01-5455		330.14	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		330.14	
0696	75619	06	GRAVEL	31987		
GRAVEL			E 130-01-5455		158.89	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		158.89	
0696	75619	06	GRAVEL	32134		
GRAVEL			E 130-01-5455		167.74	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		167.74	
0696	75619	06	GRAVEL	32101		
GRAVEL			E 130-01-5455		242.00	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		242.00	
			Vendor Total-		1,919.27	
00129 BAKER & TAYLOR BOOKS						
0696	75620	06	BOOKS	5017021141		
BOOKS			E 700-01-7105		46.02	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		46.02	
0696	75620	06	BOOKS	5017036860		
BOOKS			E 700-01-7105		26.95	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		26.95	
0696	75620	06	BOOKS	5017034718		
BOOKS			E 700-01-7105		96.38	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		96.38	
0696	75620	06	BOOKS	5017050602		
BOOKS			E 700-01-7105		214.74	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
			Invoice Total-		214.74	
0696	75620	06	BOOKS	5017069764		
BOOKS			E 700-01-7105		271.39	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				Invoice Total-	271.39	
0696	75620	06	BOOKS	5017068234		
BOOKS			E 700-01-7105		28.54	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
				Invoice Total-	28.54	
				Vendor Total-	684.02	
00940 BETH ESTES						
0696	75438	06	WITHDREW	N. ESTES		
WITHDREW			E 500-01-6140		300.00	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
				Vendor Total-	300.00	
01955 BOB THE SCREENPRINTER						
0696	75621	06	T-SHIRTS	11870		
T-SHIRTS			E 500-01-6140		88.00	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
				Vendor Total-	88.00	
00171 BOUND TREE MEDICAL, LLC						
0696	75622	06	SUPPLIES	84087736		
SUPPLIES			E 140-01-5420		244.56	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
				Invoice Total-	244.56	
0696	75622	06	SUPPLIES	84087737		
SUPPLIES			E 140-01-5490		323.88	0.00
			PUB SAFETY / FIRE RESCUE - MEDICAL SUP			
				Invoice Total-	323.88	
0696	75622	06	SUPPLIES	84104300		
SUPPLIES			E 140-01-5490		299.73	0.00
			PUB SAFETY / FIRE RESCUE - MEDICAL SUP			
				Invoice Total-	299.73	
0696	75622	06	SUPPLIES	84107560		
SUPPLIES			E 140-01-5490		11.52	0.00
			PUB SAFETY / FIRE RESCUE - MEDICAL SUP			
				Invoice Total-	11.52	
0696	75622	06	SUPPLIES	84104299		
SUPPLIES			E 140-01-5490		468.43	0.00
			PUB SAFETY / FIRE RESCUE - MEDICAL SUP			
				Invoice Total-	468.43	
				Vendor Total-	1,348.12	
00102 BROWN & MEYERS						
0696	75623	06	SCANNING	319407		
SCANNING			E 120-01-5245		2,856.00	0.00
			COMM SERVCS / PLANNING&DEV - OFF EQP/FEES			
				Vendor Total-	2,856.00	
00150 BUSINESS EQUIPMENT UNLIMITED						
0696	75624	06	ASSESSING OFFICE	IN2906420		
ASSESSING OFFICE			E 110-05-5245		154.40	0.00
			ADMINISTRATI / CONTRACTED - OFF EQP/FEES			
				Vendor Total-	154.40	
00208 CABBAGE ISLAND CLAM BAKE						
0696	75445	06	TRIP	6/23/21		
TRIP			E 500-01-6125		850.43	0.00
			REC PGMS / REC PROGRAMS - SEN CLB EXP			

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
Vendor Total-					850.43	
00318 CASELLA RECYCLING						
0696	75625	06	RECYCLING	54325		
RECYCLING			E 130-02-5275		1,435.83	0.00
			PUB WORKS / SOLID WASTE - RECY & PULL			
Vendor Total-					1,435.83	
01835 CENTER POINT LARGE PRINT						
0696	75626	06	BOOKS	1852843		
BOOKS			E 700-01-7105		46.74	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
Vendor Total-					46.74	
00222 CENTRAL MAINE POWER COMPANY						
0696	75519	06	MAY 21			
4676-TOWN HALL			E 110-01-5200		193.15	0.00
			ADMINISTRATI / ADMIN - ELECTRICITY			
4874-OLD SCHOOL HOUSE			E 110-01-5200		64.90	0.00
			ADMINISTRATI / ADMIN - ELECTRICITY			
4478-MUNICIPAL BUILDING			E 110-01-5200		389.02	0.00
			ADMINISTRATI / ADMIN - ELECTRICITY			
1068-PUBLIC WORKS			E 130-01-5200		239.45	0.00
			PUB WORKS / PUBLIC WORKS - ELECTRICITY			
5168-SOLID WASTE			E 130-02-5200		213.22	0.00
			PUB WORKS / SOLID WASTE - ELECTRICITY			
6876-BEACONS			E 140-05-5350		22.15	0.00
			PUB SAFETY / STREET LIGHT - PROF SERVICE			
5201-BEACONS			E 140-05-5350		18.22	0.00
			PUB SAFETY / STREET LIGHT - PROF SERVICE			
6984-BEACONS			E 140-05-5350		18.72	0.00
			PUB SAFETY / STREET LIGHT - PROF SERVICE			
7660-FIRE/RESCUE			E 140-01-5200		833.24	0.00
			PUB SAFETY / FIRE RESCUE - ELECTRICITY			
4586-FIRE/RESCUE			E 140-01-5200		22.27	0.00
			PUB SAFETY / FIRE RESCUE - ELECTRICITY			
8717-Rec Dept - Brown Ave			E 500-01-6010		29.12	0.00
			REC PGMS / REC PROGRAMS - BASEBALL EXP			
7010-Camp Connor			E 500-01-6140		45.87	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
8891-RICKER LIBRARY			E 700-01-5200		280.05	0.00
			RICKER LIBRA / RICKER LIBR. - ELECTRICITY			
Vendor Total-					2,369.38	
00142 CHAPPELL TRACTOR SALES						
0696	75627	06	PARTS	PA05385		
PARTS			E 130-01-5230		3,417.02	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES			
Invoice Total-					3,417.02	
0696	75627	06	EXCAVATOR REPAIRS	PA05481		
EXCAVATOR REPAIRS			E 130-01-5230		728.42	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES			
Invoice Total-					728.42	
0696	75627	06	EXCAVATOR REPAIRS	PA05477		
EXCAVATOR REPAIRS			E 130-01-5230		413.14	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES			
Invoice Total-					413.14	
Vendor Total-					4,558.58	
00364 CONSOLIDATED COMMUNICATIONS						

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0696	75523	06	SERVICE			
6458-MUNIC BUILDINGS			E 110-01-5205		543.56	0.00
			ADMINISTRATI / ADMIN - PHONE			
6950-ASO			E 140-02-5205		46.77	0.00
			PUB SAFETY / LAW ENFORCEM - PHONE			
5225-PUBLIC WORKS			E 130-01-5205		42.49	0.00
			PUB WORKS / PUBLIC WORKS - PHONE			
6522-SOLID WASTE			E 130-02-5205		49.02	0.00
			PUB WORKS / SOLID WASTE - PHONE			
6702-DISPATCH			E 140-03-5350		130.21	0.00
			PUB SAFETY / DISPATCHING - PROF SERVICE			
5265-FIRE/RESCUE			E 140-01-5205		45.35	0.00
			PUB SAFETY / FIRE RESCUE - PHONE			
6523-FIRE/RESCUE			E 140-01-5205		46.35	0.00
			PUB SAFETY / FIRE RESCUE - PHONE			
6964-FIRE/RESCUE			E 140-01-5205		96.43	0.00
			PUB SAFETY / FIRE RESCUE - PHONE			
2822-REC DEPT			E 500-01-5205		51.29	0.00
			REC PGMS / REC PROGRAMS - PHONE			
2822-CAMP CONNOR			E 500-01-6140		183.56	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
6283-LIBRARY			E 700-01-5205		107.20	0.00
			RICKER LIBRA / RICKER LIBR. - PHONE			
Vendor Total-					1,342.23	
00945 COURTNEY KASIK						
0696	75446	06	REFUND	6 WEEKS CAMP		
REFUND			E 500-01-6140		750.00	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
Vendor Total-					750.00	
00081 CUNNINGHAM SECURITY SYSTEMS						
0696	75521	06	LIBRARY MONITERING	107226		
LIBRARY MONITERING			E 700-01-5210		231.25	0.00
			RICKER LIBRA / RICKER LIBR. - MAIN-REPAIRS			
Vendor Total-					231.25	
00138 CYNTHIA MAXWELL						
0696	75628	06	SEWING CLASS	6/17/2021		
SEWING CLASS			E 700-01-7125		50.00	0.00
			RICKER LIBRA / RICKER LIBR. - ADULT PROGR			
Vendor Total-					50.00	
02181 DAVE COOPER						
0696	75435	06	SUPPLIES	REIMBURSEMENT		
SUPPLIES			E 500-01-6025		71.18	0.00
			REC PGMS / REC PROGRAMS - CAMP CONNOR			
Vendor Total-					71.18	
01448 DEMCO						
0696	75629	06	SUPPLIES	6961438		
SUPPLIES			E 700-01-5400		164.73	0.00
			RICKER LIBRA / RICKER LIBR. - OFFICE SUPP			
Vendor Total-					164.73	
01854 DEPOT SQUARE HARDWARE						
0696	75630	06	SUPPLIES	B96921		
SUPPLIES			E 140-01-5410		34.98	0.00
			PUB SAFETY / FIRE RESCUE - EQUIP SUPP			
Invoice Total-					34.98	
0696	75630	06	DET BATTERIES	A213199		

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
DET BATTERIES			E 130-01-5210		8.69	0.00
			PUB WORKS / PUBLIC WORKS - MAIN-REPAIRS			
			Invoice Total-		8.69	
0696	75630	06	BALL VALVE RETURN	B96980		
Credit Memo			G 10-1101-00		-27.99	0.00
			GENERAL FUND / CR MEMOS REC			
			Invoice Total-		-27.99	
			Vendor Total-		15.68	
00304 DIRIGO WIRELESS, INC						
0696	75631	06	PROGRAMMING	7065		
PROGRAMMING			E 140-01-5410		457.24	0.00
			PUB SAFETY / FIRE RESCUE - EQUIP SUPP			
			Vendor Total-		457.24	
00306 DOOR SERVICES, INC.						
0696	75518	06	DOOR REPAIR	119848		
DOOR REPAIR			E 700-01-5210		670.00	0.00
			RICKER LIBRA / RICKER LIBR. - MAIN-REPAIRS			
			Vendor Total-		670.00	
02100 DOUBLE T FENCE						
0696	75632	06	US FLAGS & POLES	8554		
US FLAGS & POLES			E 130-01-5475		1,192.00	0.00
			PUB WORKS / PUBLIC WORKS - SIGNS			
			Vendor Total-		1,192.00	
00157 DOWNEAST ENERGY						
0696	75520	06	ACCOUNT 2375899	967526		
TOWN OFFICE 211.G			E 110-01-5220		470.53	0.00
			ADMINISTRATI / ADMIN - HEAT			
			Vendor Total-		470.53	
00877 DUAYNE MASCHINO & SON SAND & GRAVEL LLC						
0696	75633	06	GRAVEL	1615		
GRAVEL			E 130-01-5455		1,080.00	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		1,080.00	
0696	75633	06	GRAVEL	144464		
GRAVEL			E 130-01-5455	2106	990.00	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		990.00	
0696	75633	06	GRAVEL	148550		
GRAVEL			E 130-01-5455	2106	1,440.00	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		1,440.00	
0696	75633	06	GRAVEL	144466		
GRAVEL			E 130-01-5455		1,080.00	0.00
			PUB WORKS / PUBLIC WORKS - GRAVEL			
			Invoice Total-		1,080.00	
			Vendor Total-		4,590.00	
00329 EASTERN FIRE SERVICES, INC.						
0696	75634	06	FIRE ALARM CONTRACT	808076		
FIRE ALARM CONTRACT			E 110-06-5420		350.00	0.00
			ADMINISTRATI / BLDGS & GRND - GRNDS SUPP			
			Vendor Total-		350.00	
00889 EDWIN ROBERTS						

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0696	75635	06	DOS 3/19/2021	27-PFR210172		
DOS 3/19/2021			G 10-1100-02		5.00	0.00
			GENERAL FUND / REC V FIRRES			
Vendor Total-					5.00	
02294 FIRST NATIONAL BANK OMAHA						
0696	75636	06	JUNE 2021	7433		
AMAZON			E 140-01-5410		59.99	0.00
			PUB SAFETY / FIRE RESCUE - EQUIP SUPP			
AMAZON			E 140-01-5420		35.97	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
HOME DEPOT			E 140-01-5420		90.64	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
OVERLIMIT FEE			E 140-01-5400		39.00	0.00
			PUB SAFETY / FIRE RESCUE - OFFICE SUPP			
Invoice Total-					225.60	
0696	75636	06	JUNE 2021	5897		
ZOOM			E 110-01-5400		29.98	0.00
			ADMINISTRATI / ADMIN - OFFICE SUPP			
AMAZON			E 110-07-5245		11.98	0.00
			ADMINISTRATI / CABLE TV - OFF EQP/FEES			
VILLAGE PIZZA			E 110-01-5130		94.28	0.00
			ADMINISTRATI / ADMIN - ALLOWANCE			
DONNA'S GREENHOUSES			E 110-01-5360		71.05	0.00
			ADMINISTRATI / ADMIN - SPECIAL EVEN			
AMAZON			E 110-01-5400		49.39	0.00
			ADMINISTRATI / ADMIN - OFFICE SUPP			
Invoice Total-					256.68	
0696	75636	06	JUNE 2021	4400		
SWALLOWTAIL GARDENS			E 700-01-5309		27.17	0.00
			RICKER LIBRA / RICKER LIBR. - MISC EXP			
HOBBY LOBBY			E 700-01-7125		33.62	0.00
			RICKER LIBRA / RICKER LIBR. - ADULT PROGR			
AMAZON			E 700-01-7105		83.54	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
GO DADDY			E 700-01-5330		31.16	0.00
			RICKER LIBRA / RICKER LIBR. - DUES/SUBSCR			
FAMILY DOLLAR			E 700-01-7130		9.40	0.00
			RICKER LIBRA / RICKER LIBR. - CHILD PROGR			
HANNAFORD			E 700-01-5309		43.74	0.00
			RICKER LIBRA / RICKER LIBR. - MISC EXP			
JOANN STORES			E 700-01-7125		24.41	0.00
			RICKER LIBRA / RICKER LIBR. - ADULT PROGR			
AMAZON			E 700-01-7105		57.35	0.00
			RICKER LIBRA / RICKER LIBR. - BOOKS			
DUNKIN			E 700-01-7125		10.19	0.00
			RICKER LIBRA / RICKER LIBR. - ADULT PROGR			
AMAZON			E 700-01-7130		49.95	0.00
			RICKER LIBRA / RICKER LIBR. - CHILD PROGR			
Invoice Total-					370.53	
Vendor Total-					852.81	
00314 G. A. DOWNING CO., INC.						
0696	75637	06	PORTABLES	93106		
PORTABLES			E 120-04-5210		260.00	0.00
			COMM SERVCS / BEACH MAINT - MAIN-REPAIRS			
Invoice Total-					260.00	
0696	75637	06	PORTABLES	93105		
PORTABLES			E 120-10-5210		455.80	0.00



Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
COMM SERVCS / BALL FIELD M - MAIN-REPAIRS						
				Invoice Total-	455.80	
				Vendor Total-	715.80	
01312 GALE/CENGAGE LEARNING						
0696	75638	06	BOOKS	74420921		
BOOKS			E 700-01-7105		23.25	0.00
RICKER LIBRA / RICKER LIBR. - BOOKS						
				Invoice Total-	23.25	
0696	75638	06	BOOKS	74552649		
BOOKS			E 700-01-7105		48.75	0.00
RICKER LIBRA / RICKER LIBR. - BOOKS						
				Invoice Total-	48.75	
				Vendor Total-	72.00	
02128 GERRY PRAY						
0696	75447	06	UMPIRE	16 GAMES		
UMPIRE			E 500-01-6010		640.00	0.00
REC PGMS / REC PROGRAMS - BASEBALL EXP						
				Vendor Total-	640.00	
00898 HR Maine Consulting						
0696	75639	06	HR CONSULTING	2021-0151		
HR Consulting			E 170-01-5260		640.00	0.00
OVERLAY / ABATEMENTS - FINAN OUTLAY						
				Vendor Total-	640.00	
00743 HUB INTERNATIONAL NEW ENGLAND, LLC						
0696	75524	06	Accident Insurance	02-SR-365287		
Accident Insurance			G 10-1095-00		266.00	0.00
GENERAL FUND / PREPAID						
				Vendor Total-	266.00	
00942 JAMIE DUMOND						
0696	75640	06	REFUND	L. DUMOND		
REFUND			E 500-01-6140		20.00	0.00
REC PGMS / REC PROGRAMS - SUMM REC EXP						
				Vendor Total-	20.00	
02283 JENSEN BAIRD GARDNER & HENRY						
0696	75641	06	LEGAL SERVICES	312449		
LEGAL SERVICES			E 110-05-5315		1,294.67	0.00
ADMINISTRATI / CONTRACTED - LEGAL						
				Vendor Total-	1,294.67	
01801 MAINE GOVERNMENT FINANCE OFFICERS ASSOC.						
0696	75642	06	WEBINAR	1000406402		
WEBINAR			E 110-01-5140		25.00	0.00
ADMINISTRATI / ADMIN - TRAINING						
				Vendor Total-	25.00	
02310 MAINE MUNICIPAL ASSOCIATION						
0696	75643	06	VIRTUAL CONV	1000343115		
VIRTUAL CONV			E 110-01-5140		40.00	0.00
ADMINISTRATI / ADMIN - TRAINING						
				Vendor Total-	40.00	
00670 MAINE OXY-ACETYLENE SUPPLY CO.						
0696	75644	06	OXYGEN	32271767		
OBW COMPACTOR			E 130-02-5210		120.79	0.00
PUB WORKS / SOLID WASTE - MAIN-REPAIRS						

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				Invoice Total-	120.79	
0696	75644	06	OXYGEN		32258024	
OXYGEN			E 130-01-6485		150.49	0.00
			PUB WORKS / PUBLIC WORKS - WELD SUP SNO			
				Invoice Total-	150.49	
				Vendor Total-	271.28	
00757 MAINE WASTE TO ENERGY						
0696	75646	06	TIP FEES		00112532	
TIP FEES			E 130-02-5270		504.30	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	504.30	
0696	75646	06	TIP FEES		00112689	
TIP FEES			E 130-02-5270		413.28	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	413.28	
0696	75646	06	TIP FEES		00112453	
TIP FEES			E 130-02-5270		262.40	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	262.40	
0696	75646	06	TIP FEES		00111496	
TIP FEES			E 130-02-5270		457.56	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	457.56	
0696	75646	06	TIP FEES		00111516	
TIP FEES			E 130-02-5270		360.80	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	360.80	
0696	75646	06	TIP FEES		00111536	
TIP FEES			E 130-02-5270		374.33	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	374.33	
0696	75646	06	TIP FEES		00111794	
TIP FEES			E 130-02-5270		503.07	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	503.07	
0696	75646	06	TIP FEES		00110545	
TIP FEES			E 130-02-5270		370.23	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	370.23	
0696	75646	06	TIP FEES		00110738	
TIP FEES			E 130-02-5270		436.65	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	436.65	
0696	75646	06	TIP FEES		00110813	
TIP FEES			E 130-02-5270		395.65	0.00
			PUB WORKS / SOLID WASTE - MSW TIPPING			
				Invoice Total-	395.65	
				Vendor Total-	4,078.27	
01837 MainePERS						
0696	75647	06	MAY 2021		2994652	
TOWN PORTION			E 150-04-5815		9,643.79	0.00
			FINAN SERVCS / EE BENEFITS - ICMA/MPRS			
TOWN EMPLOYEES			G 10-2600-00		5,097.39	0.00

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			GENERAL FUND / MPERS			
F/R EMPLOYEES			G 10-2605-00		2,461.82	0.00
			GENERAL FUND / MPERS F/R			
MAINEPERS BUYBACK			G 10-2606-00		57.36	0.00
			GENERAL FUND / MPERS BUYBK			
			Invoice Total-		17,260.36	
0696	75647	06	JUNE 2021	3001858		
TOWN PORTION			E 150-04-5815		9,972.48	0.00
			FINAN SERVCS / EE BENEFITS - ICMA/MPRS			
TOWN EMPLOYEES			G 10-2600-00		5,171.48	0.00
			GENERAL FUND / MPERS			
F/R EMPLOYEES			G 10-2605-00		2,600.25	0.00
			GENERAL FUND / MPERS F/R			
MAINEPERS BUYBACK			G 10-2606-00		57.36	0.00
			GENERAL FUND / MPERS BUYBK			
			Invoice Total-		17,801.57	
			Vendor Total-		35,061.93	
00703 MECHANIC FALLS AUTO SUPPLY, INC.						
0696	75648	06	ZEROTURN/SHOP	PW689810		
ZEROTURN/SHOP			E 130-01-5210		110.64	0.00
			PUB WORKS / PUBLIC WORKS - MAIN-REPAIRS			
			Invoice Total-		110.64	
0696	75648	06	SUPPLIES	PW689806		
ZEROTURN/SHOP			E 130-01-5210		55.86	0.00
			PUB WORKS / PUBLIC WORKS - MAIN-REPAIRS			
			Invoice Total-		55.86	
0696	75648	06	PARTS/SUPPLIES	PW690956		
PUB WORKS SUPPLIES			E 130-01-5210		13.29	0.00
			PUB WORKS / PUBLIC WORKS - MAIN-REPAIRS			
			Invoice Total-		13.29	
0696	75648	06	PARTS/SUPPLIES	PW690751		
#11 M.A.F.			E 130-01-5230		100.47	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES			
			Invoice Total-		100.47	
0696	75648	06	PARTS/SUPPLIES #14	PW691153		
PARTS/SUPPLIES #14			E 130-01-5230		57.60	0.00
			PUB WORKS / PUBLIC WORKS - VEHICLES			
			Invoice Total-		57.60	
			Vendor Total-		337.86	
00722 MICHELLE ST. CYR						
0696	75649	06	BASEBALL REFUND 2020	REISSUE CK		
BASEBALL REFUND 2020			E 500-01-6010		60.00	0.00
			REC PGMS / REC PROGRAMS - BASEBALL EXP			
			Vendor Total-		60.00	
01547 MICROMARKETING LLC						
0696	75650	06	BOOKS	854165		
BOOKS			E 700-01-7115		47.99	0.00
			RICKER LIBRA / RICKER LIBR. - AUDIO BOOKS			
			Vendor Total-		47.99	
00014 MILTON CAT WAREHOUSE						
0696	75651	06	LATCH	INV2271160		
LATCH			E 130-01-5210		67.25	0.00
			PUB WORKS / PUBLIC WORKS - MAIN-REPAIRS			
			Vendor Total-		67.25	

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00122 MYREC.COM						
0696	75652	06	MYREC SYSTEM	03215394S		
MYREC SYSTEM			E 500-01-5310		1,845.50	0.00
			REC PGMS / REC PROGRAMS - OPERATING			
			Vendor Total-		1,845.50	
00805 NATIONAL ELEVATOR INSPECTION SERV.						
0696	75653	06	ELEVATOR INSPECTION	0430189		
ELEVATOR INSPECTION			E 140-01-5420		143.00	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
			Vendor Total-		143.00	
00803 NATIONWIDE RETIREMENT SOLUTIONS						
0696	75654	06	Plan #0053190,Akers1347	JUNE 2021		
Employee Portion			G 10-2675-00		40.00	0.00
			GENERAL FUND / Nationwide			
			Vendor Total-		40.00	
00752 NEVAEH DANCE CIRCUS						
0696	75437	06	CAMP PERFORMANCE	6/24/21		
CAMP PERFORMANCE			E 500-01-6140		250.00	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
			Vendor Total-		250.00	
00221 NICOLE LUSSIER						
0696	75655	06	JUNE 2021	TRAVEL REIM.		
JUNE 2021			E 110-01-5130		20.22	0.00
			ADMINISTRATI / ADMIN - ALLOWANCE			
			Vendor Total-		20.22	
00175 NORTHLIGHT ELECTRIC, LLC						
0696	75656	06	FLAG POLE LIGHT	1672		
FLAG POLE LIGHT			E 140-01-5420		1,000.00	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
			Vendor Total-		1,000.00	
00165 OCCUPATIONAL HEALTH CENTERS						
0696	75657	06	PHYSICAL/SCREEN	1207136611		
PHYSICAL/SCREEN			E 140-01-5365		243.00	0.00
			PUB SAFETY / FIRE RESCUE - PHYS/DRUG SC			
			Vendor Total-		243.00	
01274 PARIS FARMERS UNION						
0696	75658	06	CALCIUM FOR DUST CONTROL	23-1000165-01		
CALCIUM FOR DUST CONTROL			E 130-01-5450		1,571.90	0.00
			PUB WORKS / PUBLIC WORKS - EROSION MAT			
			Vendor Total-		1,571.90	
00904 PIKE INDUSTRIES, INC.						
0696	75659	06	ASPHALT/PATCH	1136584		
ASPHALT/PATCH			E 130-01-5460		350.41	0.00
			PUB WORKS / PUBLIC WORKS - SURF PATCH			
			Vendor Total-		350.41	
00907 PINE STATE ELEVATOR COMPANY						
0696	75660	06	ELEVATOR MAINT.	10475874		
ELEVATOR MAINT.			E 140-01-5420		227.24	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
			Vendor Total-		227.24	
01843 PORTLAND PLASTIC PIPE						

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0696	75661	06	STREET CULVERTS	227845		
STREET CULVERTS			E 130-01-5445		7,178.80	0.00
			PUB WORKS / PUBLIC WORKS - CULVERTS			
			Vendor Total-		7,178.80	
00950 PRIMERICA SHAREHOLDER SERVICES						
0696	75662	06	6171 CAREY LY	PLAN 97137		
PLAN 97137			G 10-2666-00		25.00	0.00
			GENERAL FUND / Primerica			
			Vendor Total-		25.00	
00983 REGGIE'S SALES & SERVICE, INC						
0696	75663	06	ENGINE OIL	272204		
ENGINE OIL			E 130-01-5210		28.88	0.00
			PUB WORKS / PUBLIC WORKS - MAIN-REPAIRS			
			Vendor Total-		28.88	
00988 RENT IT, INC						
0696	75664	06	ROLLER	55327		
ROLLER			E 130-01-6375		1,796.90	0.00
			PUB WORKS / PUBLIC WORKS - RENT EQ SNOW			
			Invoice Total-		1,796.90	
0696	75664	06	ROLLER RENTAL	55554		
ROLLER RENTAL			E 130-01-5375		1,654.00	0.00
			PUB WORKS / PUBLIC WORKS - RENTAL EQUIP			
			Invoice Total-		1,654.00	
			Vendor Total-		3,450.90	
01884 RHR SMITH & COMPANY						
0696	75665	06	AUDIT FYE 6/30/2021	2021-801		
AUDIT FYE 6/30/2021			G 10-1095-00		3,000.00	0.00
			GENERAL FUND / PREPAID			
			Vendor Total-		3,000.00	
00233 RICHARD DAWE						
0696	75666	06	EMPLOYEE REIMBURSEMENT	BALL VALVE		
EMPLOYEE REIMBURSEMENT			E 140-01-5410		28.77	0.00
			PUB SAFETY / FIRE RESCUE - EQUIP SUPP			
			Invoice Total-		28.77	
0696	75666	06	PARTS HOSE REEL	DAWE-REIM		
PARTS HOSE REEL			E 140-01-5420		36.30	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
			Invoice Total-		36.30	
			Vendor Total-		65.07	
00947 ROMA NARAS						
0696	75667	06	OVERPAYMENT TAXES	11 ANN ST		
OVERPAYMENT TAXES			G 10-2230-00		80.52	0.00
			GENERAL FUND / OVERPAYMENTS			
			Vendor Total-		80.52	
00944 ROSEMARIE RAMSEY						
0696	75668	06	TAX OVERPAYMENT	RE1643		
TAX OVERPAYMENT			G 10-2230-00		106.69	0.00
			GENERAL FUND / OVERPAYMENTS			
			Vendor Total-		106.69	
00948 SARAH WOLFE						
0696	75669	06	REFUND	SUMMER REC		
REFUND			E 500-01-6140		180.00	0.00

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
			Vendor Total-		180.00	
01032 SCOTT SEGAL						
0696	75436	06	REIMBURSEMENT	6/14/2021		
CROWN AWARDS			E 500-01-6010		475.11	0.00
			REC PGMS / REC PROGRAMS - BASEBALL EXP			
HOME DEPOT CANOPY			E 500-01-6025		1,964.58	0.00
			REC PGMS / REC PROGRAMS - CAMP CONNOR			
			Invoice Total-		2,439.69	
0696	75443	06	PETTY CASH	CAMP SUPPLIES		*** SEPARATE ***
PETTY CASH			E 500-01-6140		387.65	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
			Invoice Total-		387.65	
0696	75444	06	PETTY CASH	JUNE 21		*** SEPARATE ***
LUCKY LANES			E 500-01-6125		75.00	0.00
			REC PGMS / REC PROGRAMS - SEN CLB EXP			
USPS			E 500-01-6125		11.00	0.00
			REC PGMS / REC PROGRAMS - SEN CLB EXP			
TURNPIKE GOV'T SURPLUS			E 500-01-6140		2.50	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
HANNAFORD			E 500-01-6125		3.39	0.00
			REC PGMS / REC PROGRAMS - SEN CLB EXP			
DEPOT SQUARE			E 500-01-5310		1.67	0.00
			REC PGMS / REC PROGRAMS - OPERATING			
BJS SUPPLIES			E 500-01-6125		19.53	0.00
			REC PGMS / REC PROGRAMS - SEN CLB EXP			
WALMART			E 500-01-6010		32.14	0.00
			REC PGMS / REC PROGRAMS - BASEBALL EXP			
HANNAFORD			E 500-01-6010		50.00	0.00
			REC PGMS / REC PROGRAMS - BASEBALL EXP			
			Invoice Total-		195.23	
0696	75525	06	REIMBURSEMENT	DICKS SPORTING		*** SEPARATE ***
REIMBURSEMENT			E 500-01-6140		1,639.92	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
			Invoice Total-		1,639.92	
0696	75527	06	PETTY CASH	REIMBURSEMENT		
CAMP SUPPLIES			E 500-01-6140		404.99	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
			Invoice Total-		404.99	
0696	75528	06	PETTY CASH	RECREATION		*** SEPARATE ***
TANDEM KAYAK			E 500-01-6140		200.00	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
TOLL			E 500-01-6140		1.50	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
FAMILY DOLLAR			E 500-01-6140		8.00	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
BIG APPLE			E 500-01-6140		4.20	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
			Invoice Total-		213.70	
0696	75529	06	EMPLOYEE REIMBURSEMENT	6/28/21		*** SEPARATE ***
HOME DEPOT			E 500-01-6140		317.21	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
DEPOT SQUARE			E 500-01-6140		27.64	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
DEPOT SQUARE			E 500-01-6140		58.12	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
HOME DEPOT-SUMMER REC			E 500-01-6140		139.44	0.00

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
HOME DEPOT-BALL FIELD			E 120-10-5210		235.92	0.00
			COMM SERVCS / BALL FIELD M - MAIN-REPAIRS			
			Invoice Total-		778.33	
			Vendor Total-		6,059.51	
01029 SECRETARY OF STATE						
0696	75349	06	REPORT FOR6/10/21	6/3-6/10/21		
REPORT FOR6/10/21			G 10-2300-03		10,353.37	0.00
			GENERAL FUND / STATE MV			
			Invoice Total-		10,353.37	
0696	75439	06	REPORT FOR 6/17/21	6/10-6/17/21		
REPORT FOR 6/17/21			G 10-2300-03		8,285.90	0.00
			GENERAL FUND / STATE MV			
			Invoice Total-		8,285.90	
0696	75526	06	REPORT FOR 6/24/21	6/17-6/24/21		
REPORT FOR 6/24/21			G 10-2300-03		8,141.27	0.00
			GENERAL FUND / STATE MV			
			Invoice Total-		8,141.27	
			Vendor Total-		26,780.54	
01868 SPECTRUM BUSINESS						
0696	75670	06	INTERNET	677201601062421		
LIBRARY			E 700-01-5215		14.50	0.00
			RICKER LIBRA / RICKER LIBR. - INTERNET			
			Vendor Total-		14.50	
00367 STRYKER SALES CORPORATION						
0696	75671	06	SERVICE PLAN	1110198		
SERVICE PLAN			E 140-01-5490		763.80	0.00
			PUB SAFETY / FIRE RESCUE - MEDICAL SUP			
			Vendor Total-		763.80	
00188 SUNRISE DESIGNS						
0696	75672	06	PATCHWORK	638		
PATCHWORK			E 140-01-5130		185.00	0.00
			PUB SAFETY / FIRE RESCUE - ALLOWANCE			
			Invoice Total-		185.00	
0696	75672	06	APPAREL	1		
APPAREL			E 140-01-5130		1,592.41	0.00
			PUB SAFETY / FIRE RESCUE - ALLOWANCE			
			Invoice Total-		1,592.41	
			Vendor Total-		1,777.41	
00080 SUPER SHOES						
0696	75673	06	BOOTS	0116116-IN		
PUBLIC WORK BOOTS-BROWN			E 130-01-5435		139.99	0.00
			PUB WORKS / PUBLIC WORKS - PROT CLOTHIN			
			Vendor Total-		139.99	
00653 SUPERIOR CONCRETE LLC						
0696	75674	06	FABRIC	0000041208		
FABRIC			E 130-01-5450		2,745.00	0.00
			PUB WORKS / PUBLIC WORKS - EROSION MAT			
			Vendor Total-		2,745.00	
00938 The Great Stephan						
0696	75434	06	MAGICIAN	7/16/2021		
MAGICIAN			E 500-01-6140		350.00	0.00

Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
				Vendor Total-	350.00	
01126 THOMAS PRINTUP						
0696	75675	06	PHYSICAL FITNESS UPGRADE	REIMBURSEMENT		
PHYSICAL FITNESS UPGRADE			E 140-01-5140		4,122.05	0.00
			PUB SAFETY / FIRE RESCUE - TRAINING			
				Vendor Total-	4,122.05	
02235 TOUCHTONE COMMUNICATIONS						
0696	75522	06	SERVICE	1281393		
SERVICE			E 700-01-5205		26.56	0.00
			RICKER LIBRA / RICKER LIBR. - PHONE			
				Vendor Total-	26.56	
00760 TREASURER, STATE OF MAINE						
0696	75676	06	HEALTH INS SUBSIDY	JUNE 21		
HEALTH INS SUBSIDY			G 10-2608-00		84.41	0.00
			GENERAL FUND / FF-LEO SUBSI			
				Vendor Total-	84.41	
01166 TREASURER, STATE OF MAINE						
0696	75677	06	PLUMBING/STATE FEE	MAY 2021		*** SEPARATE ***
PLUMBING/STATE FEE			G 10-2300-04		292.50	0.00
			GENERAL FUND / STATE PLUMB			
				Invoice Total-	292.50	
0696	75678	06	DEP FEE	MAY 2021		*** SEPARATE ***
DEP FEE			G 10-2300-01		30.00	0.00
			GENERAL FUND / STATE DEP			
				Invoice Total-	30.00	
				Vendor Total-	322.50	
01174 TRI-COUNTY EMS, INC.						
0696	75679	06	ANNUAL SERVICE ASSESSMENT	20091		
ANNUAL SERVICE ASSESSMENT			E 140-01-5330		434.24	0.00
			PUB SAFETY / FIRE RESCUE - DUES/SUBSCR			
				Vendor Total-	434.24	
00167 UNITED RENTALS						
0696	75680	06	COMPACTOR	194873274-001		
COMPACTOR			E 130-01-5480		2,350.00	0.00
			PUB WORKS / PUBLIC WORKS - TOOLS/PARTS			
				Vendor Total-	2,350.00	
01209 VERIZON WIRELESS						
0696	75681	06	JUNE 2021	9882400215		
FIRE RESCUE TABLETS			E 140-01-5205		217.23	0.00
			PUB SAFETY / FIRE RESCUE - PHONE			
TABLET			E 120-01-5205		10.31	0.00
			COMM SERVCS / PLANNING&DEV - PHONE			
				Vendor Total-	227.54	
02038 W. B. MASON CO. INC.						
0696	75683	06	SUPPLIES	220900598		
LIBRARY SUPPLIES			E 700-01-5400		208.10	0.00
			RICKER LIBRA / RICKER LIBR. - OFFICE SUPP			
				Invoice Total-	208.10	
0696	75683	06	SUPPLIES	220873833		
FIRE/RES SUPPLIES			E 140-01-5400		96.70	0.00
			PUB SAFETY / FIRE RESCUE - OFFICE SUPP			



Warrant 120

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				Invoice Total-	96.70	
0696	75683	06	SUPPLIES		220901237	
FIRE/RES SUPPLIES			E 140-01-5400		209.99	0.00
			PUB SAFETY / FIRE RESCUE - OFFICE SUPP			
				Invoice Total-	209.99	
0696	75683	06	SUPPLIES		220982214	
FIRE/RES SUPPLIES			E 140-01-5400		92.91	0.00
			PUB SAFETY / FIRE RESCUE - OFFICE SUPP			
SUPPLIES			E 140-01-5420		170.97	0.00
			PUB SAFETY / FIRE RESCUE - GRNDS SUPP			
				Invoice Total-	263.88	
0696	75683	06	SUPPLIES		220866872	
BUILDING SUPPLIES			E 110-06-5420		70.96	0.00
			ADMINISTRATI / BLDGS & GRND - GRNDS SUPP			
				Invoice Total-	70.96	
0696	75683	06	SUPPLIES		220840721	
BUILDING SUPPLIES			E 110-06-5420		113.98	0.00
			ADMINISTRATI / BLDGS & GRND - GRNDS SUPP			
				Invoice Total-	113.98	
0696	75683	06	SUPPLIES		220935643	
OFFICE SUPPLIES			E 110-01-5400		1,218.93	0.00
			ADMINISTRATI / ADMIN - OFFICE SUPP			
				Invoice Total-	1,218.93	
0696	75683	06	SUPPLIES		220868200	
OFFICE SUPPLIES			E 110-01-5400		319.64	0.00
			ADMINISTRATI / ADMIN - OFFICE SUPP			
				Invoice Total-	319.64	
0696	75683	06	SUPPLIES		221277097	
LIBRARY SUPPLIES			E 700-01-5245		122.98	0.00
			RICKER LIBRA / RICKER LIBR. - OFF EQP/FEES			
				Invoice Total-	122.98	
0696	75683	06	SUPPLIES		221285741	
REC SUPPLIES			E 500-01-6140		193.52	0.00
			REC PGMS / REC PROGRAMS - SUMM REC EXP			
				Invoice Total-	193.52	
0696	75683	06	SUPPLIES		221154011	
LIBRARY SUPPLIES			E 700-01-5400		59.80	0.00
			RICKER LIBRA / RICKER LIBR. - OFFICE SUPP			
				Invoice Total-	59.80	
0696	75683	06	OVERPAYMENT		CM-CK 74443	
Credit Memo			G 50-1101-00		-39.90	0.00
			REC PROGRAMS / CR MEMOS REC			
				Invoice Total-	-39.90	
				Vendor Total-	2,838.58	
00792 White Sign						
0696	75684	06	SIGNS		IVC116480	
SIGNS			E 130-01-5475		36.11	0.00
			PUB WORKS / PUBLIC WORKS - SIGNS			
				Vendor Total-	36.11	



**A / P Check Register**  
Bank: NORTHEAST-GEN

Type	Check	Amount	Date	Wrnt	Payee
P	75349	10,353.37	06/11/21	120	1029 SECRETARY OF STATE
P	75350	133.00	06/11/21	120	0982 ANDROSCOGGIN COUNTY
P	75434	350.00	06/16/21	120	0938 The Great Stephan
P	75435	71.18	06/16/21	120	2181 DAVE COOPER
P	75436	2,439.69	06/16/21	120	1032 SCOTT SEGAL
P	75437	250.00	06/16/21	120	0752 NEVAEH DANCE CIRCUS
P	75438	300.00	06/17/21	120	0940 BETH ESTES
P	75439	8,285.90	06/18/21	120	1029 SECRETARY OF STATE
P	75443	387.65	06/22/21	120	1032 SCOTT SEGAL
P	75444	195.23	06/22/21	120	1032 SCOTT SEGAL
P	75445	850.43	06/22/21	120	0208 CABBAGE ISLAND CLAM BAKE
P	75446	750.00	06/22/21	120	0945 COURTNEY KASIK
P	75447	640.00	06/22/21	120	2128 GERRY PRAY
P	75518	670.00	06/23/21	120	0306 DOOR SERVICES, INC.
P	75519	2,369.38	06/23/21	120	0222 CENTRAL MAINE POWER COMPANY
P	75520	470.53	06/23/21	120	0157 DOWNEAST ENERGY
P	75521	231.25	06/23/21	120	0081 CUNNINGHAM SECURITY SYSTEMS
P	75522	26.56	06/23/21	120	2235 TOUCHTONE COMMUNICATIONS
P	75523	1,342.23	06/23/21	120	0364 CONSOLIDATED COMMUNICATIONS
P	75524	266.00	06/23/21	120	0743 HUB INTERNATIONAL NEW ENGLAND, LLC
P	75525	1,639.92	06/23/21	120	1032 SCOTT SEGAL
P	75526	8,141.27	06/25/21	120	1029 SECRETARY OF STATE
P	75527	404.99	06/25/21	120	1032 SCOTT SEGAL
P	75528	213.70	06/28/21	120	1032 SCOTT SEGAL
P	75529	778.33	06/28/21	120	1032 SCOTT SEGAL
R	75614	664.72	06/30/21	120	0875 ALLEGIANCE TRUCKS
R	75615	312.40	06/30/21	120	0043 ALLEN UNIFORM SALES, INC.
V	75616	0.00	06/30/21	120	0064 ALMIGHTY WASTE
V	75617	0.00	06/30/21	120	0064 ALMIGHTY WASTE
R	75618	2,287.20	06/30/21	120	0064 ALMIGHTY WASTE
R	75619	1,919.27	06/30/21	120	0494 AUBURN AGGREGATES
R	75620	684.02	06/30/21	120	0129 BAKER & TAYLOR BOOKS
R	75621	88.00	06/30/21	120	1955 BOB THE SCREENPRINTER
R	75622	1,348.12	06/30/21	120	0171 BOUND TREE MEDICAL, LLC
R	75623	2,856.00	06/30/21	120	0102 BROWN & MEYERS
R	75624	154.40	06/30/21	120	0150 BUSINESS EQUIPMENT UNLIMITED
R	75625	1,435.83	06/30/21	120	0318 CASELLA RECYCLING
R	75626	46.74	06/30/21	120	1835 CENTER POINT LARGE PRINT
R	75627	4,558.58	06/30/21	120	0142 CHAPPELL TRACTOR SALES
R	75628	50.00	06/30/21	120	0138 CYNTHIA MAXWELL
R	75629	164.73	06/30/21	120	1448 DEMCO
R	75630	15.68	06/30/21	120	1854 DEPOT SQUARE HARDWARE
R	75631	457.24	06/30/21	120	0304 DIRIGO WIRELESS, INC
R	75632	1,192.00	06/30/21	120	2100 DOUBLE T FENCE
R	75633	4,590.00	06/30/21	120	0877 DUAYNE MASCHINO & SON SAND & GRAVEL LLC
R	75634	350.00	06/30/21	120	0329 EASTERN FIRE SERVICES, INC.
R	75635	5.00	06/30/21	120	0889 EDWIN ROBERTS
R	75636	852.81	06/30/21	120	2294 FIRST NATIONAL BANK OMAHA

**A / P Check Register**  
Bank: NORTHEAST-GEN

Type	Check	Amount	Date	Wrnt	Payee
R	75637	715.80	06/30/21	120	0314 G. A. DOWNING CO., INC.
R	75638	72.00	06/30/21	120	1312 GALE/CENGAGE LEARNING
R	75639	640.00	06/30/21	120	0898 HR Maine Consulting
R	75640	20.00	06/30/21	120	0942 JAMIE DUMOND
R	75641	1,294.67	06/30/21	120	2283 JENSEN BAIRD GARDNER & HENRY
R	75642	25.00	06/30/21	120	1801 MAINE GOVERNMENT FINANCE OFFICERS ASSOC.
E	75643	40.00	06/30/21	120	2310 MAINE MUNICIPAL ASSOCIATION
R	75644	271.28	06/30/21	120	0670 MAINE OXY-ACETYLENE SUPPLY CO.
V	75645	0.00	06/30/21	120	0757 MAINE WASTE TO ENERGY
R	75646	4,078.27	06/30/21	120	0757 MAINE WASTE TO ENERGY
E	75647	35,061.93	06/30/21	120	1837 MainePERS
R	75648	337.86	06/30/21	120	0703 MECHANIC FALLS AUTO SUPPLY, INC.
R	75649	60.00	06/30/21	120	0722 MICHELLE ST. CYR
R	75650	47.99	06/30/21	120	1547 MICROMARKETING LLC
R	75651	67.25	06/30/21	120	0014 MILTON CAT WAREHOUSE
R	75652	1,845.50	06/30/21	120	0122 MYREC.COM
R	75653	143.00	06/30/21	120	0805 NATIONAL ELEVATOR INSPECTION SERV.
R	75654	40.00	06/30/21	120	0803 NATIONWIDE RETIREMENT SOLUTIONS
R	75655	20.22	06/30/21	120	0221 NICOLE LUSSIER
R	75656	1,000.00	06/30/21	120	0175 NORTHLIGHT ELECTRIC, LLC
R	75657	243.00	06/30/21	120	0165 OCCUPATIONAL HEALTH CENTERS
R	75658	1,571.90	06/30/21	120	1274 PARIS FARMERS UNION
R	75659	350.41	06/30/21	120	0904 PIKE INDUSTRIES, INC.
R	75660	227.24	06/30/21	120	0907 PINE STATE ELEVATOR COMPANY
R	75661	7,178.80	06/30/21	120	1843 PORTLAND PLASTIC PIPE
R	75662	25.00	06/30/21	120	0950 PRIMERICA SHAREHOLDER SERVICES
R	75663	28.88	06/30/21	120	0983 REGGIE'S SALES & SERVICE, INC
R	75664	3,450.90	06/30/21	120	0988 RENT IT, INC
R	75665	3,000.00	06/30/21	120	1884 RHR SMITH & COMPANY
R	75666	65.07	06/30/21	120	0233 RICHARD DAWE
R	75667	80.52	06/30/21	120	0947 ROMA NARAS
R	75668	106.69	06/30/21	120	0944 ROSEMARIE RAMSEY
R	75669	180.00	06/30/21	120	0948 SARAH WOLFE
R	75670	14.50	06/30/21	120	1868 SPECTRUM BUSINESS
R	75671	763.80	06/30/21	120	0367 STRYKER SALES CORPORATION
R	75672	1,777.41	06/30/21	120	0188 SUNRISE DESIGNS
R	75673	139.99	06/30/21	120	0080 SUPER SHOES
R	75674	2,745.00	06/30/21	120	0653 SUPERIOR CONCRETE LLC
R	75675	4,122.05	06/30/21	120	1126 THOMAS PRINTUP
R	75676	84.41	06/30/21	120	0760 TREASURER, STATE OF MAINE
R	75677	292.50	06/30/21	120	1166 TREASURER, STATE OF MAINE
R	75678	30.00	06/30/21	120	1166 TREASURER, STATE OF MAINE
R	75679	434.24	06/30/21	120	1174 TRI-COUNTY EMS, INC.
R	75680	2,350.00	06/30/21	120	0167 UNITED RENTALS
R	75681	227.54	06/30/21	120	1209 VERIZON WIRELESS
V	75682	0.00	06/30/21	120	2038 W. B. MASON CO. INC.
R	75683	2,838.58	06/30/21	120	2038 W. B. MASON CO. INC.
R	75684	36.11	06/30/21	120	0792 White Sign

**A / P Check Register**  
Bank: NORTHEAST-GEN

Type	Check	Amount	Date	Wrnt	Payee
<b>Total</b>		<b>143,738.66</b>			
				<b>Count</b>	
				Checks	92
				VOIDS	4

Warrant 118

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00875 ALLEGIANCE TRUCKS						
0730	5224	06	CORD		X501009883	
CORD			E 400-01-5410		282.22	0.00
			PSB TIF 1 / PSB TIF I - EQUIP SUPP			
			Vendor Total-		282.22	
01854 DEPOT SQUARE HARDWARE						
0730	5225	06	EQUIP SUPPLIES		B96979	
EQUIP SUPPLIES			E 400-01-5410		2,509.89	0.00
			PSB TIF 1 / PSB TIF I - EQUIP SUPP			
			Vendor Total-		2,509.89	
01607 HARRISON SHRADER ENTERPRISES						
0730	5226	06	EQUIPMENT		F-246025	
EQUIPMENT			E 400-01-5410		5,400.00	0.00
			PSB TIF 1 / PSB TIF I - EQUIP SUPP			
			Vendor Total-		5,400.00	
			Prepaid Total-		0.00	
			Current Total-		8,192.11	
			EFT Total-		0.00	
			Warrant Total-		8,192.11	

BOARD OF SELECTPERSONS

- Stephen E. Robinson \_\_\_\_\_
- Nathan P. McNally \_\_\_\_\_
- Mary Beth Taylor \_\_\_\_\_
- Jane E. Pentheny \_\_\_\_\_
- Stanley L. Tetenman \_\_\_\_\_

**A / P Check Register**  
Bank: NORTHEAST-TIF 1

Type	Check	Amount	Date	Wrnt	Payee
R	5224	282.22	06/30/21	118	0875 ALLEGIANCE TRUCKS
R	5225	2,509.89	06/30/21	118	1854 DEPOT SQUARE HARDWARE
R	5226	5,400.00	06/30/21	118	1607 HARRISON SHRADER ENTERPRISES
<b>Total</b>		<b>8,192.11</b>			

<b>Count</b>	
Checks	3
Voids	0

Warrant 119

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
00175 NORTHLIGHT ELECTRIC, LLC						
0732	5103	06	POLE BRACKETS/BANNERS	1652		
POLE BRACKETS/BANNERS			E 401-01-5650		2,400.00	0.00
			PSB TIF 2 / PSB TIF 2 - CEDC			
			Vendor Total-		2,400.00	
01435 POLAND SPRING RESORT						
0732	5104	06	BUSINESS AFTER HOURS	14981		
BUSINESS AFTER HOURS			E 401-01-5650		1,530.00	0.00
			PSB TIF 2 / PSB TIF 2 - CEDC			
			Vendor Total-		1,530.00	
			Prepaid Total-		0.00	
			Current Total-		3,930.00	
			EFT Total-		0.00	
			Warrant Total-		3,930.00	

BOARD OF SELECTPERSONS

Stephen E. Robinson \_\_\_\_\_

Nathan P. McNally \_\_\_\_\_

Mary Beth Taylor \_\_\_\_\_

Jane E. Pentheny \_\_\_\_\_

Stanley L. Tetenman \_\_\_\_\_



**A / P Check Register**  
Bank: NORTHEAST-TIF 2

Type	Check	Amount	Date	Wrnt	Payee
R	5103	2,400.00	06/30/21	119	0175 NORTHLIGHT ELECTRIC, LLC
R	5104	1,530.00	06/30/21	119	1435 POLAND SPRING RESORT
<b>Total</b>		<b>3,930.00</b>			

<b>Count</b>	
Checks	2
Voids	0